



BOARD OF DIRECTORS MEETING

September 1, 2016

9:00 AM

AGENDA

<u>Item</u>	<u>Topic</u>	<u>Page</u>	<u>Est. Time</u>	<u>Presenter</u>
I.	Introductions		9:00	C. Graff
II	Pledge of Allegiance		9:02	C. Graff
* III.	Approval of August 4, 2016 Meeting Minutes	1	9:03	C. Graff
IV.	Public Comment Period on Action Items		9:04	C. Graff
V.	MPO (METROPOLITAN PLANNING ORGANIZATION) ACTION ITEMS			
*	A. Adoption of Amendment to MVRPC's SFY2016-2019 Transportation Improvement Program (TIP)	4	9:05	P. Arnold
*	B. Approval of FAST Act Funds Availability Report and Project Solicitation Request	13	9:10	P. Arnold
*	C. Approval of updates to STP-CMAQ-TA Policies and Procedures.	15	9:15	P. Arnold
*	D. Adoption of SFY2016 Transportation Work Program Completion Report	45	9:20	K. Youra Polk
VI.	INFORMATION ITEMS			
*	A. Going Places Implementation Tools Progress Update	65	9:25	M. Kim
** VII.	EXECUTIVE DIRECTOR'S REPORT		9:45	B. Martin

* Attachment

**Handout

Interpreters for hearing-impaired individuals are available upon request; requests should be made at least one week ahead.

**MIAMI VALLEY REGIONAL PLANNING COMMISSION
BOARD OF DIRECTORS MEETING
AUGUST 4, 2016
MINUTES**

Members/Voting Alternates

John Beals, City of Centerville
Michael Beamish, City of Troy
Katelyn Berbach, City of Tipp City
Dale Berry, Washington Township
Judy Blankenship, City of Huber Heights
Janet Bly, Miami Conservancy District
John Bruns, City of Union
Steven Byington, City of Oakwood
Sherry Callahan, Municipality of Carlisle
Richard Church, City of Miamisburg
Judy Dodge, Montgomery County
Mark Donaghy, Greater Dayton RTA
Elmer Dudas, City of Springboro
James Gorman, City of Clayton
Carol Graff, Beaver Creek Township
Arthur Haddad, Troy Chamber of Commerce
Rap Hankins, City of Trotwood
Mary Johnson, Jefferson Township
Dan Kirkpatrick, City of Fairborn
Tony Klepacz, City of Kettering
Sara Lommatzsch, City of Riverside
Jim McGuire, City of Moraine
Gerald Peters, Perry Township
Amy Schrimpf, Dayton Development Coalition
Arlene Setzer, City of Vandalia
Mehdi Sharzi, Vectren Energy
Gary Shoup, Montgomery Co. Engineer's Office
Woodrow Stroud, Greene County Transit
Charles Ronald Vaughn, City of Trotwood
William Vogt, City of Piqua

Deborah Wallace, City of Beavercreek
Karen Wintrow, Village of Yellow Springs

Other Alternates/Guests

Rap Hankins, City of Trotwood
Richard Henry, LWV
Penny Rike, LJB
Keith Smith, ODOT D-8
Fred Stovall, City of Dayton
Patrick Titterington, City of Troy
Joe Vogel, FTC&H
Jeff Wallace, TranSystems
Ben Wiltheiss, ODOT D-7
Leonard Wirz, Village of Pleasant Hill

Staff Present

Paul Arnold
Julie Black
Ann Burns
Brad Daniel
Kjirsten Frank-Hoppe
Tim Gilliland
Tom Harner
Laura Henry
Martin Kim
Laura Loges
Brian Martin
Bob Steinbach
Kathryn Youra Polk
Lynn Zuch

I. INTRODUCTION

Chair Graff called the meeting to order. Self-introductions were made. The Pledge of Allegiance was recited.

II. APPROVAL OF JUNE 2, 2016 MEETING MINUTES

Mr. Berry made a motion to approve minutes. Mr. Vogt seconded. The motion passed unanimously.

III. PUBLIC COMMENT PERIOD ON ACTION ITEMS

None

V. MPO (METROPOLITAN PLANNING ORGANIZATION) ACTION ITEMS

A. Adoption of Amendment to MVRPC's SFY2016-2019 Transportation Improvement Program (TIP)

Mr. Arnold referred to a memo on page 4 of the mailout explaining that numerous modifications to the programming documents for various projects has resulted in the need for a TIP amendment. He referred to the project tables for each county. Mr. Arnold stated that staff as well as TAC recommends adoption of this TIP amendment, and referred to a resolution on page 18 of the mailout. Mr. Church made a motion to recommend adoption. Mr. Bruns seconded the motion. The motion passed unanimously.

B. Adoption of Resolution Opposing the Metropolitan Planning Organization Coordination And Planning Area Reform Rule.

Ms. Ramirez explained that MVRPC recently became aware of a proposed rule change from the U.S. Department of Transportation regarding MPO coordination and planning area reform. Staff was given very little notice of the rule change, and the comment period expires on August 26th. She stated that the proposed rule would require that the Metropolitan Planning Area (MPA) include at a minimum the entire urbanized area (UZA) and the contiguous area expected to become urbanized within a 20 year forecast period. Ms. Ramirez reviewed several outcomes that could result in this rule change:

- In some cases, the MPA for each MPO could be redrawn such that their boundaries do not overlap;
- The MPO's within the same UZA could merge;
- If the Governor(s) and MPOs determine more than one MPO is warranted, those MPO's would then develop unified planning products (metropolitan plan, TIP and performance targets) for the entire UZA.

Ms. Ramirez explained that staff feels this is not a good idea for our MPO area and this rule would take away local control and reduce input to the planning process. She also noted that Springfield and OKI have taken the same position, and there is already excellent coordination between MPOs in our State. Staff feels our opposition will be more effective if there is a formal resolution passed by the Board, which is in the packet on page 23. Mr. Martin noted that he has spoken to OKI and Clark County TCC and everyone agrees that this proposed rule is not a good idea, and there are numerous letters posted in the docket opposed to this change. He stressed the importance of communicating our opposition to this proposed rule. Mr. Gorman made a motion to recommend adoption. Mr. Vaughn seconded the motion. The motion passed unanimously. Ms. Wallace thanked Mr. Martin and the staff for keeping the Board informed on these types of issues.

VI. INFORMATION ITEMS

A. CY2016 TRAC Solicitation Update

Mr. Daniel referred to page 25 of the mailout, noting that the TRAC solicitation period was from June 1 through June 30. He reported that staff received 2 project applications:

- Greene US35 Superstreet project - \$5 million
- Montgomery US35 Improvements - \$27.58 million

Mr. Daniel provided details for both of these projects. He explained that the projects will be ranked and staff will be hosting a Project Sponsor meeting in mid -August. The final scores and rankings will be presented for adoption at the October 6th Board meeting, and then presented at the TRAC Public Hearing on October 13th at ODOT central office.

Mr. Beals asked if the proposed MOT US35 project is changing from 4 to 6 lanes. Mr. Daniel confirmed this was correct. Ms. Bly asked about consideration for cyclist and pedestrians at Factory Road. Mr. Smith, from ODOT D-8 explained there were accommodations for them at the center island. Mr. Beals asked if there were 3 at grade intersections to be revised; Valley, Factory and Orchard as part of the Greene US35 project. Mr. Daniel explained that this project does not include Valley, and this Superstreet project is proposed as an interim solution, and later in the future, other intersections, including Valley, will be coordinated. Mr. Smith explained details on another project that does address the Valley St. intersection, which includes a right turn lane from Valley heading south towards WB US35. Ms. Wallace noted that there has been some compromise because of the huge funding requirements, but it was agreed this is the best solution for now. Mr. Martin stated that the Greene US35 project was recently awarded \$5 in ODOT safety funds, and he can also see coalitions forming to address future funding needs. Mr. Beals asked about estimated completion date for this project. Mr. Smith stated it is early 2021.

VII. EXECUTIVE DIRECTOR’S REPORT

Mr. Martin welcomed Leonard Wirz from the Village of Pleasant Hill, who are the newest member to join MVRPC. He referred to his August report noting a list of various projects and activities that staff has been involved in this summer. MVRPC received the Medium Metro Award at a recent NARC Annual Conference that he attended in Salt Lake City. He also noted that he made a presentation at the conference promoting the Nation’s Largest Paved Trail Network, National Parks and historical sites. His report also provided information on current grant and funding resources as well as list of upcoming meetings.

VII. ADJOURNMENT

Mr. Vogt made a motion to adjourn. Ms. Wallace seconded the motion. The motion passed unanimously.

Brian O. Martin, AICP
Executive Director

Carol Graff
Chairperson

Date

MEMORANDUM

To: Technical Advisory Committee, Board of Directors
From: MVRPC Staff
Date: August 12, 2016
Subject: SFY2016-SFY2019 Transportation Improvement Program (TIP) Amendment #12

Over the last few months MVRPC and ODOT have made numerous modifications to the programming documents for various projects resulting in the need for an SFY2016-SFY2019 TIP amendment. The attached TIP Tables 4.1, 4.2 and 4.3 reflect the updated information for each specific project. Modifications to Statewide Line Item projects are shown on Table 4.6 and are provided for information only. A TIP terminology explanation chart of key abbreviations used in the highway/bikeway tables precedes Table 4.1. A resolution adopting the proposed TIP amendment is attached for your review and consideration.

These TIP amendments will not affect the regional air quality emission analysis.
The MVRPC staff recommends your approval.

Attachments:

- (1) TIP Abbreviation Table
- (2) Amended MVRPC TIP tables: 4.1, 4.2 and 4.3.
- (3) Statewide Line Item Project table 4.6 (For information only)
- (4) Resolution Adopting Amendments to the SFY2016-2019 TIP

EXPLANATION OF ABBREVIATIONS USED IN TABLES 4.1 – 4.8

Project I.D. #

First Three Characters
 000 = Unique Project Number
 Decimal Character = Subtype (as described below)
 .1 = New Construction
 .2 = Reconstruction
 .3 = Resurface
 .4 = Safety Improvement
 .5 = Bridge Replacement/Rehabilitation
 .6 = Signal Improvement
 .7 = Bikeway/Pedestrian Improvement
 .8 = Other Improvements

PID #

ODOT "Project Identification Number"

Air Quality Status

Identifies projects which were included in the LRTP air quality conformity analysis
 Upper Row = Project is Exempt or was Analyzed
 Lower Row = Build Year Scenario (2020 or 2030)

Phase of Work

ENG -Environmental and Contract Plan Preparation
 ROW -Right-of-Way Acquisition
 CON -Construction
 SPR -Federal State Planning and Research

LRTP Goal

G1 -Address regional transp. needs through improved planning
 G2-1 -Encourage a stronger multi-modal network in the Region
 G2-2 -Maintain the regional transportation system
 G2-3 -Upgrade the regional transportation system
 G2-4 -Incorporate regional land use strategies
 G3 -Enhance attractiveness for future economic development
 G4 -Encourage pursuit of alternative fuels to reduce emissions

FUND CODES, DESCRIPTION AND TYPICAL FUNDING SPLIT

Federal Allocation of ODOT or County Engineer Association Controlled Funds

	Typical Fed./Local Share
BR -Bridge Replacement and Rehabilitation	80/20
EAR -Federal Earmark, Specific Source Undetermined at this Time	Varies
f-5307 -Urbanized Area Formula Grant	80/20
f-5310 -Enhanced Mobility of Seniors and Individuals with Disabilities	80/20
f-5337 -State of Good Repair Program	80/20
f-5339 -Bus and Bus Facilities Formula Program	80/20
HSIP -Highway Safety Improvement Program	90/10
IM -Federal-Aid Interstate Maintenance (Resurfacing, Restoring, Rehabilitation)	90/10
NH -National Highway System	80/20
NHPP -National Highway Performance Program	80/20
OTH -Other	Varies
SPR -Federal State Planning and Research	80/20
SRTS -Safe Routes to School	100
STA -Surface Transportation Program (ODOT Transportation Alternatives Set-aside)	80/20
STD -Surface Transportation Program (ODOT Allocation)	80/20
TRAC -Transportation Review Advisory Council	Varies

Federal Allocation of MVRPC Funds

	Fed./Local Share
CMAQ -Congestion Mitigation and Air Quality	Varies
STP -Surface Transportation Program	Varies
TA -Surface Transportation Program (Transportation Alternatives Set-aside)	Varies
TE -Surface Transportation Program (Transportation Enhancement Set-aside)	Varies

Other Funding Sources

	Other/Local Share
CDBG -Community Development Block Grant	Varies
LOCAL -Local Funds	0/100
ODOD -Ohio Department of Development	Varies
OPWC -Issue 2/LTIP	80/20
STATE -ODOT State Funds	0/100

Table 4.1 RECOMMENDED SFY2016-SFY2019 TRANSPORTATION IMPROVEMENT PROGRAM (HIGHWAY, BIKEWAY AND OTHER PROJECTS)

Greene County Projects

		COUNTY, ROUTE, SECTION, LOCATION AND TERMINI		TOTAL COST (000)	PROJECT SPONSOR	COMMENTS				
MVRPC #	1665.7	GRE - Sugarcreek SRTS 14 Feedwire Feedwire Road from Adam's Place to Eden Meadows Way-Construct a shared use path along the south side of the road. This section of path will also include the installation of a crosswalk at Adam's Place and on Feedwire Road at the Roger Scott/Eden Meadows Way intersection.		\$465	Sugarcreek Twp. (Gre)	Added Federal and Local PE funds in SFY2017 and delayed Federal STA R/W funds from SFY2016 to SFY2017 to reflect changes in Ellis.				
ODOT PID #	98576									
Let Type:	Traditional									
A.Q.	Exempt									
L RTP Goal	G2-1									
	PHASE	FUND	PRIOR	SFY2016	SFY2017	SFY2018	SFY2019	Future		
	ENG	STA	\$21	\$42						
	ROW	STATE	\$2							
	ENG	STATE	\$20							
	ENG	LOCAL			\$1					
	ENG	SRTS			\$2					
	ROW	STA			\$111					
	CON	STA				\$261				
	CON	STATE				\$5				

Table 4.2 RECOMMENDED SFY2016-SFY2019 TRANSPORTATION IMPROVEMENT PROGRAM (HIGHWAY, BIKEWAY AND OTHER PROJECTS)

Miami County Projects

		COUNTY, ROUTE, SECTION, LOCATION AND TERMINI	TOTAL COST (000)	PROJECT SPONSOR	COMMENTS				
MVRPC #	1385.2	MIA - 25A Reconstruction, Ph. 2 CR 25A from Michaels Road to Evanston Road-Reconstruction and widening from 2 to 5 lanes; CR 25A from Michaels Road to SR571- Installation of 6 wide sidewalk on the west side of the roadway. The project will also install new curbs, ADA truncated dome handicapped access ramps, storm sewer system, utility	\$2,306	Tipp City	Updated project description based on request from project sponsor.				
ODOT PID #	93245								
Let Type:	Local-let								
A.Q.	Analyzed								
LRTP Goal	G2-3								
	PHASE	FUND	PRIOR	SFY2016	SFY2017	SFY2018	SFY2019	Future	
	ENG	STATE	\$1						
	ENG	LOCAL	\$30		\$3				
	CON	LOCAL			\$428				
	ENG	STP	\$120		\$10				
	CON	STP			\$1,714				
MVRPC #	1662.7	MIA - East Ash Street Bikeway US 36 (East Ash Street) from Centre Ct./Scott Dr. to Looney Rd.-Construction of a separated bike lane and pedestrian facility and tree plantings.	\$659	Piqua	Decreased Federal and Local construction funding to reflect changes in Ellis.				
ODOT PID #	97899								
Let Type:	Traditional								
A.Q.	Exempt								
LRTP Goal	G2-1								
	PHASE	FUND	PRIOR	SFY2016	SFY2017	SFY2018	SFY2019	Future	
	ENG	LOCAL			\$120				
	CON	LOCAL				\$245			
	CON	TA				\$294			

Table 4.3 RECOMMENDED SFY2016-SFY2019 TRANSPORTATION IMPROVEMENT PROGRAM (HIGHWAY, BIKEWAY AND OTHER PROJECTS)

Montgomery County Projects

		COUNTY, ROUTE, SECTION, LOCATION AND TERMINI			TOTAL COST (000)	PROJECT SPONSOR	COMMENTS			
MVRPC #	1898.7	MOT - Robert Drive Bikepath Robert Drive from West Third Street to West Fifth Street-Construct a separated bike path along the west side of the street.			\$255	Dayton	Project cancelled by the project sponsor and will be removed from the TIP.			
ODOT PID #	103175									
Let Type:	Local-let									
A.Q.	Exempt									
L RTP Goal	G2-1									
	PHASE	FUND	PRIOR	SFY2016	SFY2017	SFY2018	SFY2019	Future		
	ENG	LOCAL				\$10				
	ENG	STATE				\$3				
	CON	LOCAL						\$51		
	CON	TA						\$191		
MVRPC #	1663.7	MOT - SRTS Riverside IFS 2 South side of Valley Pike from Hypathia Avenue to Harshman Road-Installation of sidewalks. The project will also include storm water drainage, curb and gutter, 4" concrete walk, retaining wall with railing and minor pavement repair.			\$350	Riverside	Updated project limits and description based on request from project sponsor.			
ODOT PID #	98267									
Let Type:	Traditional									
A.Q.	Exempt									
L RTP Goal	G2-1									
	PHASE	FUND	PRIOR	SFY2016	SFY2017	SFY2018	SFY2019	Future		
	ROW	LOCAL				\$76				
	CON	LOCAL					\$55			
	CON	TA					\$219			
MVRPC #	1922.5	MOT - Schantz Bridge Schantz Avenue over South Patterson Boulevard-Replacement of structurally deficient bridge.			\$1,641	Kettering	New project, not in current TIP.			
ODOT PID #	103811									
Let Type:	Local-let									
A.Q.	Exempt									
L RTP Goal	G2-2									
	PHASE	FUND	PRIOR	SFY2016	SFY2017	SFY2018	SFY2019	Future		
	ENG	STATE			\$19					
	CON	LOCAL					\$324			
	CON	STD					\$1,298			

Table 4.3 RECOMMENDED SFY2016-SFY2019 TRANSPORTATION IMPROVEMENT PROGRAM (HIGHWAY, BIKEWAY AND OTHER PROJECTS)

Montgomery County Projects

		COUNTY, ROUTE, SECTION, LOCATION AND TERMINI			TOTAL COST (000)	PROJECT SPONSOR	COMMENTS			
MVRPC #	1544.6	MOT - Wilmington Pike 00.00 Wilmington Pike from SR725 to Dille Drive-Upgrade communication between 12 traffic signals and rebuild or upgrade equipment at individual intersections as needed to improve safety and operations.			\$1,511	Centerville	Decreased Federal and Local construction funds to reflect changes in Ellis.			
ODOT PID #	95662									
Let Type:	Traditional									
A.Q.	Exempt									
L RTP Goal	G2-3									
	PHASE	FUND	PRIOR	SFY2016	SFY2017	SFY2018	SFY2019	Future		
	ENG	LOCAL		\$150						
	ROW	LOCAL			\$85					
	CON	CMAQ				\$1,021				
	CON	LOCAL				\$255				
MVRPC #	1478.5	MOT035-15.13S US 35 between Broadway Street and the CSX Railroad-Overlay the bridge deck using hydrodemolition. Limited approach work.			\$3,445	ODOT District-7	Increased State PE funds in SFY2017 and SFY2018 to reflect changes in Ellis.			
ODOT PID #	91600									
Let Type:	Traditional									
A.Q.	Exempt									
L RTP Goal	G2-2									
	PHASE	FUND	PRIOR	SFY2016	SFY2017	SFY2018	SFY2019	Future		
	ROW	NHPP			\$55					
	ROW	STATE			\$14					
	ENG	STATE			\$416	\$71				
	CON	NHPP					\$2,311			
	CON	STATE					\$578			
MVRPC #	1300.5	MOT035-VAR Various bridges (6) located on US 35 in Montgomery County-Flood entire decks with SRS (Soluble Reactive Silicate).			\$4,762	ODOT District-7	Deleted Federal and State R/W funds and decreased Federal construction funds to reflect changes in Ellis.			
ODOT PID #	91608									
Let Type:	Traditional									
A.Q.	Exempt									
L RTP Goal	G2-2									
	PHASE	FUND	PRIOR	SFY2016	SFY2017	SFY2018	SFY2019	Future		
	ENG	STATE	\$212	\$13						
	ENG	BR	\$177	\$54						
	CON	NHPP			\$83					
	CON	STATE				\$4,223				

Table 4.3 RECOMMENDED SFY2016-SFY2019 TRANSPORTATION IMPROVEMENT PROGRAM (HIGHWAY, BIKEWAY AND OTHER PROJECTS)

Montgomery County Projects

		COUNTY, ROUTE, SECTION, LOCATION AND TERMINI			TOTAL COST (000)	PROJECT SPONSOR	COMMENTS			
MVRPC #	1740.5	MOT070-03.34 I-70 at Arlington Pike-Remove and replace deficient bridge deck. Bridge will be widened to carry a through lane in each direction and a center turn lane and sidewalk on one side.			\$6,466	ODOT District-7	Increased Federal and State construction funds to reflect changes in Ellis.			
ODOT PID #	99623									
Let Type:	Traditional									
A.Q.	Exempt									
L RTP Goal	G2-2									
	PHASE	FUND	PRIOR	SFY2016	SFY2017	SFY2018	SFY2019	Future		
	ENG	NHPP		\$692	\$141	\$2				
	CON	NHPP				\$4,834				
	ENG	STATE	\$166	\$77	\$16	\$1				
	CON	STATE				\$537				

Table 4.6 - DETAILED PROJECT INFORMATION FOR STATEWIDE LINE ITEMS LISTED IN TABLE 4.5

		COUNTY, ROUTE, SECTION, LOCATION AND TERMINI			TOTAL COST (000)	PROJECT SPONSOR	COMMENTS			
MVRPC #	1921.4	MOT725-14.73 - SLI-015 SR 725 from I-75 to Mall Woods Drive/Prestige Plaza Drive-Install overhead lane use signs and "Next Signal" signs on mast arms in advance of signalized intersections in the Dayton Mall area.			\$565	ODOT District-7	New project.			
ODOT PID #	103790									
Let Type:	Traditional									
A.Q.	Exempt									
LRTP Goal	G2-3									
	PHASE	FUND	PRIOR	SFY2016	SFY2017	SFY2018	SFY2019	Future		
	ENG	STATE			\$136					
	CON	HSIP					\$343			
	CON	STATE					\$86			

**RESOLUTION AMENDING THE
SFY2016-SFY2019 TRANSPORTATION IMPROVEMENT PROGRAM**

WHEREAS, the Miami Valley Regional Planning Commission is designated as the Metropolitan Planning Organization (MPO) by the Governor acting through the Ohio Department of Transportation in cooperation with locally elected officials for Greene, Miami and Montgomery Counties including the jurisdictions of Carlisle, Franklin and Springboro in Warren County; and

WHEREAS, the MVRPC's Board of Directors serves as the policy and decision making body through which local governments guide the MPO's transportation planning process for the Dayton Metropolitan Area; and

WHEREAS, all Federally funded transit and highway improvements within Greene, Miami and Montgomery County must be included in the region's Transportation Improvement Program (TIP) prior to the expenditure of Federal funds; and

WHEREAS, the SFY2016-SFY2019 Transportation Improvement Program was adopted on May 7, 2015; and

WHEREAS, MVRPC and ODOT have made numerous modifications to the programming documents for various projects resulting in the need for a SFY2016-SFY2019 TIP amendment; and

WHEREAS, the proposed amendment is consistent with the Region's long-range transportation plan; and

WHEREAS, this TIP amendment will not affect the regional air quality emission analysis of the SFY2016-SFY2019 TIP; and

WHEREAS, the MVRPC Public Participation Policy for Transportation Planning process allows for minor TIP amendments such as this to occur without separate public involvement meetings; and

WHEREAS, this amendment will result in a TIP that is in reasonable fiscal constraint

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the Miami Valley Regional Planning Commission hereby adopts **Amendment #12** to the SFY2016-SFY2019 Transportation Improvement Program as shown on the attached TIP Tables.

BY ACTION OF THE Miami Valley Regional Planning Commission's Board of Directors.

Brian O. Martin, AICP
Executive Director

Carol Graff, Chairperson
Board of Directors of the
Miami Valley Regional Planning Commission

Date

MEMORANDUM

To: Technical Advisory Committee, Board of Directors
From: MVRPC Staff
Date: August 10, 2016
Subject: FAST Act Funds Availability Report and Project Solicitation Request

Federal transportation planning regulations require Metropolitan Planning Organizations (MPOs) in areas over 200,000 population to select projects in consultation with the State. All FHWA and FTA funded projects within the metropolitan planning area must be included in the Transportation Improvement Program (TIP). The TIP must be prioritized and it must include a financial plan demonstrating how projects are to be funded.

Annually, MVRPC staff evaluates current transportation planning requirements and suggests changes to MVRPC's federal funding Program Policies and Procedures used to solicit new projects. These TIP development procedures require staff to provide an annual information report showing the status of regionally controlled federal transportation funds: Surface Transportation Program (STP), Congestion Mitigation/Air Quality (CMAQ) and Transportation Alternatives (TA) for new projects. Based upon funding availability, the MVRPC Board may authorize staff to begin a new project solicitation.

The attached table entitled "Status of MVRPC's Regional Federal Funding – SFY2017-SFY2022" shows the status of regionally controlled federal transportation funds over the next six-year period. The report shows that staff anticipates a short-range fund balance of \$19.2 million (\$17.3 M STP and \$1.9 M of TA funds) which is slightly more than a full years allocation for the region. Based upon the attached financial report, staff formally requests authorization to solicit member jurisdictions for new projects.

Ohio's large MPOs no longer have direct control over CMAQ funds. A Statewide CMAQ Committee is in place and it has been determined that a CMAQ project solicitation will take place on a biennial basis. As such, the CMAQ project solicitation will be included this year.

Upon Board authorization to solicit new projects, all necessary information will be available at <http://www.mvrpc.org/transportation/transportation-financing>.

STATUS OF MVRPC'S REGIONAL (LOCALLY ALLOCATED) FEDERAL FUNDING				
SFY2017-SFY2022 Estimate				
SFY2017-SFY2022 Estimate	Funding Categories			
	STP	CMAQ	TA	Total
Budget Estimates (Available For Allocation)	\$72,232,633		\$7,649,047	\$79,881,681
Previously Committed	\$54,913,261	\$24,969,540	\$5,773,708	\$85,656,509
Currently Available For Allocation	\$17,319,372		\$1,875,339	\$19,194,712

MEMORANDUM

To: Technical Advisory Committee, Board of Directors

From: MVRPC Staff

Date: August 10, 2016

Subject: Updated Policies and Procedures for the Surface Transportation Program (STP), Congestion Mitigation and Air Quality (CMAQ) and Transportation Alternatives (TA) funds.

In 2015, Moving Ahead For Progress in the 21st Century (MAP-21) was replaced by the transportation bill called Fixing America's Surface Transportation Act (FAST Act). Prior to MAP-21, funding for the STP, CMAQ and TA programs was provided by the Safe, Accountable, Flexible and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), the Transportation Equity Act for the 21st Century (TEA-21), and the Intermodal Surface Transportation Efficiency Act (ISTEA).

In 1992, MVRPC's Transportation Committee adopted the policies and procedures for the STP and CMAQ funding categories under ISTEA. The STP, CMAQ and TA policies and procedures were last updated in 2015 to include minor clarifications to the document. MVRPC staff has since determined that additional minor updates are necessary. The updates are shown in red text in the policy document.

As you know, Ohio's large MPO's no longer have direct control over CMAQ funds. A Statewide CMAQ Committee is in place and it has been determined that a CMAQ project solicitation will take place on a biennial basis. As such, the CMAQ project solicitation will be included this year.

Additionally, it has been determined that due to lack of available funding in earlier fiscal years, the STP Resurfacing Program set aside will be suspended for the current solicitation round. This type of project remains eligible under the standard STP project application process.

The updated policy continues to include the requirement that all projects incorporate bicycle and pedestrian friendly design features to enhance the overall connectivity of the region.

The updated Policies and Procedures for the STP, CMAQ and TA Program and a copy of the resolution accepting the updated policies are attached for your consideration.

2016

APPLICATIONS DUE
OCTOBER 5, 2016



Surface Transportation Program

Congestion Mitigation/Air Quality

Transportation Alternatives

September 2016



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INTRODUCTION

Background - Requirements for project selection and priority.

1. Metropolitan Planning Organizations (MPO) are responsible for developing a Long Range Transportation Plan (LRTP) and a Transportation Improvement Program (TIP). The TIP must be consistent with the LRTP and must include all projects in the metropolitan area that are proposed for federal funding. States are required to develop a State Transportation Improvement Plan (STIP) which is consistent with MPO TIPs.
2. MPOs with populations over 200,000 like MVRPC are considered Transportation Management Areas (TMA) which are responsible for project selection of all highway and transit projects in consultation with the state. The exceptions are selected by the state in cooperation with the MPOs.
3. TIPs must be prioritized and include a financial plan demonstrating how projects are to be funded. The TIP must demonstrate that full funding can be reasonably anticipated in the time period contemplated for completion of the project.
4. LRTPs and TIPs must conform with Air Quality State Implementation Plans.
5. TMAs that are classified as nonattainment for ozone should not include significant capacity improvements unless the project is included in a Congestion Management Process (CMP) (CMP provides for effective management of new and existing transportation facilities through the use of travel demand reduction and/or operational management strategies).
6. MPOs are required to provide a reasonable opportunity for public comment on the LRTP and TIP. ***Appendix A - TIP Development Process provides a graphic overview of the TIP development process including a public comment period.***

Use of MVRPC's *Program Policies and Procedures* in programming all federal transportation funds in the TIP.

1. MVRPC will use the *Program Policies and Procedures* to evaluate, rank, select and program suballocated Surface Transportation Program (STP) funds, Congestion Mitigation and Air Quality (CMAQ) improvement program funds and Transportation Alternatives (TA) funds.
2. MVRPC will also use the *Program Policies and Procedures* to evaluate, rank, select and program all other federal highway funds.

Funds Availability and Project Approval Process

Upon Board determination of funds availability, staff will update policies, procedures, and criteria, provide a seminar for jurisdictions, and solicit qualified member government entities for new STP, CMAQ and TA projects. The solicitation cycle will start on September **7**, with applications being due on October **5** at MVRPC. A seminar for project applicants is conducted during the solicitation timeframe to provide potential applicants with information to assist them with completing the forms. After all applications are

received, staff will prepare a profile summarizing all applications that will be made available for public comments. Staff will then present the list to the Technical Advisory Committee(TAC) and Board of Directors as an information report. Staff will then review all project applications based upon the selection criteria outlined herein, and for consistency with the Regional Complete Streets Policy. Staff will create a draft ranking of the projects and hold project sponsor meetings, where a final consensus will be reached. Finally, staff will develop a draft list of preferred projects and financial plan that will be forwarded to the TAC and Board for final approval. Ultimately, the Board will make a final project adoption at or before their March meeting subsequently directing staff to notify all project sponsors of the result. Upon funding approval, project sponsors are required to attend biannual project review meetings as setup by MVRPC staff.

Appendix B – MVRPC Project Funding Prioritization Decision Making Process provides a graphic overview of MVRPC’s project funding prioritization decision making process.

Eligible Applicants and Projects

Applicants are limited to qualified member government entities located inside the boundaries of the MPO area.

Typical **STP** projects include: Capacity and maintenance projects such as lane additions, resurfacing/rehabilitation, safety upgrades...etc. (see Appendix D)

Typical **CMAQ** projects reduce congestion and improve air quality including but not limited to: turn lane additions, traffic signal interconnects, bikeway and pedestrian projects, Intelligent Transportation System (ITS) projects, High Occupancy Vehicle (HOV) lane, new transit services, pedestrian access, intermodal facilities, rideshare/ozone action programs, ...etc. (see Appendix D)

The **TA** program provides funding for programs and projects defined as transportation alternatives, including on-road and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, community improvement activities, and environmental mitigation; recreational trail program projects; safe routes to school projects ...etc. (see Appendix D)

All projects must be consistent with one or more of the 8 factors listed below as required by the Federal legislation.

1. Support the economic vitality of the metropolitan area
2. Increase safety
3. Increase security
4. Increase accessibility and mobility options for people and freight
5. Protect the environment, conserve energy, and improve quality of life
6. Enhance integration and connectivity of the transportation system
7. Promote efficiency
8. Emphasize preservation of the existing transportation system

Projects must be consistent with one of the emphasis areas on comprehensive approaches to solving transportation problems, which include maintenance and improved efficiency, congestion reduction, coordination of transportation and land use

planning, implementation of federal transportation control measures, and low cost operation or economically efficient improvements.

All project activities including design, right of way acquisition, ADA compliancy, etc. must adhere to all applicable federal and state laws.

Note: When Federal funds are used on a signal or signal project, warrants are required.

In addition to federal and state requirements, MVRPC requires that all projects:

- Be included or justified in a local plan or program.
- Are sponsored by an MVRPC member organization which has committed to a timely project development schedule.
- Be located within a member jurisdiction's boundaries. Projects located within the boundaries of a non-member jurisdiction are not eligible for MVRPC controlled Federal funds unless the member jurisdiction applying for funds would be the owner or maintainer of the facility being constructed.
- Provide evidence that alternative project funding sources have been considered.
- Are compliant with the Regional Complete Streets Policy, adopted January 6, 2011; STP and CMAQ project applications that do not comply with the Regional Complete Streets Policy will not be considered for funding.
- Applications must be submitted in accordance with the format guidelines included in the application.
- Are listed in a resolution from the applicant's governing body permitting the submission of an application, as well as detailing the local priority of the project. This resolution should also formally commit the jurisdiction to providing the local match (regardless of source) to the Federal funds as shown in the application. If there are multiple jurisdictions involved in the financing of a project, resolutions are required from each jurisdiction detailing their respective financial commitment to the project.
- Upon funding approval, applicant is required to attend biannual project review meetings as setup by MVRPC staff.
- If an MVRPC funded project is subsequently awarded additional sources of Federal or State funds, the MVRPC funds must be encumbered first (100% up to the project cap) prior to utilization of the additional funding sources.

The Federal-Aid Highway Program, which includes STP, CMAQ and TA, is a federally funded state administered program. It is not a grant program, but rather a reimbursement program, meaning that FHWA reimburses the state for the funded share of the actual expenses it incurs on a project as the project proceeds. The state then reimburses the local project sponsor as the project progresses. In no case will costs be eligible for reimbursement until the project is approved by ODOT and the Federal Highway Administration (FHWA).

STP-CMAQ Funding Provisions

Project sponsors for either the STP or CMAQ program funds are encouraged to finance architectural/engineering plans, environmental assessment studies, right-of-way plans, right-of-way purchase and environmental remediation, if necessary. These costs are eligible for reimbursement, however, to maximize the region's resources the project advocate is encouraged to undertake these costs locally.

MVRPC's STP and CMAQ programs are very competitive; as such MVRPC's project evaluation system awards bonus points on a gradient scale for projects that include more than the minimum local match required. **Applicants providing greater than 20% local match for project phases funded with regionally controlled Federal funds will score bonus points in the overall ranking and scoring process.**

For STP and CMAQ projects, MVRPC will provide up to 80% (federal) of the cost for individual phases of a project. The maximum amount of STP funds available per project is \$3,000,000. The applicant is required to provide a minimum of 20% (non-federal) of the cost for individual phases of the project. Projects such as signal interconnections and the Rideshare program are eligible for up to 100% funding.

Please note that Ohio's large MPOs no longer have direct control over CMAQ funds. A Statewide CMAQ Committee is in place and it has been determined that a CMAQ project solicitation will take place on a biennial basis. As such, the CMAQ project solicitation will be ~~suspended until next year~~ *included this year.*

STP Resurfacing Program Funding Provisions

From time to time, a certain amount of STP funds may be set aside to fund Federally eligible simple resurfacing projects. The amount of set aside for these resurfacing projects will be determined on an annual basis. ~~This year, it has been determined that \$3,000,000 will be set aside for this component of the STP program and only projects able to be awarded in SFY2017 will be considered. The maximum amount of STP funds available per resurfacing project is \$1,000,000.~~ ***This year, it has been determined that due to lack of available funding in earlier fiscal years, the STP Resurfacing Program set aside will be suspended for the current solicitation round. This type of project remains eligible under the standard STP project application process.***

The intent of dedicating a specific set-aside for resurfacing projects is that these are the types of projects that, while eligible for STP funds, typically don't score well using the standard Project Evaluation System. These are also the types of projects that can be developed and awarded much more quickly than standard reconstruction projects.

When applying specifically for this component of the STP program, the project sponsor should mark the appropriate box on the front page of the application and fill out STP Resurfacing evaluation form.

TA Funding Provisions

The TA program will provide up to 80% (federal) of the construction or implementation cost of a project. The maximum amount of TA funds available per project is \$350,000. The applicant is required to provide a minimum of 20% (non-federal) of the construction or implementation cost. The applicant is required to finance architectural/engineering plans, environmental assessment studies, right-of-way plans, right-of-way purchase and environmental remediation, if necessary. These costs cannot be credited toward the applicant's cost of the construction or implementation costs. Applicants providing greater than 20% local match for the construction/implementation phase will score bonus points in the overall ranking and scoring process.

Please note that non-infrastructure projects, while eligible for TA funds, typically don't score well using the standard Project Evaluation System. Applicants interested in Safe Routes to School non-infrastructure projects under the TA program are encouraged to apply directly to ODOT's Safe Routes to School Program. Jurisdictions interested in completing travel plans near schools, adopting complete streets policies, conducting walking audits, or extending local trails should contact Kjirsten Frank-Hoppe, MVRPC regional planner. Mrs. Frank-Hoppe will provide applicants with essential information for project justification. She is a planning resource during the preparation of the application by the local jurisdiction and development of plans.

General Funding Provisions

Appendix G provides information about ADA compliance and right-of-way control certification that must be addressed prior to submitting an application for funding.

NOTE: Roadway projects utilizing MVRPC controlled Federal funds must be located on roadways functionally classified as Urban Collector or above or Rural Major Collector or above. Interactive functional classification maps can be found at: <http://www.mvrpc.org/pes/map.html>

The amount of federal funds available for reimbursement for a project will be capped at the MVRPC Board approved amount. If during the Environmental phase of a project, issues are discovered which would unexpectedly increase the cost of the project, exceptions to the funding cap may be considered. It is expected that all cost estimates will be reliable, well researched, inflated to year of expenditure and not expected to increase. In addition, cost estimates must be certified by a professional engineer. When compiling cost estimates, please take into consideration that there can be significant costs associated with compliance to federal regulations. Failure to account for such costs may result in your application's approval with insufficient funds to enable the project to be realized. All cost overruns realized at bid opening will be the sole responsibility of the project sponsor. Once approved, a project's scope can not be changed without the Board's approval.

NOTE: All projects approved for funding must be programmed with ODOT within three months of the project approval date to avoid retraction of funds. It is the responsibility of the project sponsor to program their project with ODOT, MVRPC will assist in this process if requested.

In order to prevent jeopardizing the regionally controlled Federal funds, once a State Fiscal Year (SFY) for the Federal funds has been requested by the project sponsor, every effort should be made by the project sponsor to ensure the funds are used in those years. When considering whether to allow a delay in the use of regionally controlled Federal funds, MVRPC will take into account the project sponsor's ability to obtain a waiver under ODOT's Annual Budget Carryover Reduction Policy. If existing projects that utilize MVRPC controlled Federal funds are allowed to be delayed from one SFY to another, a penalty of -5 points per project delay may be assessed to every future application by the project sponsor for the next application cycle or until the delayed project has been awarded. Similarly, if a sponsor withdraws a funded project, a penalty of -5 points per project withdrawn may be assessed to every application submitted to the next application cycle.

PROJECT EVALUATION AND RANKING PROCESS

All proposed projects are reviewed using a two step project evaluation and ranking process. The first step is an initial screening which includes items discussed previously under the project eligibility and funding provision sections. If the proposed project meets all of the pre-screening criteria, it will be assigned to either the STP, CMAQ or TA funding category. After funding categories have been determined for each project they will be advanced to the second step, ranking, using the criteria attached to the project application. The evaluation system is broken down into three categories of projects: roadway, transit and bikeway/pedestrian. The scoring system was devised to equitably rank all three types of projects regardless of project type.

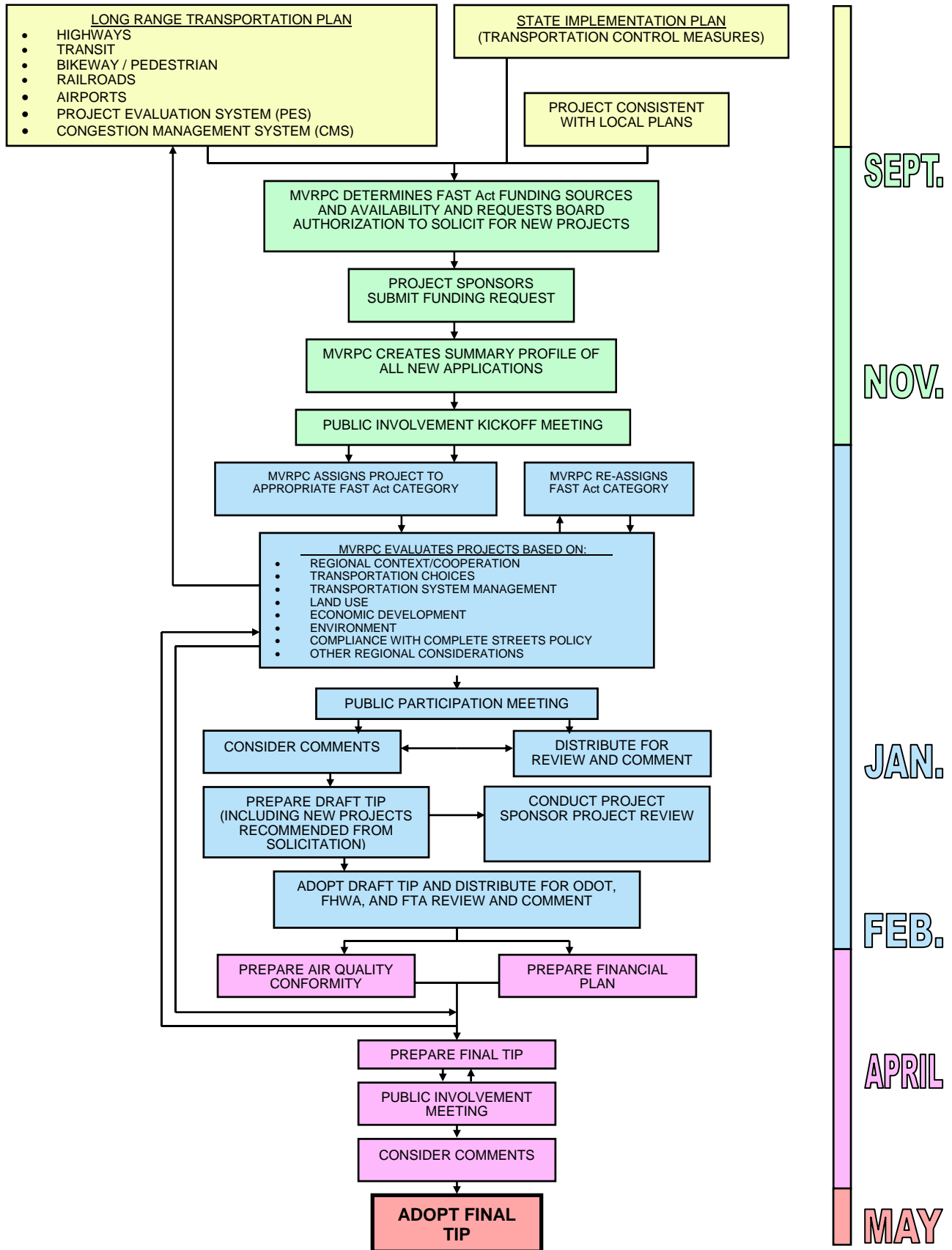
Once the draft scores from the project evaluation system are compiled, some projects may be reassigned to a different funding category. A final analysis would then be completed based upon the above criteria. In order to assure timely obligation of funds, annual TIP programming priority will be determined based upon funding rank, anticipated date of expenditure and funds availability.

SUMMARY

MVRPC's Program Policies and Procedures states the general practices of the MVRPC Board of Directors regarding programming projects with federal funds. The policies and procedures will enable communities to evaluate projects for funding eligibility prior to submittal to MVRPC. They also provide a means of continuously monitoring the program so that only projects which are actively pursued will ultimately receive federal funds. Exceptions to these general policies and procedures will be considered on a case by case basis. For further information please visit our web site at www.mvrpc.org or contact:

Paul Arnold
Manager, Short Range Programs
Miami Valley Regional Planning Commission
10 North Ludlow Street, Suite 700
Dayton, OH 45402
Ph: (937) 223-6323
Fax: (937) 223-9750
Email: parnold@mvrpc.org

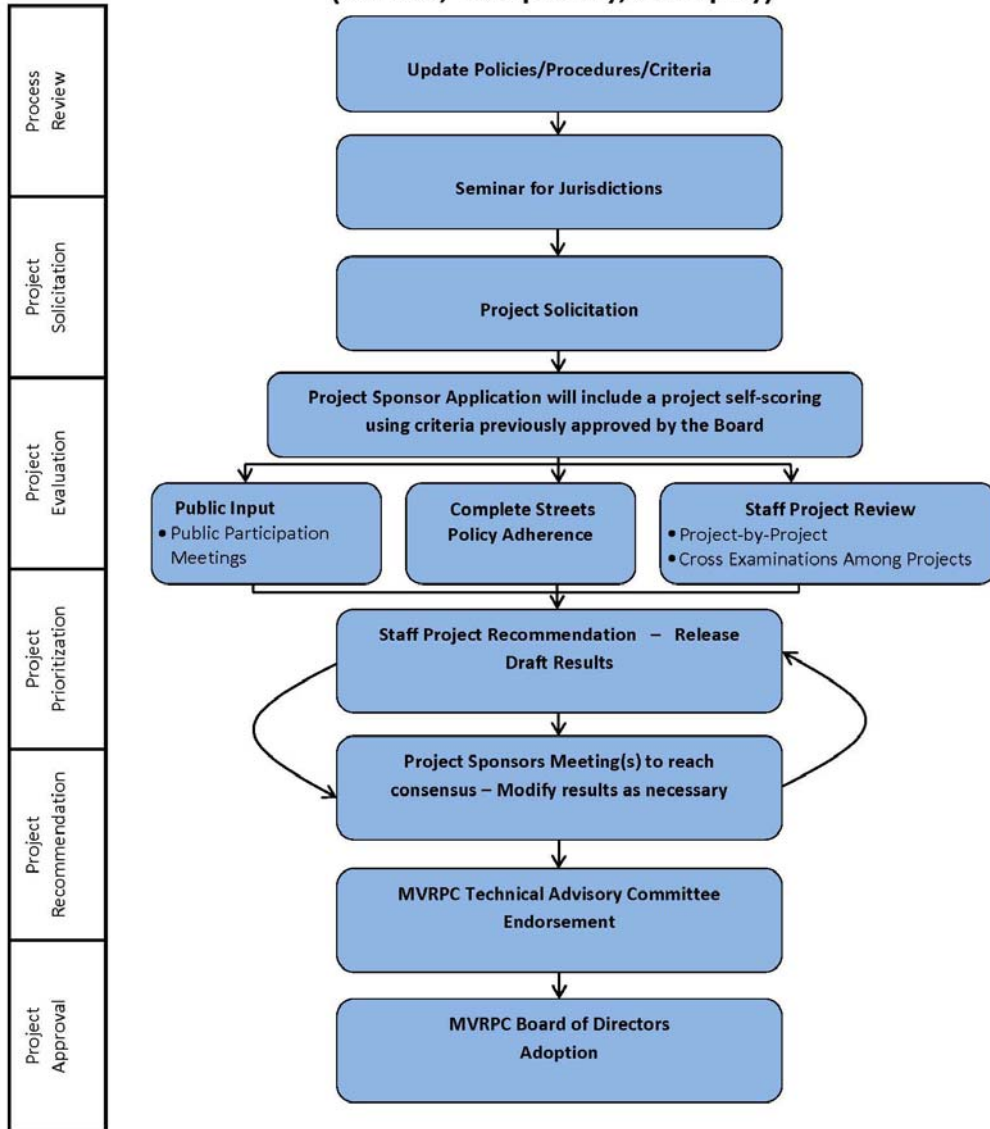
Appendix A — MVRPC's TIP DEVELOPMENT PROCESS



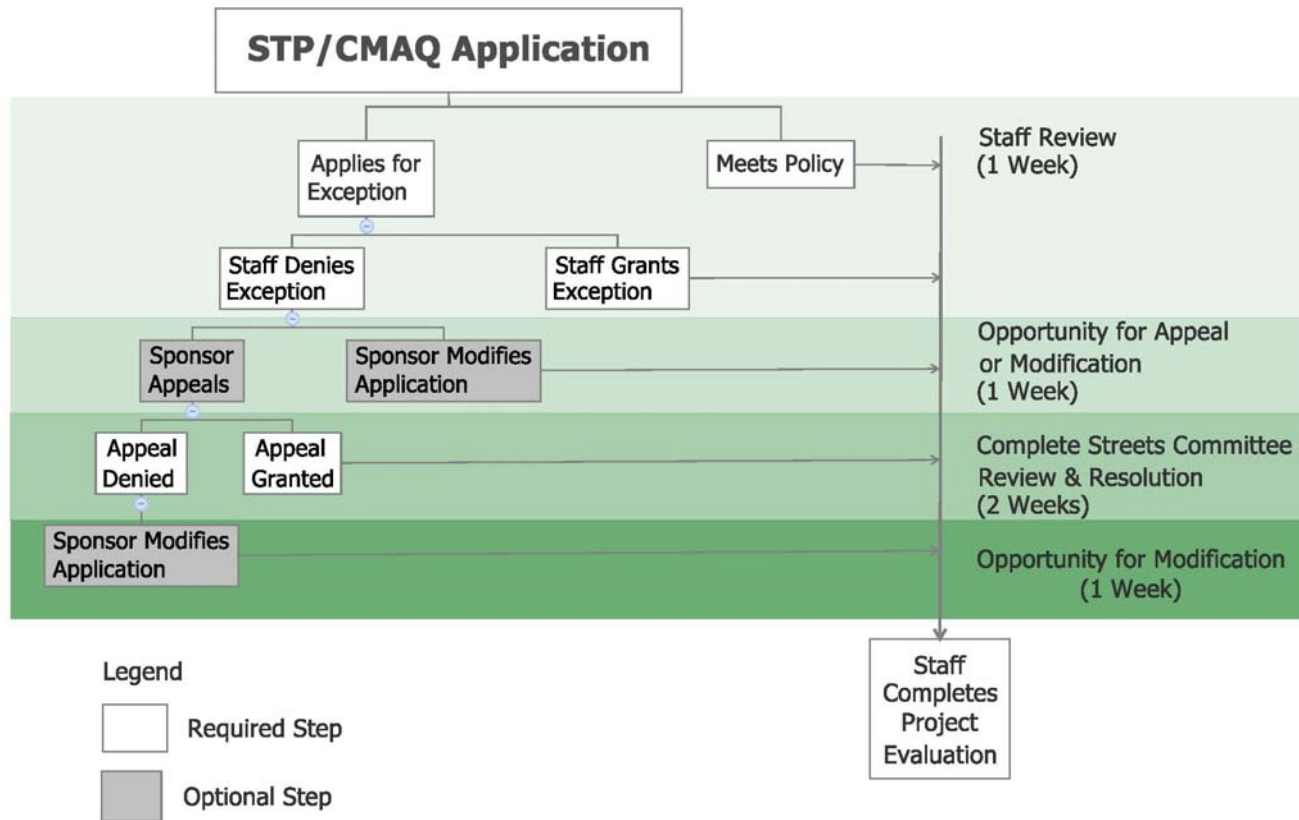
Appendix - B

MVRPC PROJECT FUNDING PRIORITIZATION DECISION MAKING PROCESS

(Fairness, Transparency, and Equity)



Appendix C - STP AND CMAQ COMPLETE STREETS ADHERENCE PROCESS



Appendix D - ELIGIBLE STP, CMAQ and TA FUNDING ACTIVITIES

Eligible STP activities

- Construction, reconstruction, rehabilitation, resurfacing, restoration, and operational improvements for highways including Interstate highways and bridges (including bridges on public roads of all functional classifications), including any such construction or reconstruction necessary to accommodate other transportation modes, and including the seismic retrofit and painting of and application of calcium magnesium acetate, sodium acetate formate, or other environmentally acceptable, or minimally corrosive anti-icing and de-icing compositions on bridges and approaches thereto and other elevated structures, mitigation of damage to wildlife, habitat, and ecosystems caused by a transportation project funded under Title 23, United States Code
- Capital costs for transit projects eligible for assistance under chapter 53 of Title 49, United States Code, including vehicles and facilities, whether publicly or privately owned that are used to provide intercity passenger service by bus
- Carpool projects, fringe and corridor parking facilities and programs, bicycle and pedestrian facilities (off-road or on-road, including modification of walkways) on any public roads in accordance with 23 U.S.C 217 and the modification of public sidewalks to comply with the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.)
- Highway and transit safety infrastructure improvements and programs, hazard eliminations, projects to mitigate hazards caused by wildlife, and railway-highway grade crossings
- Highway and transit research and development and technology transfer programs
- Capital and operating costs for traffic monitoring, management, and control facilities and programs
- Surface transportation planning programs
- Transportation enhancement activities
- Transportation control measures listed in Section 108(f)(1)(AQ) (other than clause xvi) of the Clean Air Act (42 U.S.C. 7407(d))
- Development and establishment of management system under 23 U.S.C. 303
- Habitat and wetlands mitigation efforts related to Title 23 projects
- Infrastructure based intelligent transportation systems capital improvements
- Environmental restoration and pollution abatement projects to address water pollution or environmental degradations caused or contributed to by transportation facilities, which projects shall be carried out when the transportation facilities are undergoing reconstruction, rehabilitation, resurfacing, or restoration; except that the such environmental restoration or pollution abatement shall not exceed 20 percent of the cost of the 4R project

Eligible CMAQ activities

- Transportation activities in an approved State Implementation Plan
- Transportation control measures to assist areas designated as non-attainment under the Clean Air Act Amendments (CAAA) of 1990
- Pedestrian/bicycle facilities
- Traffic management/monitoring/congestion relief strategies
- Transit (new system/service expansion or operations)
- Transit vehicle replacement
- Alternative fuel projects (including vehicle refueling infrastructure)
- Inspection and maintenance (I/M) programs
- Intermodal freight
- Telecommunications
- Travel demand management
- Project development activities for new services and programs with air quality benefits
- Public education and outreach activities
- Rideshare programs
- Establishing/contraction with transportation management associations (TMAs)
- Fare/fee subsidy programs
- HOV programs
- Diesel retrofits
- Truck-stop electrification
- Experimental pilot projects
- Other Transportation projects with air quality benefits

NOTE: Ineligible CMAQ projects include construction of projects which add new capacity for single-occupancy vehicles.

The purpose of the CMAQ program is to fund transportation projects or programs that will contribute to attainment or maintenance of clean air standards. The primary eligibility requirement is that they will demonstrably contribute to attainment or maintenance of clean air standards.

For a complete listing of eligible projects, please visit the following link to review FHWA's Final CMAQ Program Guidance:

http://www.fhwa.dot.gov/environment/air_quality/cmagg/index.cfm

Upon MVRPC's initial project approval, sponsors may be asked to provide more detailed project information in order for MVRPC staff to conduct the required emissions reduction analysis. Assuming the analysis is favorable it will be forwarded to ODOT in a request for concurrence of the use of CMAQ funds. Following ODOT's determination of concurrence, ODOT will forward the analysis and a letter of concurrence to the FHWA and request final approval of the use of CMAQ funds.

Eligible TA activities

TA projects are not required to be located along Federal-aid highways. Activities eligible under TA are eligible for STP funds (23 U.S.C. 133(b)(11)).

Under 23 U.S.C. 133(c)(2), TA-eligible projects funded with STP funds are exempt from the location restriction in 23 U.S.C. 133(c).

For SRTS noninfrastructure projects, traffic education and enforcement activities must take place within approximately two miles of a primary or middle school (grades K - 8). Other eligible noninfrastructure activities do not have a location restriction. SRTS infrastructure projects are eligible for TA funds regardless of their ability to serve school populations, and SRTS infrastructure projects are broadly eligible under other TA eligibilities, which do not have any location restrictions.

Under 23 U.S.C. 213(b), eligible activities under the TA program consist of:

1. Transportation Alternatives as defined in 23 U.S.C. 101(a)(29) (MAP-21 §1103):
 - A. Construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990 (42 USC 12101 et seq.).
 - B. Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
 - C. Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other nonmotorized transportation users.
 - D. Construction of turnouts, overlooks, and viewing areas.
 - E. Community improvement activities, which include but are not limited to:
 - i. inventory, control, or removal of outdoor advertising;
 - ii. historic preservation and rehabilitation of historic transportation facilities;
 - iii. vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control; and
 - iv. archaeological activities relating to impacts from implementation of a transportation project eligible under title 23.
 - F. Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to-
 - i. address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities described in sections 133(b)(11), 328(a), and 329 of title 23; or
 - ii. reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.
2. The [recreational trails program](#) under section 206 of title 23.
3. The safe routes to school program eligible projects and activities listed at section 1404(f) of the SAFETEA-LU:

- A. Infrastructure-related projects.
 - B. Noninfrastructure-related activities.
 - C. Safe Routes to School coordinator.
4. Planning, designing, or constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.

Transportation enhancement categories that are no longer expressly described as eligible activities under the definition of transportation alternatives are:

Landscaping and other scenic beautification. However, under the "community improvement activities" category, projects such as streetscaping and corridor landscaping may be eligible under TAP if selected through the required competitive process. States may use TAP funds to meet junkyard screening and removal requirements under 23 U.S.C. 136 if selected through the competitive process. Landscaping and scenic enhancement features, including junkyard removal and screening, may be eligible as part of the construction of any Federal-aid highway project under [23 U.S.C. 319](#), including TAP-funded projects.

For a complete listing of eligible projects, please visit the following link to review FHWA's Final TA Program Guidance:

http://www.fhwa.dot.gov/environment/transportation_alternatives.

Appendix E - MVRPC STATE INFRASTRUCTURE BANK (SIB)

LOAN REPAYMENT POLICY

April 2014

Background

In an effort to expedite regional priority projects and make such projects more competitive for other funding sources, MVRPC has developed a policy to guide the process of applying for Surface Transportation Program (STP) funds as a means of repaying a State Infrastructure Bank (SIB) loan.

Financial Resources

After approval of the Board's resolution approving a SIB loan repayment project, MVRPC will set aside up to \$775,000 of its annual STP allocation for the purpose of loan (principal only) repayment. The years that STP funds are set aside for repayment of the loan will be clearly spelled out in the Board's resolution. At no time will the SIB loan repayment interrupt approved MVRPC projects that are on the Transportation Improvement Program (TIP).

For comparison purposes, \$775,000 is approximately 7 percent of the current SFY 2013 STP allocation for the Region. This amount will be reviewed and modified when necessary due to future allocations. No more than \$400,000 annually shall be made available to any one project. There is a limit of one project per local sponsor. MVRPC's federal STP funds must be matched by the local project sponsor at a minimum of 20 percent. An additional SIB loan for repayment of the 20 percent local match could be allowed as determined by ODOT. MVRPC funds shall not be used to repay a SIB loan that repays local match.

MVRPC's policy requires that a local project sponsor initiates taking out the loan, submits the funding application to the SIB, pays closing costs, and pays interest payments for the duration of the loan. MVRPC would in turn commit to paying back the loan principal as long as federal STP funds are available. No other MVRPC grants, operating, or capital funds are to be used for loan repayment.

MVRPC's current funding commitments as documented in the current Transportation Improvement Program (TIP) shall not be affected by this policy. Future loan requests will be accommodated starting with the first year of available STP capacity.

STP allocations (or other equivalent federal funds) may be subject to change over time and this policy will be adjusted accordingly.

Eligible Projects

Regional priority projects must meet the following conditions to be eligible for the STP SIB loan repayment program.

- The project is eligible to receive MVRPC STP funds and is included in the Region's most current Long Range Transportation Plan.
- Environmental document is complete and project development is underway.
- Project addresses a regional transportation goal such as improving safety or congestion.
- Project is included in a regional priority list.
- Project is supported by all directly affected communities.
- A long term funding plan has been prepared and has been agreed to by all local and state funding partners.

Consistent with MVRPC funding policy, the MVRPC portion of the payments shall be made available to the construction phase(s) of the project and the construction phase of the project must be estimated to be at least \$15 million.

Loan Request Process

A local member jurisdiction contacts MVRPC staff to initiate a loan request for a specific project. Requests may be made at any time during the year. Since the SIB loan repayment program is unlikely to be the sole funding source for a project, the project sponsor must also provide a complete funding package, including any additional resources made available by the project sponsor and resolution of support by the jurisdiction's government body.

MVRPC staff would then verify financial capacity, project eligibility and work with the project sponsor to develop a MVRPC resolution detailing the financial arrangement of the proposed loan including loan amount, term, interest, and other relevant details as coordinated with the ODOT State Infrastructure Bank.

The loan request would be made available to the next two TAC/Board cycles, first as an information item and then as an action item. The loan request would also be made available on the MVRPC website and publicized via press release to provide for the opportunity for comment by the general public and other interested parties.

Following Board approval, MVRPC and the local jurisdiction will work with the ODOT SIB loan staff to finalize the loan agreement.

Project Examples on Applying the MVRPC SIB Loan Repayment Policy

Example 1 – MOT-35 – PID 89130 – Yes

Project is eligible to receive MVRPC STP funds and is included in the current Long Range Plan. Environmental is complete and plans are finished. Project addresses congestion by adding an additional lane to US-35 in Montgomery County. Project has been on the TRAC list for several years and is supported by all directly affected communities. The construction phase of the project is estimated to be greater than \$15 million.

Answer: Based on the information above, the project would be eligible for a MVRPC STP repaid SIB loan based on the policy.

Example 2 – GRE-35 – PID 80468 – No

Project is eligible to receive MVRPC STP funds and is included in the current Long Range Plan. Environmental is not complete and plans are not finished. Project addresses safety by eliminating at-grade intersections on US-35 in Greene County. Project has been on the TRAC list for several years and is supported by all directly affected communities. The construction phase of the project is estimated to be greater than \$15 million.

Answer: Based on the information above, the project would not currently be eligible for a MVRPC STP repaid SIB loan based on the policy because Environmental and Design are not complete.

Example 3 – No

A member jurisdiction would like to utilize the MVRPC SIB loan program for a roadway (minor arterial) reconstruction project that is estimated to cost \$5 million for construction. Project is eligible for MVRPC STP funds and Environmental and Design are completed. The project is not in the Long Range Plan, as it does not add capacity and has never been included on a regional priority list.

Answer: Based on the information above, the project would not be eligible for a MVRPC STP repaid SIB loan based on the policy because it is not on the Long Range Plan, does not address a regional transportation goal, it has never been on a regional priority list and the construction cost is estimated to be less than \$15 million.

Example 4 – No

A member jurisdiction would like to utilize the MVRPC SIB loan program for a multi-jurisdictional roadway widening project that is estimated to cost \$20 million for construction. One directly affected community is opposed to the project. Project is eligible for MVRPC STP funds and Environmental and Design are completed. The project is in the Long Range Plan and has been included on a regional priority list.

Answer: Based on the information above, the project would be not eligible for a MVRPC STP repaid SIB loan based on the policy because it is not supported by all directly affected communities.

Appendix F – MVRPC’s LIST OF ACRONYMS

4R	New Construction/Reconstruction
ADA	Americans with Disabilities Act 1990
CAAA	Clean Air Act Amendments 1990
CMAQ	Congestion Mitigation and Air Quality – MVRPC’s historical allocation of this Federal funding source is approximately \$ 6.4 million each year
CMP	Congestion Management Process
ELLIS	A web-based application designed to be a “major management system linking ODOT’s new approaches to project delivery, planning, system forecasting and financial management.
FAST Act	Fixing America’s Surface Transportation Act – Current Transportation Bill
FHWA	Federal Highway Administration, a department of the U.S. Department of Transportation
FTA	Federal Transit Administration
HOV	High Occupancy Vehicle
I/M	Inspection and Maintenance programs
ISTEA	Intermodal Surface Transportation Efficiency Act – Former Transportation Bill
ITS	Intelligent Transportation System
L RTP	MVRPC Long Range Transportation Plan
MAP-21	Moving Ahead for Progress in the 21st Century – Former Transportation Bill
MPO	Metropolitan Planning Organization
MVRPC	Miami Valley Regional Planning Commission
ODOT	Ohio Department of Transportation
PES	Project Evaluation System – Project scoring system for MVRPC projects
SAFETEA-LU	The Safe, Accountable, Flexible and Efficient Transportation Equity Act: A Legacy for Users – Former Transportation Bill
SFY	State Fiscal Year - July 1 st – June 30 th
SIB Loan	State Infrastructure Bank Loan
STIP	State Transportation Improvement Program

STP	Surface Transportation Program – MVRPC’s allocation of this Federal funding source is approximately \$ 11.8 million each year
SRTS	Safe Routes to School
TA	Transportation Alternatives - MVRPC’s allocation of this Federal funding source is approximately \$ 1.2 million each year
TAC	Technical Advisory Committee
TAP	Transportation Alternatives Program
TEA-21	Transportation Equity Act for the 21st Century – Former Transportation Bill
TIP	Transportation Improvement Program
TMA	Transportation Management Areas
TRAC	Transportation Review Advisory Council

Appendix G - Information Regarding ADA Compliance and Right-of-Way Control Certification

ODOT FAQ on ADA Curb Ramp Requirements

Reference: FHWA Q&A on ADA requirements to provide curb ramps when streets, roads or highways are altered through resurfacing.

https://www.fhwa.dot.gov/civilrights/programs/ada_resurfacing_qa.cfm

1.) Resurfacing projects on federal aid highways

Q: What are the requirements for ADA Curb Ramps?

A: If a curb ramp was built or altered prior to March 15, 2012, and complies with the requirements for curb ramps in either the 1991 ADA Standards for Accessible Design (1991 Standards, known prior to 2010 as the 1991 ADA Accessibility Guidelines, or the 1991 ADAAG) or Uniform Federal Accessibility Standards UFAS, it does **not** have to be modified to comply with the requirements in the 2010 Standards. 1991 designed curb ramps require truncated domes.

Prior to the MVRPC application period, LPAs will be required to check all existing curb ramps within proposed project limits for compliance to either 1991 or 2010 design standards.

2.) Design Standards

Q: Where can you find the ADA Standards for Accessible Design?

A: 1991 Standards – <http://www.ada.gov/1991standards/adastd94-archive.pdf>

A: 2010 Standards –

http://www.dot.state.oh.us/Divisions/Engineering/Roadway/DesignStandards/roadway/Standard%20Construct%20Drawings/BP-7.1_07-18-14.pdf

3.) Proof of ADA Compliance

Q: What will ODOT require as documentation to demonstrate all ADA Curb Ramps are in compliance with either 1991 or 2010 design standards?

A: Either existing construction plans or field verification that all ADA Curb Ramps meet the appropriate design standards. ODOT is working on a documentation form.

4.) Construction of ADA Curb Ramps

Q: When does an LPA have to construct ADA Curb Ramps?

A: If an LPA is going to apply for MVRPC funding on a resurfacing project, then all required ADA Curb Ramps must be completed prior to the application submittal.

Note: If the resurfacing project includes new curb ramp construction, then full survey and design is required to verify whether temporary and/or permanent right of way is needed for proper installation (will also consider impacts to utilities).



OHIO DEPARTMENT OF TRANSPORTATION
INTER-OFFICE COMMUNICATION
CENTRAL OFFICE

DATE: September 16, 2011

TO: District Deputy Directors, District Production Administrators, District Real Estate Administrators

FROM: James Young , Deputy Director , Division of Engineering

SUBJECT: Right of Way Control Certification on Enhancement Projects

Similar to the issue of adjuncts to existing buildings encroaching into sidewalk area right of way, Enhancement Program Streetscaping projects may also experience situations where existing "public" sidewalks may be on property not technically covered by the Department with a highway easement or warranty deed. However, the municipal government involved had heretofore always been able to effectively manage sidewalk area requirements via the enforcement of local building codes and the like. Property owners either individually maintained these areas themselves, or the local government took care of the work, paying for it by way of assessing costs back to the property owner. Either way, these sidewalk areas have historically been considered to be open access areas and did not necessitate addressing the property right issues associated with their public use.

Given this perspective on the historical aspects of managing and maintaining public sidewalk areas, the required right of way certification to FHWA for such Enhancement Program projects may henceforth be based upon the participating local government's certification or written assurance to ODOT that the local government possesses effective authority over the sidewalk lands and that such control is adequate for the prosecution and completion of the proposed streetscaping activities involved. The FHWA Ohio Division Office has reviewed this matter with the Department and has accepted this method of addressing Enhancement Projects having such right of way situations.

To require that the Department or the local government involved acquire full easement or warranty deed property rights over these sidewalk areas where none were previously deemed needed, will necessarily result in continued delays on projects, wasted financial resources, and undue enrichment of the recipient property owners. This is an aspect of project delivery that the Enhancement Program never envisioned.

With this mutual understanding in place, affected Enhancement Program projects can advance to construction in a much more reasonable and timely fashion. Should you have any question about this issue, please do not hesitate to contact the Office of Real Estate directly.

C: John Maynard, Office of Real Estate Administrator

Standard format to be used by a Local Public Agency (LPA) to certify possession of effective authority over sidewalk areas on enhancement type projects

(Date)

Ohio Department of Transportation
District (XX)
(Address)

RE: Project (C/R/S & PID)
Effective Authority of Project Area (attachment to LPA Right of Way Control Letter)
Federal Project Number: (XXXXXXX)

Dear (Name):

We are aware that at the locations shown and highlighted on the attached plans, the existing and/or proposed sidewalks are located outside of the established right of way, as surveyed.

We hereby certify that we have effective and adequate control over these areas, as needed for the construction and maintenance of said sidewalks. Further, we understand that construction delays resulting from property owners contesting our control over these areas will be our sole responsibility.

Respectfully,

(Responsible agent of the LPA)

c: project file

BIKEPATH PROJECTS: EMINENT DOMAIN, APPROPRIATION & QUICKTAKE

Stand Alone Bikepath Projects:

ODOT does not have quick take authority on these projects.

LPA's may use quick take on bikepath projects if their legal department is in agreement with the use of quick take.

Both ODOT and LPA's can appropriate bikepath projects, this does not mean they have the authority to use quick take.

Road Project with Bikepath/Pedestrian Facility:

ODOT and LPA's have the authority to appropriate and use quick take when the bikepath/pedestrian facility is part of a roadway project.

Eminent domain - is the inherent and innate power of a sovereign government to take private property for a public purpose.

ODOT is authorized to use the power of eminent domain to appropriate real property needed for highway purposes; this power of eminent domain is exercised by ODOT commencing an action to appropriate the needed property.

Appropriation - the appropriation process starts when a petition to appropriate is filed in the common pleas or probate court of the county in which the property, or a part of it, is located. Upon the filing of the petition to appropriate, ODOT deposits with the Clerk of Courts the amount of money which ODOT has determined to be just compensation for the property taken and damages, if any, to the residue.

Quick Take Authority - This authority gives ODOT the right to enter upon and take possession of the property that is to be appropriated on the condition that the deposit has been made to the court at the time of the filing of the petition.

ADA TRANSITION PLAN

Background

- An ADA transition plan identifies the steps and strategies to make the necessary changes to an agency's inventoried facilities within the public rights of way (ROW) and programs to bring them to ADA standards.
- Federal regulations require that Federal-aid recipients comply with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973 (Section 504).
- Required for government agencies with more than 50 employees.
- For FHWA programs, recipients and public entities with responsibility for public roadways and pedestrian facilities are required to ensure that these facilities are accessible to and usable by persons with disabilities.

Why Does This Matter to Your MPO?

- The ADA transition plan either required for ODOT or applicable local public agency should be integrated with State and MPO planning processes.
- Federal planning regulations also require MPOs to self-certify compliance with ADA and Section 504.
- Since your MPO self certifies compliance with ADA and Section 504 on a periodic basis, MPO's need to be aware of the requirements and cooperate with ODOT and other local partners as they work to address any ADA Transition Plan deficiencies.

Elements of an ADA Transition Plan

- Location of barriers
- Methods to remove barriers
- Timetable to address
- Official responsible for implementation
- Estimated Cost

More information

- Please visit the following FHWA websites for an overview of the regulations and specific needs of an ADA Transition Plan.
 - Foundations of ADA/504
<https://www.fhwa.dot.gov/federal-aidessentials/catmod.cfm?id=72>
 - ADA Transition Plans
<https://www.fhwa.dot.gov/federal-aidessentials/catmod.cfm?id=32>
- The FHWA Ohio Division and ODOT intend to provide training opportunities in the near future
- FHWA Ohio Division Contact: Andy Johns, andy.johns@dot.gov, 614.280.6850

MIAMI VALLEY REGIONAL PLANNING COMMISSION
TECHNICAL ADVISORY COMMITTEE
APRIL 21, 2016
MINUTES

Ed Amrhein, Beaver Creek Township
Pete Bales, City of Fairborn
Jennifer Barclay, City of Clayton
Russell Bergman, City of Huber Heights
Steve Bergstresser, City of Kettering
James Brinegar, City of Centerville
Joe Brzozowski, City of Dayton
Gary Burkholder, City of Brookville
Ann Burns, MVRPC
Dan Casson, Municipality of Carlisle
Barry Conway, City of Franklin
Robert Cron, City of Vandalia
Bradley Daniel, MVRPC
Chad Dixon, City of Springboro
Joseph Dura, Montgomery Co. Engineer's
Andrew Fluegemann, ODOT District 8
Matt Gardner, LJB, Inc.
Robert Geyer, Greene County Engineer
Paul Gruner, Montgomery County Engineer
Jay Hamilton, Mead Hunt
Mike Hammes, City of Moraine
Amy Havenar, City of Piqua

Kjirsten Frank Hoppe, MVRPC
Dan Hoying, LJB, Inc.
Paul Huelskamp, Miami County Engineer
Chad Ingle, City of Kettering
Shelby Ingle, CMT Engineers
Matt Kendall, ODOT District 7
Scott Knebel, CMT Engineers
Aaron Lee, MVRPC
Matthew Lindsay, MVRPC
Brian Martin, MVRPC
Ami Parikh, MVRPC
Matt Parrill, ODOT District 7
Jillian Rhoades, City of Troy
Carrie Scarff, Five Rivers Metro Parks
John Sliemers, City of Kettering
Christopher Snyder, Miami Township
Keith Steeber, City of Dayton
Ronald Thuma, Monroe Township
Rob Uhlhorn, MVRPC
Joe Weinel, City of Dayton
Ben Wiltheiss, ODOT District 7
Steve Woolf, Clay Township

I. INTRODUCTION

Chair Huelskamp called the meeting to order. Self-introductions were made.

II. APPROVAL OF MARCH 17, 2016 MEETING MINUTES

Mr. Amrhein made a motion to approve minutes. Mr. Bergstresser seconded. The motion passed unanimously.

III. Public Comment Period on Action Items

None

V. MPO (METROPOLITAN PLANNING ORGANIZATION) ACTION ITEMS

A. Recommended Adoption of 2040 Long Range Transportation Plan Update and Summary of Public Participation Meeting.

Ms. Ramirez provided an overview of the process involved in updating the Long Range Plan. The plan is updated every 4 years; it has a 20+ year horizon and includes multi-modal strategies and projects. She also explained that the plan is fiscally constrained and is in conformance with the State Implementation (Air Quality) Plan.

Ms. Ramirez explained how the Congestion Management Projects are incorporated into the plan and provided a financial summary of highway projects. She also reviewed transit and alternative mode strategies, and reviewed a map illustrating regional bikeway and pedestrian projects. Ms. Ramirez provided a table showing a summary of funding for the transit and alternative mode projects. She also reviewed tables showing the air quality and regional emissions analysis. Ms. Ramirez reported that a public meeting was held on April 6th and that no formal comments were received. She thanked the Committee for their involvement and participation in the plan update and requested approval of the resolution on page 36. Ms. Scarff made a motion to recommend approval. Mr. Conway seconded the motion. The motion passed unanimously.

V. INFORMATION ITEMS

A. Update on TRAC Solicitation

Mr. Daniel referred to a memo on page 37 of the mailout which provided a list of important dates concerning the TRAC Solicitation process. He noted that the solicitation will begin on April 29th and the applications are due to ODOT by June 3, 2016. Mr. Daniel explained that this is the same process that has been followed in the past, and reviewed the link to the web site that provides additional information and TRAC documents.

B. Roundtable Discussion: ODOT Requirements on LPA Projects – ADA Curb Ramp Compliance, Right of Way requirements for sidewalks, and ADA Transition Plans

Mr. Parrill referred to page 38 of the mailout which provided guideline information and FAQ's on ADA curb ramp requirements. He explained that this information is being presented due to recent questions regarding curb ramps and design standards in relation to resurfacing projects. Mr. Parrill noted that there is language in the U.S. DOT/FHWA guidance that states if curb ramps are in compliance with 1991 design standards, and in good condition, they could remain in place for resurfacing treatment projects. He reviewed other information from the fact sheet on page 38. He noted that ODOT is working on an ADA Compliance form and will be forwarding it to MVRPC as well as the locals. Ms. Rhoades asked who is responsible for reviewing this if ODOT is doing a resurfacing project in a city. Mr. Parrill explained that ODOT staff will contact the City early enough so that city staff can complete the compliance check and/or get the curb ramps done prior to awarding the funds for the resurfacing project. Ms. Ramirez added this applies to resurfacing, not full reconstruction projects, in which case the sponsor would be expected to upgrade to most current standards. Mr. Geyer asked how these regulations would apply to a traffic signal upgrade. Mr. Parrill stated it would have to be reviewed on an individual basis depending on the circumstances and how it affects the sidewalks and curb ramps.

Mr. Kendall referred to a memo on page 39 of the mailout regarding Right of Way control certification on enhancement projects. He explained that ODOT has received direction from central office and FHWA that if you can certify that you have control of right of way, they will no longer require you to obtain right of way to replace existing sidewalks. Mr. Kendall also referred to a fact sheet regarding eminent domain, appropriation and quicktake for bikepath projects both stand alone and with a road project. Mr. Kendall provided some additional information on the quicktake process explaining that it is up to the LPA's legal department whether to pursue quicktake on a bike path because ODOT does not have that authority. Mr. Bergstresser asked if the Right-of-Way control letter can be used for curb/ramp reconstruction. He has heard that a 4-6 ft. easement behind the curb ramp is required for grading. Mr. Kendall stated that the control letter could be used for this as it is defined right now.

Mr. Parrill stated that Ms. Ramirez will be talking about the ADA Transition Plan, noting that ODOT is under the same requirement and central office will be looking into each district's compliance with the transition plan. Ms. Ramirez referred to page 42 of the mailout, noting that it has recently been discussed that Ohio is not keeping up with ADA regulations as well as it should. She explained that any agency that has more than 50 employees is required to have an ADA Transition Plan. She reviewed in more detail the requirements of this plan. Ms. Ramirez noted this is a requirement and any agency that does not currently have a plan should start working on it. This applies to any agency that receives Federal funds. She reviewed the elements of an ADA Transition Plan and also provided links to the FHWA website where more information can be found. Ms. Ramirez stated that the next round of STP/CMAQ applications will include a question regarding agencies implementing an ADA transition plan, and asking to provide a copy. Mr. Cron asked what constitutes a transition plan. Ms. Scarff stated that Five Rivers Metroparks does have a transition plan. They first hired a consultant to review all public facilities including, buildings, parking lots, restrooms, roadways, and sidewalks. The consultant reviewed every element in the agency, public and staff based, and documented every area that was not in compliance, prepared a cost estimate and multi-year transition plan to come into compliance. Ms. Ramirez noted that this can often be an on-going process to remain in compliance. Ms. Scarff noted she could share their transition plan as well as discuss the process if anyone is interested.

VI. EXECUTIVE DIRECTOR'S REPORT

Mr. Martin referred to his April report on page 43 of the mailout announcing that Eldean Road project in Miami County was awarded the Ohio Conaway Award. He also referred to a list of pedestrian safety tips and reported on the Annual dinner that was held on April 14th. The report also provided information on grants and funding resources as well as a list of upcoming meetings.

VIII. ADJOURNMENT

Mr. Gruner made a motion to adjourn. Mr. Geyer seconded the motion. The motion passed unanimously.



MIAMI VALLEY

Regional Planning Commission

10 North Ludlow St., Suite 700
Dayton, Ohio 45402-1855

t: 937.223.6323
f: 937.223.9750
TTY/TDD: 800.750.0750
www.mvrpc.org

RESOLUTION UPDATING THE MVRPC POLICIES AND PROCEDURES FOR THE SURFACE TRANSPORTATION PROGRAM, CONGESTION MITIGATION AND AIR QUALITY AND TRANSPORTATION ALTERNATIVES (STP-CMAQ-TA) PROGRAM

WHEREAS, the Miami Valley Regional Planning Commission is designated as the Metropolitan Planning Organization (MPO) by the Governor acting through the Ohio Department of Transportation in cooperation with locally elected officials for Greene, Miami and Montgomery Counties including the jurisdictions of Carlisle, Franklin and Springboro in Warren County; and

WHEREAS, MVRPC's Board of Directors serves as the policy and decision making body through which local governments guide the MPO transportation planning and programming process; and

WHEREAS, the funding for the Surface Transportation Program, Congestion Mitigation and Air Quality and Transportation Alternatives (STP-CMAQ-TA) program are provided through Fixing America's Surface Transportation Act (FAST Act); and

WHEREAS, the MVRPC staff revised the policies and procedures to reinstate the CMAQ project solicitation for a year and to suspend the STP Resurfacing Program set aside; and

WHEREAS, the updated **Policies and Procedures for the Surface Transportation Program, Congestion Mitigation and Air Quality and Transportation Alternatives (STP-CMAQ-TA) Program** is consistent with the current policies and procedures.

NOW, THEREFORE, BE IT RESOLVED, that the MVRPC's Board of Directors hereby accepts the updated **Policies and Procedures for the Surface Transportation Program, Congestion Mitigation and Air Quality Program and Transportation Alternatives Program** as described in the attached policy.

BY ACTION OF THE Miami Valley Regional Planning Commission's Board of Directors.

Brian O. Martin, AICP
Executive Director

Carol Graff, Chairperson
Board of Directors of the
Miami Valley Regional Planning Commission

Date



MIAMI VALLEY

Regional Planning Commission

10 North Ludlow St., Suite 700
Dayton, Ohio 45402-1855

t: 937.223.6323
f: 937.223.9750
TTY/TDD: 800.750.0750
www.mvrpc.org

MEMORANDUM

TO: Technical Advisory Committee, Board of Directors

FROM: MVRPC Staff

DATE: August 11, 2016

SUBJECT: Adoption of SFY2016 Transportation Work Program Completion Report

Every year at this time, the Board is requested to adopt the completion report that summarizes the highlights of the MPO's transportation planning efforts for the preceding fiscal year (July 1 to June 30). The report and resolution are then forwarded to the Ohio Department of Transportation (ODOT).

Recommendation

Staff recommends that the Board adopt the attached resolution and SFY2016 Transportation Work Program Completion Report.

Attachments

TASK NUM	ITEM	ANTICIPATED PRODUCT	\$ SOURCE	PERCENT BUDGET UTILIZED (tentative)	PERCENT Done	REMARKS
601	Short Range Planning		FTA/ FHWA/ ODOT/ MVRPC	66%	100%	
601.1	Air Quality, Management Systems and Access Control/Corridor Plans	Monitor and coordinate air quality compliance	MVRPC communicated regularly with RAPCA air quality and forecasting staff to stay up to date on trends in precursor emissions and ozone/PM2.5 monitoring in the region.			
		TIP and LRTP conformity analysis (amendments /updates or new regulations)	Staff coordinated with CCS-TCC, ODOT, and OKI regarding the timeframes and analyses needed for the upcoming Long Range Plan Update conformity determination. Staff participated in interagency consultation and completed the analysis for the 2040 LRTP regional emissions analysis.			
		Prepare conformity determination for the 2016 Update of the LRTP	Staff completed the documentation for the 2040 LRTP update regional emissions analysis and coordinated its review by the interagency consultation partners.			
		Coordinate development of the State Implementation Plans (SIPs) by providing mobile source inventories	No activity this year.			
		Continue use of latest model in-house	Staff completed all new runs (2020, 2030, 2040) based on the projects and timeframes in the 2016 update of the 2040 LRTP.			
		Prepare summary of TSM activities in Region	Staff collected information and updated internal databases to reflect CY2015 TSM activities within the region.			
601.2	Urban Freight, and Rail Passenger	Continue monitoring of regional freight movements and update databases as appropriate	Freight databases were updated as needed and information about freight related issues was provided upon request.			
		Coordinate on rail freight/passenger issues	No activity this year.			
601.3	Transit and Human Service Transportation	Continue work on updated 5307 Formula Allocation	Staff completed the annual calculations for apportionment of Section 5307 funds and notified the transit agencies of the allocations.			
		Continue the Annual Inspection of Section 5310 assets if requested by ODOT	No inspections requested by ODOT, therefore no activity this period.			
		Provide technical assistance to human services agencies	Staff assisted human service agencies with transportation-related inquiries as requested and acted as a liaison with transit agencies.			
		Assist in developing a regional mobility management perspective. Produce and distribute an electronic mobility management newsletter	Staff coordinated disability awareness training for regional mobility managers through the Access Center for independent Living. Five (5) mobility managers attended "So you think this is easy?" disability awareness training on June 22, 2016. Regional mobility managers meet as a sub-group of the Regional Coordination Council to address issues of common concern. No Mobility Management newsletter produced in FY2016.			
		Continue coordination with GDRTA, Greene CATS, Miami County Transit, ODOT, private transportation providers and human services transportation	Staff coordinated with transit agency (GDRTA) to offer discounted training opportunities to all members of Regional Transportation Coordination Council. Training included Smith Driver Safety Training and Disability Awareness training. In addition, staff advertised and coordinated a free fully-allocated cost training for members of the Regional Coordination Council.			
		Work with additional jurisdictions or organizations to expand supplemental transportation for seniors in Greene, Miami, Montgomery and Northern Warren Counties	Staff assisted Rides4Seniors, a new senior transportation program in east Dayton in the completion of grant application to the DelMar foundation and Integrated the program into the Senior Transportation Expansion Project so that they can receive subsidies from Montgomery County for rides given and fro drivers screened and trained. Partners in Hope in Miami County became a member of the Regional Coordination Council. Assisted Partners in Hope to explore new ride scheduling software for their Caregivers program.			

TASK NUM	ITEM	ANTICIPATED PRODUCT	\$ SOURCE	PERCENT BUDGET UTILIZED (tentative)	PERCENT Done	REMARKS
	Transit and Human Service Transportation	Integrate findings and recommendations for HSTCP study with long range senior transportation plans				Staff continued to integrate recommendations of the Human Services Transportation Coordination Plan into senior transportation efforts, including assisting agencies in acquiring additional vehicles, coordinating training opportunities and encouraging networking among agencies.
		Take citizen calls regarding individual senior transportation needs and refer callers to appropriate resources. Help callers brainstorm other options if no existing transportation program is appropriate				Staff answered multiple calls from the public and helped citizens explore transportation options. When possible, made referrals to appropriate agencies.
		Respond to public inquires made through www.miamivalleyridefinder.org				MVRPC staff transferred responsibility for responding to public inquiries from www.miamivalleyridefinder.org to Greene County Mobility Manager in 2016.
		Continue work to centralize and standardize a volunteer driver recruiting, screening, training and placement function for Montgomery County. Expand those efforts to include interested agencies in Greene, Miami and northern Warren counties.				Staff notified various senior transportation providers that they were eligible to receive subsidy for driver screening and training though the Montgomery County STEP grant. Passed through that funding as appropriate.
		Assist in developing appropriate transportation solutions for individuals with mental health- and addiction-related disabilities. Work with advocates of other special populations				Several mental health agencies became members of the Regional Coordination Council and have expressed intent on applying for funding for vehicles under the Section 5310 program. Also assisted Montgomery County Board of Developmental Disabilities in exploring alternatives to directly providing transportation to their client population in accordance with new rules.
		Support GDRTA in development and expansion of a One Call, One Click transportation referral system				Staff met with GDRTA to help develop a proposal for managing Montgomery County JFS Medicaid transportation through a one-call, one-click approach. Unfortunately, proposal was unsuccessful. GDRTA has continued interest in the One Call, One Click concept, but implementation has been slow.
601.31	Staff Senior Transportation Coordinator Position for Montgomery County STEP	Senior Transportation Coordinator functions to provide assistance and support to Montgomery County senior transportation agencies and manage local operating pass-through funding				Staff applied for and received continued funding from Montgomery County, completed all required grant reporting and managed the process to pass through funds to participating senior centers. Approximately 8,900 rides were provided through three partner agencies (Hithergreen Center, Kettering Lathrem Center and Vandalia Senior Center). In addition, worked with new Rides4Seniors program to establish that program as a new STEP partner.
		Conduct outreach to Montgomery County jurisdictions which currently do not have a supplemental senior transportation program to encourage local initiatives to address the transportation needs of seniors				Staff assisted Rides4Seniors with Del Mar grant application and initial program planning. Program should launch in early FY2017 and serve east Dayton and parts of Riverside which currently have no supplemental senior transportation programs.

TASK NUM	ITEM	ANTICIPATED PRODUCT	\$ SOURCE	PERCENT BUDGET UTILIZED (tentative)	PERCENT Done	REMARKS
601.4	Safety Planning and Engineering Studies	Assist ODOT District 7 and 8 and local jurisdictions with funding requests and applications				Staff coordinated with District 7 and attended safety meetings in the cities of Miamisburg, Centerville, and Riverside. Staff attended a diagnostic review of a railroad crossing on CR 25A in the City of Piqua.
		Use the latest available crash data to support transportation programs. Safety data will be provided to local jurisdictions upon request.				Staff provided the latest safety data statistics to support internal efforts and member jurisdictions. Staff trained new staff members on the databases and methodology used in the regional safety analysis.
601.5	Federal and State Legislation, regulations & funding	Monitor transportation and air quality related legislation, regulations and funding				Staff monitored the status and content of various proposals regarding MAP-21 and FAST Act legislation, especially as it related to safety, performance management, and planning rules. Staff monitored progress of the update to the NAAQS for Ozone and the update to the AQI for Ozone.
602	Transportation Improvement Program (TIP) and Project Monitoring and Assistance		FTA/ FHWA/ ODOT/ MVRPC	82%	100%	
602.1	Amendments to the SFY2016-SFY2019 TIP	Amendments				Numerous highway and transit SFY2016-2019 TIP amendments were prepared and processed through the TAC and approved by the Board during the year. All transmittals for the subject amendments were transmitted to ODOT for STIP amendment on a quarterly basis. All proposed and approved TIP amendments were posted on MVRPC's web site and are also available for viewing through the MVRPC Web-Telus TIP system.
602.2	Regional Transportation Planning Program and Project Development and Planning Assistance - Supplemental Funding for TIP Management PID 88356	Update STP/CMAQ and TA Policies				Staff continued to implement and monitor ODOT's Carryover Reduction Policy. Staff completed minor updates to the STP/CMAQ and TA Policies.
		Update Major New Program Policies				Staff updated the schedule listed in the Major New Program Policies and posted it on the MVRPC website.
		MAP-21 funding availability memo				A MAP-21 funding availability report was prepared and presented to the Board on September 3, 2015. Staff formally requested Board authorization to solicit member jurisdictions for new STP and TA projects, which was subsequently authorized.
		Prepare and publish annual listing of obligated projects				Staff prepared a listing of projects that were obligated in SFY2015 and published the list on the MVRPC website.
		Implement MAP-21 application process for STP/CMAQ and TA Programs				Staff solicited for STP and TA projects in September-October. Staff compiled the listing of the new received projects for the public involvement meeting in November and made it available for public comment and review as part of the 30 day comment period. Staff entered received projects into the MVRPC's database. The projects were ranked and 27 STP projects and 6 TA projects were approved at the March 3, 2016 Board meeting. Approval/disapproval letters were prepared and sent to all of the project applicants. MVRPC staff worked with numerous jurisdictions regarding potential projects during our solicitation for STP and TA projects.
Regional Transportation Planning Program and Project Development and Planning Assistance - Supplemental Funding for TIP Management	Assist jurisdictions and coordinate the implementation of the Regional Complete Streets policy					Staff reviewed applications for STP funds to ensure compliance with the MVRPC Complete Streets policies. Discussed specific projects with sponsors as necessary. Forwarded various resources to member jurisdictions re: accommodating pedestrians, people with disabilities and cyclists.
	Act as a clearinghouse of resources on Complete Streets by forwarding information, hosting webinars, and disseminating resources related to Complete Streets to support the Regional Complete Streets Policy					MVRPC hosted webinars through calendar year 2015 open to all member jurisdictions and interested citizens. The staff developed and hosted a local complete streets policy workshop to encourage member jurisdictions to develop local complete streets policies to compliment the Regional Policy. The workshop was delivered to staff and elected officials from the City of Trotwood and Jefferson Township in March 2016.
	Conduct review of project application for compliance with Complete Street Policy and provide sign-off on approved projects					Staff reviewed every STP and CM/AQ application for the October 2015 submission deadline for compliance with the Regional Complete Streets Policy.
	Convene Complete Streets Appeals Committee					Not required for this year's round of project applications.

TASK NUM	ITEM	ANTICIPATED PRODUCT	\$ SOURCE	PERCENT BUDGET UTILIZED (tentative)	PERCENT Done	REMARKS
	Regional Transportation Planning Program and Project Development and Planning Assistance - Supplemental Funding for TIP Management	Annual project sponsor survey				Staff completed the CY2015 Local Project Survey and updated databases as appropriate. Staff distributed the CY2016 Local Project Survey and entered the results into the Local Project Database.
		General assistance to ODOT and project sponsors assistance				Staff provided assistance to numerous jurisdictions and ODOT on projects being programmed into Ellis.
		Schedule adherence for regionally significant projects				Assistance to jurisdictions in maintaining project commitment dates continued during the year. The status of all federally funded projects that were ready for bid letting was closely monitored. Bid letting information for all projects in our planning area was obtained for each letting date during the year. All ODOT Construction Updates and News Releases, newspaper articles and any information pertaining to lane closures and detours were reviewed and any pertinent information was updated in the appropriate database.
		Assist member jurisdictions in implementing the ODOT Local Public Agency (LPA) non-traditional project development process				Staff assisted several jurisdictions in implementing projects through the non-traditional process.
		Assist in preparing appropriate programming information and related project development requirements				Staff reviewed project information in ELLIS and coordinated with the TELUS database. Staff attended numerous project field reviews throughout the year.
		TELUS Updates and Coordinate with ELLIS				Staff continued to coordinate the TELUS and Ellis databases including updates to projects for both Darke and Preble Counties.
		Develop SFY2017 and SFY2018 Lock-down project listings				Staff prepared a SFY2017/SFY2018 lock-down project list and worked with jurisdictions that had projects scheduled in SFY2017 and SFY2018 to ensure the schedules were correct and achievable.
		Staff assistance to ODOT STIP Subcommittee				Staff coordinated with ODOT Central and District Offices in regards to the development of upcoming SFY2018-2021 TIP development schedule.
		Project status reviews				Staff prepared and coordinated a Bi-annual TIP project review for District 7 projects on November 18, 2015 and May 25, 2016 and for District 8 projects on November 10, 2015 and May 24, 2016.
		Assistance to jurisdictions on project funding application processes				Staff assisted various jurisdictions on STP/TA applications and continued to provide general assistance to project sponsors.
		Assistance with ODOT's TRAC Major New/Railroad Grade Separation applications, project ranking and providing input to TRAC				On October 13, 2015 MVRPC staff and our TRAC project sponsors meet with TRAC officials at ODOT Central to present detailed project information. Staff also coordinated a round of TRAC project solicitation starting June 1 – June 30, 2016. Final scoring, ranking and submittal to ODOT TRAC will take place early fall 2016.
		Participate in the Ohio MPO Statewide Discretionary CMAQ Program				Staff continued to participate in the Ohio Statewide CMAQ committee by participating in numerous meetings and conference calls. The second Statewide CMAQ solicitation resulted in all 6 MVRPC projects receiving funding. Staff monitored CMAQ projects for accuracy in order to ascertain available future capacity at the state level. Staff began completing the statewide applications for the regional MVRPC CMAQ priorities.
		Correlation of TIP with 2040 LRP and SIP				Staff continued to ensure the correlation between TIP and LRTP projects, as well as the inclusion of significant projects in the regional emissions analysis.
		Provide assistance to jurisdictions to implement and expedite LRTP projects				As in prior years, MVRPC supported the Region's Priority Development and Advocacy Committee (PDAC) process this year. PDAC identifies important regional projects including transportation. MVRPC evaluates proposed transportation projects for consistency with the LRTP. A seminar for jurisdictions was held on October 15, 2015 in order to clarify the FY2017 PDAC application process. Staff worked extensively with various jurisdictions to complete FY2017 PDAC applications. Following staff scoring of the FY2017 PDAC applications, an PDAC Project Sponsor's Meeting was held on January 6, 2016 in order to reach consensus on the individual project rankings. Staff organized a review panel to review and recommend priorities for proposed regional FY2017 PDAC Transportation and Government Services Applications. The staff recommendations were presented to the Transportation and Government Services Review Panel on January 13, 2016. The TAC approved the list of FY2017 PDAC requests on January 21, 2016 and the list was subsequently approved by the MVRPC Board on February 4, 2016.
		Assistance with data, consultant selection, project development and miscellaneous review functions				Staff attended meetings for projects in Trotwood, Oakwood, Moraine, Miamisburg, and Miami Township to resolve various issues related to scoping and financing. Staff prepared environmental justice analysis to use for Title VI compliance by GDRTA. Staff assisted ODOT with data for TIGER and TRAC applications. In coordination with District 7 and 8, staff coordinated a discussion regarding ODOT Requirements on LPA Projects – ADA Curb Ramp Compliance, Right of Way requirements for sidewalks, and ADA Transition Plans with the Technical Advisory Committee.

TASK NUM	ITEM	ANTICIPATED PRODUCT	\$ SOURCE	PERCENT BUDGET UTILIZED (tentative)	PERCENT Done	REMARKS
	Regional Transportation Planning Program and Project Development and Planning Assistance - Supplemental Funding for TIP Management	Generate traffic assignment information to aid in the development of "Design Year" traffic projections or other detailed project analysis				Staff prepared traffic assignments for use in the US 40 logistics project. Staff responded to numerous consultant requests for regional growth projections and assisted ODOT with certified traffic reviews and data.
		Coordination and Review of Environmental Documents				Staff reviewed NEPA documentation for consistency with the LRTP and TIP as needed.
		Conduct CMAQ project eligibility determinations				Staff prepared and submitted 7 CMAQ project eligibility determinations during the year.
		Assist and Coordinate Implementation of the Dayton-Springfield Area Freeway Management System and Regional ITS Architecture initiatives				Staff informed ODOT Districts 7 and 8 of all projects added to the TIP which included ITS elements in August 2015. A total of four such projects were identified (three in District 7, one in District 8).
		Maintenance of Miami Valley Regional ITS Architecture				No updates to the Regional ITS Architecture were required for SFY 2016.
605	Monitoring and Surveillance		FTA/ FHWA/ ODOT/ MVRPC	74%	100%	
605.1	Planning Databases	Continue updating transportation databases				Staff worked with local jurisdictions and other entities to update the transportation projects databases for the 2040 Long Range Transportation Plan. Staff continued to update the transportation system inventory to reflect changes in regional road, cycling, pedestrian, and transit networks. Online traffic count viewer has been upgraded to ESRI's ArcGIS Online and maintains data through 2011.
		Begin implementation of Year 1 of the latest 3-year counting cycle (2015-2017) by taking supplemental in-house traffic counts				Staff completed Year 1 counts by taking additional in-house counts. Coordinated with jurisdictions to submit count data for full count cycle. Staff compiled all counts and conducted quality check of data. Staff built database of classified/period counts. Staff purchased new materials and equipment to replace outdated or malfunctioning equipment as needed.
		Begin implementation of the first bicycle counting program by counting bike lanes and trails				17 bike count studies in region performed successfully during SFY2016. Data from 30 trail counters received from six local agencies and recorded on a point shapefile. Four agencies borrowed bike counters and were given installation tutorials for their own studies. SFY 2016 data was summarized in a presentation to the regional bikeway committee.
		Continue updating land-use and socio-economic databases				Staff continued to monitor regional economic development projects, recording employment and population changes in the Development Tracking database.
		Continue collecting and providing data to SFY2013 model update and/or new DTA project				Staff coordinated with ODOT, other MPOs, and consultants on the travel demand model progress update through participation in bi-weekly conference calls, reviewing documentation, and continuing to provide and summarize data requested by the consultant team.
		Continue updating environmental databases				Status of environmental databases, including additional endangered species, superfund sites, wetlands, and others were reviewed and updated in preparation for the 2040 LRTP update.
		Summarize and analyze planning databases to support on-going planning efforts and disseminate data				Staff responded to transportation related information requests as needed in particular to the Dayton Transportation Plan update effort. Staff prepared summaries of financial information for projects in preparation for the 2040 LRTP fiscal constraint analysis.
		Assistance with Census 2010/ACS Data Releases				Staff continued to monitor annual data releases of the American Community Survey and population estimates program in preparation for developing updated regional forecasts.

TASK NUM	ITEM	ANTICIPATED PRODUCT	\$	PERCENT	PERCENT	REMARKS
			SOURCE	BUDGET UTILIZED (tentative)	Done	
605.2	Planning Research, Data, and GIS Support	Provide general planning research, data and GIS support for internal planning activities	Staff researched policy, planning, and grant opportunities through publications and multiple websites that track and report on grants, legislation, and planning best practices. Staff completed updating zoning, future land use, and open space datasets. Staff provided mapping assistance for 2016 Long Range Transportation Plan update. Staff provide mapping assistance to short range transportation program. Staff provided open space inventory data analysis and data visualization for Regional Open Space Planning project. Staff assisted with the proofreading, organization, and production of the bikeway plan. Staff provided technical assistance on local bikeway database update. Staff conducted research and provided information on Miami County socio-economic profile, Jefferson Twp./Trotwood Promise Zone information, and Sales Tax data by County.			
		Maintain and enhance MVRPC's current existing GIS Internet Mapping Service applications	Staff updated existing mapping applications with updated regional bikeway, GDRTA transit routes, jurisdiction boundaries, zoning, future land use, and open space. Staff published new LEHD mapping applications. Staff updated MVRPC's map gallery and ArcGIS Online regional resources group with map services and layer packages.			
605.3	Planning Research, Data, and GIS Support	Attend conferences, seminars, and workshops	Staff attended Ohio Environmental Leaders Institute event (August 21), Ohio GIS Conference (September 21-23), Brownfield Funding Workshop (October 20), Warren County Economic Development Forum (October 21), MVAPA Planning and Zoning Workshop (December 4), National Assoc. of Regional Councils (NARC) Scenario Planning Workshop (January 6-7), SMILE Panel Discussion (February 29), River Summit (March 18), Think Regional Summit (April 21), ESRI Web Builder App Training (May 9), Regional Economic Development Summit (May 26), and other webinars.			
		Coordinate Resource Center functions	Staff updated document inventory electronically and compiled and filed hard copies according to county and jurisdiction name.			
		Coordinate with the U.S. Census Bureau and Ohio Development Services Agency to provide program assistance	Staff shared Census Bureau's 2016 summer camp webinar series through the agency's social media.			
		Respond to data/information requests	Staff responded to data/information requests from various organizations such as Dayton Metro Library, City of Dayton, GDRTA, City of Centerville, Greene County RPC, Five Rivers MetroParks, Jewish Federation of Greater Dayton, Woolpert, Village of West Milton Comprehensive Plan, Dayton Development Coalition on Alternative Transportation Plan, City of Riverside, City of Kettering, ODOT, City of Union, and City of Greenville.			
605.3	Regional GIS	Continue to provide GIS support to SFY2015 PSS program participants	Staff continued to provide assistance to Montgomery County Land Bank, Miami County, and GDRTA.			
		Seek and provide GIS support to new participants	Staff provided assistance to City of Riverside, Dayton Metro Library, City of Trotwood, Village of Yellow Springs, and City of Clayton. Staff provided parcel information through GIS to Public Health for Dayton and Montgomery County for their well field protection field survey work in Riverside, Harrison Twp., Huber Heights, and Vandalia.			
		Expand Regional Geospatial Coordination program with additional partners	Staff partnered with Southwest Ohio GIS Users Group (SWOGIS) to conduct regional GIS needs assessment surveys. Staff requested and coordinated data gathering efforts to various organizations including Convention and Visitors Bureaus, Chambers of Commerce, park districts, and member jurisdictions as part of the regional recreational asset project.			
		Maintain and enhance regional web mapping application developed in SFY2015	Staff developed initial database and mapping application for regional recreational asset project using 2015 regional open space database. Staff updated database with QA/QC measures and mapping application with enhanced filter and find functionalities.			
		Implement a new high priority with a project specific action plan	Staff completed regional GIS needs assessment through 2 rounds of surveys and shared the results with GIS practitioners through emails, websites (MVRPC and Southwest Ohio GIS Users Group), and social media. Staff identified and shared 4 possible projects and their scope with Southwest Ohio GIS Users Group (SWOGIS) Steering Committee and general members through emails and SWOGIS website. Staff completed 2 projects, regional zoning and land use database update project and regional recreational asset inventory/mapping application project, following the project scope that resulted from the discussion with SWOGIS Steering Committee.			

TASK NUM	ITEM	ANTICIPATED PRODUCT	\$ SOURCE	PERCENT BUDGET UTILIZED (tentative)	PERCENT Done	REMARKS
610	Continuing Planning - Review and Appraisal		FTA/ FHWA/ ODOT/ MVRPC	79%	100%	
610.1	Long-Range Transportation Planning	Prepare 2040 LRTP amendments, including map generation and public meeting preparation	No activity this year.			
		Develop, adopt, and publish a 2016 update of the 2040 LRTP	Staff conducted data collection, analysis, and public participation activities for 2040 LRTP Update. The MVRPC TAC and Board of Directors were kept up-to-date with various presentations between July and April, including the timeframe for updating the LRTP, the Plan Goals and Objectives, socio-economic data, financial projections, and draft, proposed, and final versions of the transportation projects. Staff presented the final 2040 Long Range Transportation Plan to the Technical Advisory Committee and the Board. The Plan was adopted by the Board on May 5, 2016. Staff completed the LRTP report which along with associated technical reports was submitted to review agencies for approval. The transportation planning website was updated with the latest report and information including an interactive map of the updated projects.			
		Run the in-house travel demand models	Staff ran the travel demand model as part of the 2040 LRTP Update. Three scenarios were fully analyzed: the 2010 Base scenario, a scenario with Existing and Committed projects, and a scenario with full implementation of the updated LRTP 2040 project list. Staff participated in the 3C Activity Based Model webinars to help in the process of developing a new travel demand model for the region. Staff discussed hardware requirements and cost for the new model computer.			
		Develop a yearly transportation network: 2015 highway and transit network	Staff compiled data for completed TIP and local roadway construction projects as well as updated fixed transit routes for the SFY2015 network update as well as miscellaneous format upgrades.			
		Update travel time reliability analysis with most relevant data	No activity this year.			
		Continue staff training by attending seminars, workshops and conferences	Staff attended several FHWA sponsored performance management webinars, Talking Freight webinars, an Environmental Justice and Title VI webinar, the Ohio Freight Conference (September 15-16), the Ohio Transportation Engineering Conference (October 27-28), the Women's Transportation Seminar meetings as well as the Ohio Travel Demand Users Group Meetings. Staff attended ODOT training on the GIS Crash Analysis Tool (GCAT), Crash Analysis Module Tool (CAT), and Economic Crash analysis Tool (ECAT) on June 23. Staff attended NHI's designing for pedestrians workshop on September 15-16. Staff attended Miami Valley Planning and Zoning conference on December 4.			
		Update new computer software	Transportation software was updated as needed.			
		Prepare for and attend various Long Range planning related meetings including TAC and MVRPC Board meetings	Staff prepared all public participation materials, maps, graphics and handouts for the first public participation meeting on August 12, 2015. Staff conducted a series of workgroup meetings with local jurisdictions and stakeholders to solicit road and bikeway/pedestrian projects for the LRTP. Staff compiled a draft list of projects based on project submissions from various jurisdictions/agencies. The draft list along with maps was presented at three public participation meetings from October 20-22 in Miami, Montgomery and Greene Counties respectively. Staff evaluated the draft projects based on MVRPC's project evaluation system and financial analysis and prepared a proposed list of projects, the proposed list was adopted by the MVRPC Board of Directors in December 2015. Staff continued working towards the completion of the LRTP report. Staff conducted a Twitter chat session and photo contest as part of its social media outreach efforts for the LRTP. Staff presented the proposed list of projects and prepared all public participation materials, maps, graphics and handouts for the last public participation meeting on April 6, 2016. Staff documented all the data, data analyses, proposed projects, public participation efforts in the 2040 Long Range Transportation Plan Report. Staff presented the final 2040 Long Range Transportation Plan to the Technical Advisory Committee and the Board. The Plan was adopted by the Board on May 5, 2016.			
		Administer vehicle traffic counting program	Staff continued administering traffic counting program for 2015-17 cycle. Online traffic count viewer has been upgraded to ESRI's ArcGIS Online and maintains data through 2011. For 2016, letters to request counts from local jurisdictions were sent. Additionally, several requested Year 1 and 2 (2015-16) count data were received from local jurisdictions. Staff performed in-house count studies to capture classified period counts along screen lines. Traffic count information was provided to the public when requested.			
		Begin implementation of a regional bikeway traffic counting program	Staff coordinated with regional trail management agencies to collect daily 2015 trail counts of 30 locations from six local agencies. Counts were analyzed and summarized.			
		Participate in the Statewide Transportation Planning efforts	Staff participated on Ohio's Rural Intercity Bus Advisory Committee (RIBAC), attending quarterly meetings. Staff participated in ODOT's Managed Lane Study and Intermodal Connectors update effort.			
		Work with ODOT and regional transit providers to develop performance measures	Staff continued to track developments at the federal level by reviewing NPRMs and attending informational sessions. Staff continued researching peer efforts (highway and transit) in performance management including visualization techniques. Staff started coordination efforts related to safety performance measures with ODOT.			
	Other transportation planning activities	Staff attended meetings for the Dayton Transportation Plan update effort. Staff regularly attended OARC Transportation Committee meetings.				

TASK NUM	ITEM	ANTICIPATED PRODUCT	\$ SOURCE	PERCENT BUDGET UTILIZED (tentative)	PERCENT Done	REMARKS
610.2	Regional Planning - CPG and PID 91254	Share, disseminate, and publicize Going Places outcomes with regional stakeholders				Staff completed and published Going Places Summary Booklet. Staff announced the publication of Summary Booklet through Board and TAC meetings, Executive Director's report, News Release, social media, emails, and postcards. Staff disseminated Summary Booklets to Board, TAC, Going Places Committee members, and other stakeholders. Staff updated website to include Summary Booklet, Going Places video, and timeline. Staff disseminated Summary Booklets at the NARC/NADO Conference, Montgomery County Vacant Properties Strategies (MVPS) committee, MVAPA Planning and Zoning Workshop, River Summit, Regional Economic Development Summit, Dayton Development Coalition Jobs Ohio Advisory Group meeting, Wright State University Planning class, and University of Dayton MPA class.
		Finalize a multi-year business plan of implementation tools				Staff completed a 5-year Implementation Tools Business Plan, detailing action steps, timeline, new products, and MVRPC's roles for each tool. Staff provided information on the content of the business plan at the January TAC/February Board meetings, as part of the quarterly progress status update.
		Implement tool development process on selected top priority tools with partnering organizations				Staff completed regional employment profile update using latest LEHD. Staff conducted brainstorming, research, data gathering, data analyses, storyline development, and infographics development for 3 regional profiles: regional diversity profile, regional vacancy profile, regional recreational open space profile. Staff developed hard copy static infographics in PDF for all 3 profiles and interactive web-based infographics with dynamic data features and web maps. Staff developed a new webpage of Regional Profiles to serve as an information portal. Staff began two new profiles in spring of 2016: regional equity profile and regional economic profile with preliminary research and data explorations.
		Upon request, provide consultation, assistance, and planning service to local jurisdictions and other agencies				Staff provided various member services upon request. Staff completed Jefferson Township Future Land Use Strategic Planning process, a vacancy profile to Montgomery County, data for City of Troy comprehensive plan update, City of Riverside web mapping application, Miami County zoning updates, Montgomery County Land Bank Neighborhood Initiative Program web mapping application, City of Trotwood web mapping application, Miami County web mapping application, Harrison Twp. profile, Jefferson Twp. profile, and City of Riverside profile. Staff provided project scope consultation for Miami County CR25A Master Plan, Germantown Camp Miami Site Development, and City of Trotwood Comprehensive Plan. Staff participated in City of Fairborn Comprehensive Plan update steering committee.
		Provide status updates to MVRPC TAC and Board of Directors				Staff provided comprehensive status updates at the August Board and September TAC meetings. Staff provided 2nd update at the October TAC and November Board meetings on two specific tools, featuring Regional GIS and Jefferson Township Future Land Use Strategic Planning projects. Staff provided 3rd update at the January TAC and February Board meetings on the Implementation Tools Business Plan. Staff provided 4th update at the May TAC and June Board meetings on Implementation Tools for Economic Development.
625	Public Information and Service		FTA/ FHWA/ ODOT/ MVRPC	74%	100%	
625.1	Public participation and media relations	Review the recently updated MVRPC's Public Participation Policy for Transportation Planning per MAP-21 requirements				Staff participated in "What Fixing America's Surface Transportation Act Means for Commuter-Friendly Employers" Webinar hosted by Jason Pavluchuk from Pavluchuk & Associates in January 2016. This webinar was in preparation for the new requirements of FAST-ACT.
		Coordinate all necessary outreach regarding public participation meetings				Staff coordinated all elements regarding public participation meetings for the following topics: Final Bikeway Plan - September 2015; Public Participation Policy Update - October 2015; STP & TA Solicitation of projects/funding - November 2015; Long Range Transportation Plan - August 2015, October 2015, and April 2016.
		Coordinate with various consultants regarding public participation				Not applicable during FY16.
		Oversee and maintain website and highlight Transportation issues				Staff continued to update and maintain the MVRPC website, as needed. Continued maintaining areas on the website to promote public participation meetings and updates to various projects and information. Staff continued updating the Executive Director's Update section and newsletter to highlight high-level projects on www.mvrpc.org.
		Maintain a Facebook page and Twitter feed to encourage public participation and interaction				Staff continued promoting agency topics on social media platforms. Expanded promotion of public participation meetings to include creating "Events" on Facebook.

TASK NUM	ITEM	ANTICIPATED PRODUCT	\$ SOURCE	PERCENT BUDGET UTILIZED (tentative)	PERCENT Done	REMARKS
	Public participation and media relations	Update media contacts in Outlook				Media contacts were updated as new information was received.
		Incorporate other entities' mailing lists				No additional mailing lists were incorporated this year. Various updates to mailing lists were completed as new information was provided.
		Produce various information publications/materials				Informational brochures were developed regarding the following topics: Share the Road Safety Campaign, Tale of the Trails Bike Infographic, Rideshare Registration Information Sheet, Membership Information Sheet, Funding Information Sheets for PDAC, OPWC and TRAC, and Agency Overview Information Sheet. These were distributed to member jurisdictions, the public and also made available on www.mvrpc.org. A US35 GRE/MOT informational video was produced for TRAC in an effort to secure funding to update both sections of US35.
		Produce various Public Participation Summary booklets				Staff compiled the necessary information for the Public Participation Summary booklets for various projects requiring them throughout SFY2016.
		Participate in project-oriented public meetings				Staff participated in all public participation meetings.
		Participate in the Ohio Association of Regional Councils' Communications & Public Participation Subcommittee				Staff participated in the OARC Communication & Public Participation subcommittee meetings on November 10, 2015 and April 22, 2016.
		Oversee the Ohio Association of Regional Councils' website and train other MPO staff members on its maintenance				Staff continues to maintain the OARC website and regularly assists other MPO staff with posting information about relevant information or events held around the State.
665.2	Regional Transportation Planning Organization Pilot Program		LOCAL	34%	100%	
665.2	RTPO Pilot Program - PID 99720	Provide technical assistance by providing data, sample reports and documentation, and attending meetings				Staff attended the kick off meeting for the Indian Lake subarea study and provided input into the scope and traffic data collection efforts. Contracted with consultant to develop cost allocation plans for LUCRPC and supporting documents and training were completed January 2016.
667.1	RIDESHARE Program		FTA/ FHWA/ ODOT/ MVRPC	98%	100%	
667.11	RIDESHARE Program Activities/Outreach - PID 91263	Continue contract with MORPC to host a web-based, integrated ride matching service for commuters to generate match lists				Contract with MORPC continued although with a modified dollar amount. OARC Rideshare Committee began evaluation of new Rideshare software. The Northeast Ohio Rideshare agencies confirmed their desire to join the rest of the state and consolidate into one website/software, along with a human service provider in Lima. Unfortunately, Springfield (CCSTCC) had decided to withdraw from the statewide program. MORPC obtained a state grant to help in the selection of possible software providers and will spearhead the RFP process for the new software, tentatively to be completed and selected by November 2016.
		Provide quality computerized ride matching services (generate match lists)				The number of matches attempted during FY2016 totaled 574 with 361 of these receiving at least one match - a 63% match rate. The average home to work distance was 15.68 miles.
		Employer contacts/presentations and campaigns (on-site or off-site)				Staff continued to present/distribute Rideshare information to businesses and organizations throughout our coverage area including Caterpillar Logistics, Sinclair Community College Employee Fair and Wright State University Employee Fair. Staff provided Rideshare and Vanpool information to the Dayton Development Coalition as part of their incentive package to secure a new tenant for the Wilmington Air Park (Clinton County).

TASK NUM	ITEM	ANTICIPATED PRODUCT	\$ SOURCE	PERCENT BUDGET UTILIZED (tentative)	PERCENT Done	REMARKS
	RIDESHARE Program Activities/Outreach - PID 91263	General advertising and outreach to promote RIDESHARE				Continued advertising Rideshare program with #WeRideshare for July and August 2015 with side and tail of the bus ads, TV commercials, billboards, radio commercials, print ads and social media. In April - June 2016, advertising continued with updated "It All Adds Up to Cleaner Air" ads regarding carpooling/biking. These updated ads were re-shot in HD, full color and included the new logo. In May 2016, staff mailed letters and bike safety information to commuters in the database who travel less than 6 miles to encourage them to try "Pedal Pals" Program.
		Co-ordinate the "Drive Less Live More" Initiative with partner agencies				Drive Less Live More (DLLM) partners include Greater Dayton Regional Transit Authority and Five Rivers MetroParks. The partners conducted their various events and they were promoted via the DLLM website (www.drivelesslivemore.org), DLLM Facebook page and DDN newspaper ads. MVRPC continued the responsibility of maintaining the DLLM website. Staff refreshed website information and updated navigation of the page. DLLM sponsored both the Dayton Dragons and Frazee Pavilion "Throwback Thursday" concert series and featured special carpool and bike parking for those who attended the events either in a carpool of four (4) or via bike.
		Coordinate and promote the Guaranteed Ride Home Program				Updated Guaranteed Ride Home Program text to include Enterprise Rent-A-Car one day car rental as another option of transportation in the event of an emergency. Registered Rideshare users, from the Miami Valley area, were automatically enrolled in the GRH Program after they registered for Rideshare. GRH information is included on the website and the program brochures/registration forms. All new vanpoolers were encouraged to enroll in Rideshare/GRH to use in an emergency.
		Participate in Rideshare/Air Quality OARC meetings				Staff participated in the OARC Rideshare/Air Quality subcommittee meetings on September 25, 2015, March 25, 2016 and special TDM presentation on June 14, 2016. There have been additional meetings and conference calls in regards to the RFP process and evaluation of new Rideshare software project including webinar demonstrations of new software vendors.
		Prepare and submit Annual Progress Report to ODOT in a timely manner				Report was prepared and submitted in a timely manner.
667.12	Vanpool Administration and Seat Subsidy Program Vanpool - PID 91264	Coordinate with Vanpool Services Inc. (VPSI) (AKA vRide), Enterprise Holdings and various companies to promote vanpooling as a commuter option for employees				Staff promoted the vanpool program in conjunction with vRide and Enterprise Holdings vanpools. Enterprise notified MVRPC on June 13, 2016, that they have acquired vRide.
		Participate in various Transportation Fairs with VPSI (AKA vRide), Enterprise Holdings and various vanpool providers, as requested.				No Requests this year.
		Geocode/plot potential vanpoolers and help determine rendezvous points.				No Requests this year.
		Administer the Vanpool Seat Subsidy Program with VPSI (vRide) and Enterprise Holdings				MVRPC received \$560,854 in CMAQ funds to continue the Vanpool Seat Subsidy Program. These funds must be expended within five (5) years.

TASK NUM	ITEM	ANTICIPATED PRODUCT	\$ SOURCE	PERCENT BUDGET UTILIZED (tentative)	PERCENT Done	REMARKS
667.2	Air Quality Awareness Program		FTA/ FHWA/ ODOT/ MVRPC	98%	100%	
667.21	Miami Valley Air Quality Awareness Program - PID 91255	"Air Pollution Advisories" issued in coordination with RAPCA	Eight (8) APAs were issued during July 1, 2015 through June 30, 2016 time period: Wednesday, June 1, 2016; Saturday, June 11, Sunday, June 12, Monday June 13, 2016 (consecutive days); Saturday, June 18, Sunday, June 19, Monday June 20, 2016 (consecutive days); and Saturday, June 25, 2016. Notifications were provided to all regional media outlets, via broadcast e-mail, on MVRPC's website, and MVRPC 's social media outlets. Activated advertisements were used to promote APAs using digital billboards (Key Ads) and front page dog-ear ads (Dayton Daily News).			
		Coordinate with GDRTA, Clark County-Springfield TCC, Springfield City Transit, Miami County Transit and Greene CATS when the advisories are issued	Notifications were coordinated with CCSTCC and all regional transit agencies.			
		Continue to maintain the air quality website (www.miamivalleyair.org) to include ground-level ozone/PM 2.5 info and EnviroFlash options.	Maintain information regarding Air Quality on MiamiValleyAir.org webpage. Updates were made once USEPA updated their website/map application so it would appear on our miamivalleyair.org website.			
		General advertising and outreach using "It All Adds Up to Cleaner Air" materials including the locally produced items	Updated "It All Adds Up to Cleaner Air" commercials with new MVRPC logo and HD Quality. Offered to split the cost and use of the commercials with OARC members, OKI took advantage of this opportunity. A variety of advertising was purchased including TV, radio, bus signs, direct mail and print ads.			
		Special outreach efforts/special events that promote reducing air pollution.	July and August 2015, Staff promoted an online contest to win a prize pack of battery-powered lawn equipment. The advertising also included ten (10) tips that anyone can do to reduce air pollution. MVRPC promoted Air Quality Awareness Week during May 2016 by listing specific actions Miami Valley residents can take to reduce air pollution. These actions were promoted on social media using #CareforAir. A press release was sent out promoting Air Quality Awareness Week campaign.			
		Coordinate with RAPCA regarding an "anti-idling campaign" focusing on schools	Presented "Anti-Idling Campaign" materials to the MVRPC Board of Directors. Information and resources were added to the RAPCA website and MiamiValleyAir.org website. RAPCA mailed out letters informing schools in the area of the campaign materials available. Several organizations reached out for more information including Brookville schools, New Lebanon schools and Centerville-Washington Township Park District. There have been a number of organizations that have requested anti idling outdoor signs. Dayton Public Schools requested 100 signs, Five River MetroParks requested 30 signs and KinderCare requested 28 signs. RAPCA and MVRPC are working on ordering more signs to meet the demand.			
Miami Valley Air Quality Awareness Program	Participate in Rideshare/Air Quality OARC meetings	Staff participated in the OARC Rideshare/Air Quality subcommittee meetings on September 25, 2015, March 25, 2016 and special TDM presentation on June 14, 2016. Coordinated with OKI to split the cost of updated Air Quality Awareness commercials. MVRPC provided OARC committee members information about our promotion for Air Quality Awareness Week, May 2016.				
	Prepare and submit Annual Progress Report to ODOT in a timely manner	Report was prepared and submitted in a timely manner.				
667.22	Enhanced Air Quality Forecasting PID 91255	Contract with RAPCA/Forecasting Service/Consultant for enhanced, year-round air quality forecasting	The fiscal year July 1, 2015 through June 30, 2016, did not measure > 75 ppbv 8-hour average ozone at any of our six ozone monitors in RAPCA jurisdiction. However, the new tighter ozone National Ambient Air Quality Standard of 70 ppbv 8-hour average ozone became effective in October 2015. As a result of the new tighter standard, RAPCA has measured 7 ozone exceedance days (>70 ppbv) thus far in 2016. Our Air Pollution Advisory (APA) forecasting program was in effect throughout the Fiscal Year. Beginning in 2016, RAPCA calls an (ozone) air pollution advisory when the ozone concentration is forecasted to be over 70 ppbv. Due to the tighter standard, RAPCA has endeavored to increase sensitivity to weather conditions conducive to ozone formation, thereby enhancing public awareness and protection. While our region continues to measure relatively low levels of ozone indicating the success of local, state and federal air pollution control programs, the region is currently having difficulty meeting the tighter ozone standard. As a result, the region may well be designated as an ozone nonattainment area in the near future. RAPCA anticipates further improvement in ozone and PM2.5 levels in future years due to the implementation of national and local measures.			
		Coordinate with RAPCA regarding forecasting training, software and educational conferences	Staff coordinates regularly with RAPCA regarding forecasts, training and educational conferences. RAPCA employs a suite of forecasting tools to generate daily forecasts of air quality in terms of PM2.5 and ozone. These forecasts are then sent to MVRPC, U.S. EPA and the public. As emissions of ozone precursors continue to be reduced, RAPCA expects lower levels of PM2.5 and ozone than we experienced in previous years. While this is a positive development, it presents a challenge for accurate forecasts. The tightening of the ozone NAAQS also presents a forecasting and messaging challenge. We continue to enhance our forecasting tools through working with a contractor, Sonoma Technology Inc.			

TASK NUM	ITEM	ANTICIPATED PRODUCT	\$ SOURCE	PERCENT BUDGET UTILIZED (tentative)	PERCENT Done	REMARKS	
667.3	Alternative Transportation Program		FTA/ FHWA/ ODOT/ MVRPC	95%	100%		
667.31	Alternative Transportation Activities/Outreach - PID 92155	Conduct outreach activities to encourage members to make their jurisdictions more walk and bike-friendly				Staff met with City of Vandalia staff to review the city's bike route planning. MVRPC partnered with Public Health Dayton Montgomery County to inventory sidewalks in Montgomery County, to encourage development of local complete streets policies and to conduct walking and biking audits in Dayton. MVRPC convened the Regional Bikeways Committee two times during the fiscal year. MVRPC developed and adopted the Bike Plan Update (December 2015). MVRPC hosted the NHI course "Designing for Pedestrian Safety in September 2015. MVRPC served on the Board of Directors of Bike Miami Valley, have a representative on the Bike Miami Valley Regional Advocacy Committee, the Xenia Spokes Planning Committee, Miami Valley Cycling Summit 2017 Committee and Bike/Walk Dayton. Staff began work with Greene County Regional Planning on Walkability Workshops for Bellbrook, Spring Valley and Jamestown. Staff began work with PHDMC on Biking Audits of Old North Dayton and McCook neighborhoods. Staff made presentation to Huber Heights Council work session on making the City more bike-friendly. Staff helped lead walking Wednesday activity in cooperation with Downtown Dayton Partnership and Montgomery County Public Health. Staff created maps for Centerville and Washington Twp. community bike mapping exercise. Adventure Summit (Wright State U) presentation on bike plan, Met with Vandalia planning re: bike routes and connections, Assisted Springboro bike committee to apply for Bike Friendly Community status, hosted a booth at Dayton Metro Library Summer Challenge, hosted ODOT/LTAP Pedestrian Safety training for engineers, presented Bike Plan Update info to Greene County Planning Commission and hosted booth at Austin Landing Bike Path opening.	
		Cross-promotion of the "Bike on Bus" program as part of "Drive Less Live More"					MVRPC included bike on bus literature and information at all outreach events where we displayed information. These included the 2016 Bike to Work Day Pancake Breakfast, The River Ride, the RTA Experience, Bike to the Fraze and Bike to the Dragons events.
		Assist regional transit agencies to plan for improved connectivity between the three transit systems in the Region to minimize difficulty crossing county boundaries					No activity this period. Three transit agencies are maintaining connections across county lines that were established in previous years.
		Continue to plan for and promote the completion of accessible infrastructure along fixed and flex route bus lines, in coordination with funding available from FTA Sections 5310 and 5317					Staff met with City of Trotwood regarding opportunities to complete sidewalk infrastructure using Section 5310 and remaining 5317 funding. Encouraged them to develop a proposal to improve access to fixed-route service for the elderly and people with disabilities. No proposal submitted at this time.
		Disseminate the multi-county bike map (2014 edition) in conjunction with other cycling groups/affiliations/parks & recreation departments through January 2017					Ongoing. MVRPC distributed approximately 800 maps by US Mail to individuals who requested them, primarily through www.miamivalleytrails.org. Another 400 (approximately) were distributed in person at outreach events. Staff continued distributing 2014 Bikeways Map at public events including Kettering Block Party, Miamisburg River Ride, Bike to Work Day, RTA events, etc. Delivered maps to bike shops and other outlets upon request. Staff reordered and distributed maps for partners running low on maps in the summer of 2015.
		Support with site partners to continue enhancing the regional cycling advocacy web site (www.miamivalleytrails.org), including interactive mapping of regional bikeway networks. This will include, as needed, training for website partners on access and use of the site content management system					102 updates were made to the Miami Valley Trails web site during the fiscal year, including about 20 made by site partners. One-on-one training and login IDs were provided to site partner staff as needed. In addition, site partners met and developed an RFP for needed updates to the site, including making the site perform better on mobile devices. Vendor was selected and project will begin in first quarter FY2017.
		Create two new high definition PSA's on safe cycling practices to replace existing outdated ones					Completed. New videos feature MVRPC Executive Director Brian Martin and Bike Miami Valley Executive Director Laura Estandia and are in rotation with local media outlets and available on MVRPC's website.
		Coordinate with local cycling groups/affiliations/parks & recreation departments					MVRPC partnered with Bike Miami Valley on the development and delivery of Adult Cycling Education in coordination with the launch of the Link Dayton Bike Share program, and with a general effort to encourage more transportation cycling. MVRPC assisted Five Rivers MetroParks (member of MVRPC) in development of their "Safe Routes to Parks" planning initiative. MVRPC convened the Regional Bikeways Committee two times during the year - all regional parks districts participate in this committee. MVRPC convened the 2017 Regional Bikeways Map development committee to begin planning for the next regional bikeways map. All major parks districts in the Region serve on this committee.

TASK NUM	ITEM	ANTICIPATED PRODUCT	\$ SOURCE	PERCENT BUDGET UTILIZED (tentative)	PERCENT Done	REMARKS
	Alternative Transportation Activities/Outreach	Develop a local version of the ODOT Share the Road Education kit branded for the Miami Valley				Completed. Materials ready for download by member jurisdictions are available from the MVRPC web site. Materials were ready for distribution in time for spring biking events. Materials are being well-received by the public.
		Incorporate Pedal Pals information and cross promote				MVRPC included Pedal Pals literature and information at all outreach events where we displayed information. These included the 2016 Bike to Work Day Pancake Breakfast, The River Ride, the RTA Experience, Bike to the Fraze and Bike to the Dragons events.
		Implement recommendations of the Comprehensive Local-Regional Bikeways Plan in coordination with Regional Bikeways Committee partners				MVRPC developed and adopted the Bike Plan Update to the CLRBP in 2015. Staff have participated in the ODOT bike route designation process. Staff have convened two meetings of stakeholders to discuss closing the gap in the Wolf Creek Trail. MVRPC has continued its participation in the "Drive Less Live More" initiative. MVRPC continues to participate in the planning and execution of the Miami Valley Cycling Summit and is a major partner for the 2017 International Trails Symposium, participating in developing the proposal and planning for the event.
		Partner with regional agencies to implement a regional Bike-Friendly Business program under the "Drive Less Live More" campaign				MVRPC will partner with Bike Miami Valley to implement their three-tiered Bike Friendly Business program.
		Support Dayton Bike Share program and Bike Miami Valley, through board membership, technical assistance and research in planning and launching Dayton Bike Share, dependent on available funding				MVRPC serves on the Board of Directors of Bike Miami Valley and has a representative on the Bike Miami Valley Regional Advocacy Committee.
		Coordinate with local safety advocates and police departments on a regional bike lights awareness campaign, including the purchase of bike light sets for distribution to the public, especially to low-income riders				MVRPC partnered with Bike Miami Valley, the Major Taylor Cycling Club, Dayton Cycling Club, the Life Enrichment Center, Bicycles for All and the Cities of Trotwood, Centerville and Kettering and the Dayton Police Department on bike lights distribution. Approximately 600 sets of lights were distributed.
		Assist jurisdictions to encourage walking and biking to school through involvement with the Safe Routes to School program, the Safe Routes to Play Initiative, Safe Kids Coalition, and the community policing coalition. Explore regional interest in a parallel Safe Routes to Play effort				Ongoing. Staff participated in regular Safe Kids Coalition meetings, the monthly Ohio Safe Routes to School Partnership conference calls, and the National Safe Routes to School Conference in Columbus, OH. MVRPC also assisted Five Rivers MetroParks in their Safe Routes to Parks planning initiative. Regularly attends Safe Kids meetings and recently involved in strategic planning for Safe Kids local organization. Regularly attends Miami Valley Crime Prevention Association and presented information on pedestrian safety for local police officers in that forum.
		Plan and convene a regional Safe Routes for non-drivers forum				Member jurisdictions were encouraged to attend the National Safe Routes to School Conference in April 2016 in Columbus, OH. No regional event was held.
		Coordinate regional effort to promote the bike trails and other bike facilities as viable transportation options for work, school and errands				Ongoing. The regional bike trails were central to the Level of Traffic Stress analysis in the Bike Plan Update. Trails promotion efforts were ongoing through the map and web site outreach efforts.
		Implement Adult Cycling education program in coordination with Bike Miami Valley				MVRPC partnered with Bike Miami Valley on the development and delivery of Adult Cycling Education in coordination with the launch of the Link Dayton Bike Share program, and with a general effort to encourage more transportation cycling.

TASK NUM	ITEM	ANTICIPATED PRODUCT	\$ SOURCE	PERCENT BUDGET UTILIZED (tentative)	PERCENT Done	REMARKS
	Alternative Transportation Activities/Outreach	Conduct targeted outreach to trail-connected to 3 neighborhoods encouraging residents to access and use the trails via low-stress neighborhood streets				No activity this period.
		Create and distribute an interest survey to identify potential cycling champions who would be interested in forming teacher/student bike clubs				No activity this period.
		Encourage members to make their jurisdictions more walkable. Where appropriate, consider funding pedestrian facility projects which improve access to fixed-route transit for people with disabilities with 80% Section 5310 funding				Staff developed and taught Complete Streets for Local Jurisdictions. First session focused on the City of Trotwood and Jefferson Township. Jurisdictions were encouraged to develop local Complete Streets policies. Sessions were well attended and evaluated highly. Staff has offered to assist in the development of local policies. Made jurisdictions aware of available 5310 funding that can be used to improve access to fixed-route transit.
		Conduct walking audits for jurisdictions, schools, universities and employers as requested. Publicize the availability of this service				Staff conducted preliminary planning for a walking audit in the City of Bellbrook to take place in early FY2017.
		In cooperation with RAPCA, encourage jurisdictions to apply for Diesel-Emission Reduction grants				No activity this year.
667.32	Alternative Transportation Planning Activities - PID 88356	Assistance to jurisdictions related to implementation of Regional Complete Streets Policy				Ongoing. MVRPC staff reviewed all STP and CM/AQ applications received for compliance with the Regional Complete Streets Policy
		Provide technical assistance to member jurisdictions seeking to develop local complete streets policies				MVRPC partnered with Public Health Dayton Montgomery County to inventory sidewalks in Montgomery County, to encourage development of local complete streets policies and to conduct walking and biking audits in Dayton. Staff developed and delivered a Local Complete Streets Policy development workshop for the City of Trotwood and Jefferson Township.
		Staff the regional bikeways committee				Staff convened the regional bikeways committee two times during the fiscal year.
		Refine and integrate data from Regional Bike Map update process into the MVRPC GIS system so that it is compatible with the Long Range Planning process				Ongoing - main integration is complete, some overlaps between local and regional bikeway shapefiles remain as proposed trails and routes are developed.
		Provide Level of Traffic Stress materials to local jurisdictions				MVRPC assisted Five Rivers MetroParks in the development of their Safe Routes to Parks Planning. LTS data was provided to identify low stress cycling routes to FRMP park facilities.

TASK NUM	ITEM	ANTICIPATED PRODUCT	\$ SOURCE	PERCENT BUDGET UTILIZED (tentative)	PERCENT Done	REMARKS
	Alternative Transportation Planning Activities - PID 88356	Update the Comprehensive Local Regional Bikeways Plan to document progress, identify obstacles and revise plan goals as needed. Convene meetings of the Bike Plan Update sub-committee and plan and hold public involvement meetings for the update	Completed. MVRPC developed and adopted the Bike Plan Update in late 2015.			
		Form the 2017 Bikeways Map Review Committee and develop the 2017 Map Project Timeline	Completed. The Map Development Committee met three times: January, March and June of 2016.			
		Collect enhanced data metrics, such as additional miles of trail, new access points, additional parking, etc.	Ongoing.			
		Develop new and revised bikeway goals and projects for the period of 2015-2019 based on updated CLRBP	Completed. Projects, publications, and goals were developed through 2018 based on the Bike Plan Update recommendations.			
		Gain approval of the Bike Plan Update by the MVRPC Board of Directors	Completed. The Bike Plan Update was adopted at the Board of Directors' December 2015 meeting.			
	Alternative Transportation Planning Activities	Finalize the new plan document for major partners and an executive summary for distribution to bike stakeholders and the general public	Completed. Summary and complete plan document are available on MVRPC.org website and have been distributed to the Board and partner agencies.			
		Coordinate and convene educational opportunities on transit, biking, walking and specialized transit issues for member jurisdictions, advocates and transit agency staff.	Staff hosted ODOT's Bike Route planning process and two stakeholder meetings on behalf of ODOT.			
674.1	Administration of the Coordinated Public Transit-Human Services Transportation Plan		FTA/ FHWA/ ODOT/ MVRPC	66%	100%	
674.1.1	Coordinated Public Transit-Human Services Transportation Plan - PID 98754	Participate in the committee structure to oversee the implementation of the Public Transit-Human Services Transportation Coordination plan	Staff convened and made appropriate presentations to the Regional Coordination Council and encouraged implementation of the recommendations of the Public Transit-Human Services Transportation Coordination plan.			
		Convene and facilitate quarterly regional coordination meetings to identify and pursue coordination opportunities, share ideas and report on ongoing efforts	Staff scheduled, promoted and convened Regional Transportation Coordination Council in August 2015, February 2016 and May 2016. Used the Council forum to promote coordinated training opportunities, share best practices and inform attendees of opportunities for funding. An average of 50 people participated in these sessions.			

TASK NUM	ITEM	ANTICIPATED PRODUCT	\$ SOURCE	PERCENT BUDGET UTILIZED (tentative)	PERCENT Done	REMARKS
	Coordinated Public Transit-Human Services Transportation Plan - PID 98754	Convene ad hoc working groups to address coordination issues and opportunities				Mobility Managers typically meet after quarterly Regional Coordination Council meetings, and have organized separate site visits and training, including site visits to the Veterans Administration and participation in disability awareness training.
		Maintain the Regional Directory of Transit and Human Services Transportation Providers as input to the interactive website, www.miamivalleyrides.org .				Staff provided information to update the www.miamivalleyridefinder.org as needed. This website now acts as a publicly-accessible Regional Directory of Transit and Human Service Providers.
		Implement the recommendations of the Update of the HSTC plan				Staff continues to promote and support strategies recommended in the HSTC plan. Significant efforts in FY2016 included the planning for an expansion of available transportation options for seniors through the Rides4Seniors grant, planning and delivery of joint training in the areas of driver safety, disability awareness and cost allocation and through the ongoing management of the regional Section 5310 program.
674.12	Designated Recipient for Enhanced Mobility for Seniors and People with Disabilities (Section 5310)	Implement approved regional Program Management Plan for Section 5310				The initial round of funding for Section 5310 was awarded in 2015 according to the approved regional Program Management Plan. The vehicle procurement process was conducted in FY2016 by GDRTA, per the PMP.
		Award regional 5310 allocation with approved PMP. Conduct Competitive selection, if needed, or determine priorities for distribution of those funds in cooperation with the Coordination Council				Planning for the second round of 5310 funding took place in FY2016. A competitive selection process is scheduled for Fall of 2016 to award 2015 - 2016 regional allocation.
		Identify high-priority pedestrian infrastructure projects to improve access to flex and fixed route transit service				Staff began the process of mapping the Region's sidewalk infrastructure in cooperation with Public Health. An inventory of existing data concerning sidewalks was conducted. Staff met with the City of Trotwood and identified a potential sidewalk project, but no projects were requested or completed in FY2016.
		Complete TrAM applications for regional 5310 administrative funds				Administrative funds will be applied for as part of the regional 5310 application which will be submitted by GDRTA. This change is at the request of FTA regional office.
		Complete TrAM and ECHO grant reporting process for 5310 administrative funds				Staff completed TrAM reporting per schedule. ECHO reporting is now included in the TrAM system.
		Finalize vehicle inspection process for 5310 vehicles and participate in the delivery inspections of the vehicles purchased under the program				GDRTA completed initial inspection of vehicles upon receipt. No vehicles have been put into service by participating agencies at this time. Future inspections will be conducted every three years.
		Contact ODOT as questions arise concerning the new 5310 program				Staff contacted ODOT office of transit as needed during the transition to a regional 5310 program. Worked with regional agencies to try to minimize confusion during the transition to the regionally-managed program.
		Stay in contact with other large MPOs concerning their transition to the regionally-managed program				Staff compared progress with OKI and MORPC on the transition to regional Section 5310 programs.

TASK NUM	ITEM	ANTICIPATED PRODUCT	\$ SOURCE	PERCENT BUDGET UTILIZED (tentative)	PERCENT Done	REMARKS
674.2	<i>Transit Exclusive Planning (GDRTA)</i>		<i>FTA/ FHWA/ ODOT/ MVRPC</i>	85%	85%	
674.2.1	Market Research	Website Upgrade	Website update near completion with final adjustments being addressed. Go to www.i-riderta.org .			
		RTA Branding Campaign	Conducting campaigns relating to safety and security, Summer Passport summer youth passes, participation in the Read On RTA campaign, participation in college orientation sessions, etc.			
674.2.2	Service Analysis	Planning and Zoning Workshop	Workshop held at Sinclair College in December with nearly 300 attendees. A multitude of seminars provided a great networking and learning experience.			
		Fare Analysis	Report completed by RLS & Associates. Completion date of December 2016.			
674.3	<i>Transit Exclusive Planning (Miami County Public Transit)</i>		<i>FTA/ FHWA/ ODOT/ MVRPC</i>	55%	55%	
674.3.1	Planning	Research options for integrating GPS software and equipment for MCPT	Have investigated possible vendors and viewed demos of equipment- Continuing to peruse options. Next steps will be to visit some other systems and view technologies we are considering in action.			
		Continue marketing plan with emphasis on growing areas of employment in Miami County. Also coordination with local economic development departments & chambers of commerce to further marketing plan	Study on employment destinations completed.			
674.4	<i>Transit Exclusive Planning (Greene County Transit Board-Greene CATS)</i>		<i>FTA/ FHWA/ ODOT/ MVRPC</i>	75%	75%	
674.4.1	Flex Route Planning	Revised flex routes to include modifications and additional peak, evening, and weekend service	Revised routes and times have been developed and testing is in progress for the additional peak and evening service. Weekend routes are still in the beginning stages of being developed.			
674.4.2	Facility Planning	Identify location for new facilities. Develop the design/engineering plans for new facilities	Locations for new facility being reviewed. Design for new operations and maintenance facility complete.			

TASK NUM	ITEM	ANTICIPATED PRODUCT	\$ SOURCE	PERCENT BUDGET UTILIZED (tentative)	PERCENT Done	REMARKS
697	Work Program Administration		FTA/ FHWA/ ODOT/ MVRPC	76%	100%	
697.1	Work Program Administration	Transportation program supervision	Technical supervision and program oversight was provided.			
		Committee staff support	Staff support was provided for the following board of directors meetings: August 6, September 3, October 1, November 5, December 3, February 4, March 3, April 7, May 7, and June 4.			
		Draft Transportation Budget and Work Program	Draft work program and budget was completed and sent to ODOT March 3, 2016			
		Final Transportation Budget and Work Program	Final work program and budget was completed and sent to ODOT May 2, 2016.			
		Transportation Budget and Work Program Amendments	Staff prepared SFY2016 budget adjustments for SFY2015 carry forward funds and obtained ODOT approval.			
		Progress Report	Staff produced the SFY2015 final completion report, which was approved by the board on September 3, 2015 and submitted to ODOT on September 3, 2015.			
		Self-certification	Bi-annual self-certification was approved by the MVRPC Board on May 7, 2015.			
		Coordination with ODOT and OARC	On-going.			
		Coordination with other MVRPC divisions, jurisdictions, system operators and other agencies	Staff continued to work closely with OARC, ODOT and other agencies.			
		Annual Title VI Compliance Report	Updated Title VI report was submitted as part of work program submission.			
		Update Prospectus document for submission to ODOT	Prospectus document updated and submitted to ODOT.			



MIAMI VALLEY

Regional Planning Commission

10 North Ludlow St., Suite 700
Dayton, Ohio 45402-1855

t: 937.223.6323
f: 937.223.9750
TTY/TDD: 800.750.0750
www.mvrpc.org

RESOLUTION ADOPTING THE SFY2016 TRANSPORTATION WORK PROGRAM COMPLETION REPORT

WHEREAS, the Miami Valley Regional Planning Commission is designated as the Metropolitan Planning Organization (MPO) by the Governor acting through the Ohio Department of Transportation in cooperation with locally elected officials for Greene, Miami and Montgomery Counties including the jurisdictions of Carlisle, Franklin and Springboro in Warren County; and

WHEREAS, MVRPC's Board of Directors serves as the policy and decision making body through which local governments guide the MPO's transportation planning and programming processes; and

WHEREAS, the SFY2016 Transportation Work Program and Budget were adopted and amended by the Miami Valley Regional Planning Commission; and

WHEREAS, various reports listed in the SFY2016 Transportation Work Program Completion Report have previously been acted upon by the Miami Valley Regional Planning Commission's Board of Directors, as appropriate.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Miami Valley Regional Planning Commission adopts the **SFY2016 Transportation Work Program Completion Report** and authorizes the Executive Director to submit this report and any additional information to funding agencies to document work completed in SFY2016.

BY ACTION OF the Board of Directors of the Miami Valley Regional Planning Commission.

Brian O. Martin, AICP
Executive Director

Carol Graff, Chairperson
Board of Directors of the
Miami Valley Regional Planning Commission

Date



TOOL K

MIAMI VALLEY
STORY
PROJECT

9 | 3

TOOL A

REGIONAL
GEOGRAPHIC
INFORMATION SYSTEM

2 | 1

TOOL J

NATURAL RESOURCES
PRESERVATION AND
ENHANCEMENT

8

TOOL B

ECONOMIC
DEVELOPMENT
DATABASE DATA
SUPPORT

1



MIAMI VALLEY

Regional Planning Commission

**GOING PLACES
IMPLEMENTATION TOOLS**

PROGRESS UPDATES

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SUSTAINABLE
DEVELOPMENT AND
REDEVELOPMENT

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TOOL C

RETURN ON
INVESTMENT / IMPACT
ANALYSIS TOOL

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TOOL H

REGIONAL
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TOOL D

REGIONAL ASSETS
AND ECONOMIC
ANALYSES

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TOOL G

LOCAL JURISDICTION
COORDINATION ON
SPECIFIC ISSUES

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TOOL E

PROJECT FUNDING
COMPETITIVENESS
ANALYSIS

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TOOL F

REGIONAL
TRANSPORTATION
AND DEVELOPMENT
FORUM

1



MIAMI VALLEY

Regional Planning Commission

GOING PLACES IMPLEMENTATION TOOLS

PROGRESS UPDATES

TOOL A: Shared Regional Geographic Information System (GIS)

Accomplishments

- Updated regional datasets (future land use, zoning, open spaces, etc) and regional web mapping applications
- Launched a new interactive Recreational Asset Map
- Provided GIS services to members (Miami County, Dayton/Montgomery County Public Health, City of Trotwood, City of Riverside, City of Clayton, Village of Yellow Springs, GDRTA, Dayton Metro Library, Vectran, etc.)



Upcoming Projects

- Continue to provide GIS Services to members, including web mapping applications and training
- Continue to develop regional mapping application(s) through collaboration with GIS professionals in the region

Priority: Better Information for Stronger Decision Making



TOOL B: Data Support for the Economic Development Site Selection Database



Accomplishments

- Provided support to Dayton Development Coalition on their economic development efforts
- Completed several outreach efforts to promote the awareness of the database

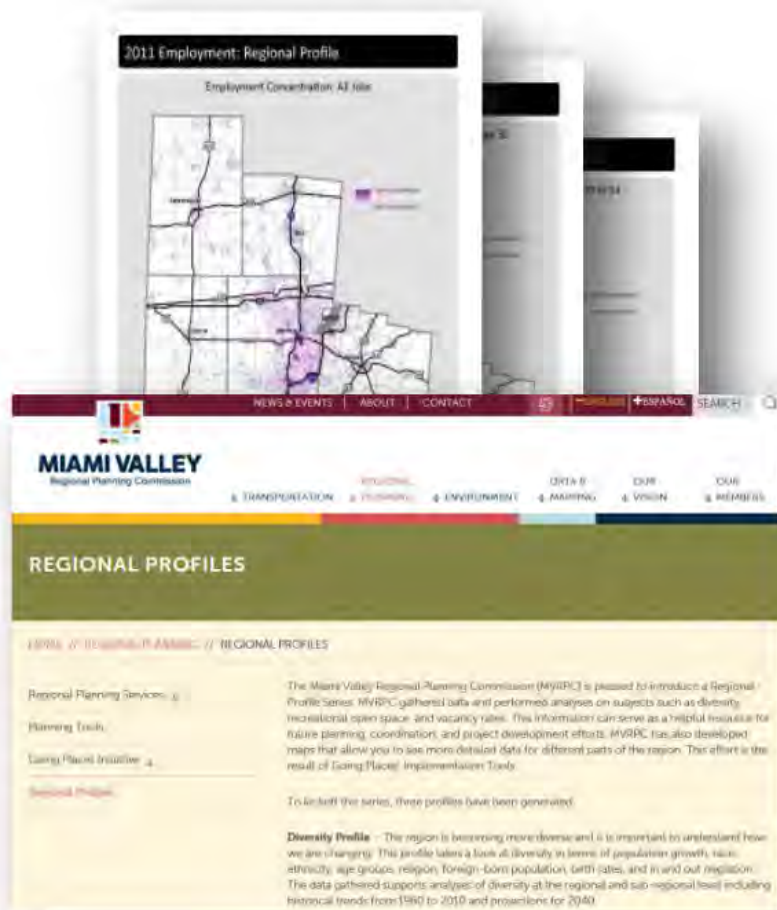
Upcoming Projects

- Provide data support to members related to a specific site
- Continue to support Dayton Development Coalition, including outreach efforts to promote Site Selection Database

Priority: Better Information for Stronger Decision Making



TOOL D: Series of Regional Assets and Economic Analysis



Accomplishments

- Completed regional diversity, vacancy, and recreational open space profiles
- Launched a new interactive Recreational Asset Map

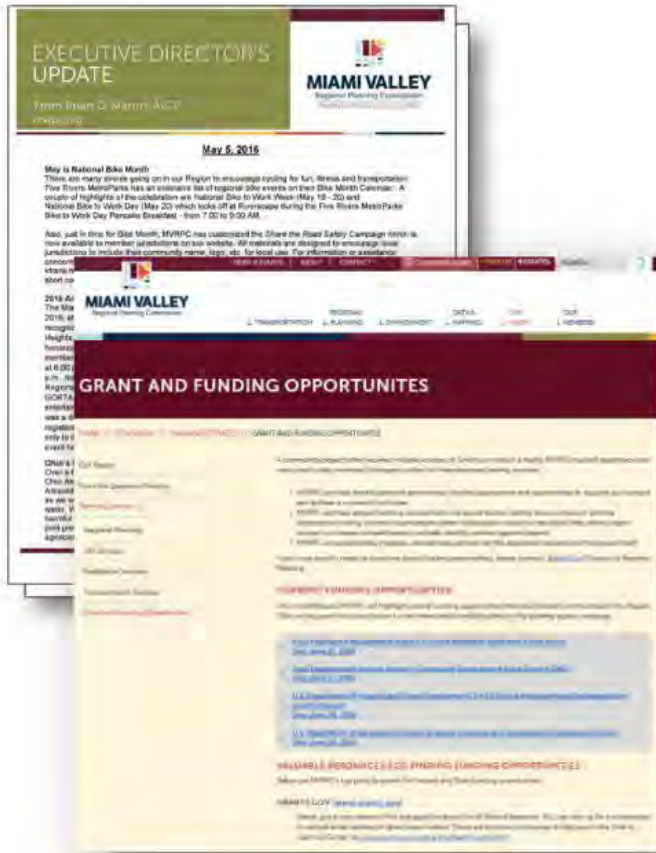
Upcoming Projects

- Publish additional regional profiles on:
 - economic base
 - equity
 - demographics
 - housing
 - transportation
- Expand asset data inventory and continue to develop asset mapping applications through collaborative partnerships

Priority: Better Information for Stronger Decision Making



TOOL E: Project Funding Competitive Analysis



Accomplishments

- Researched and shared information on new grant opportunities with members on a regular basis through the Executive Director's Update newsletter
- Launched a new Grant and Funding Opportunities web page

Upcoming Projects

- Continue to look for and share information on new grant opportunities with members through agency's communication outlets
- Provide project scoping and funding application assistance to members upon request

Priority: Better Information for Stronger Decision Making



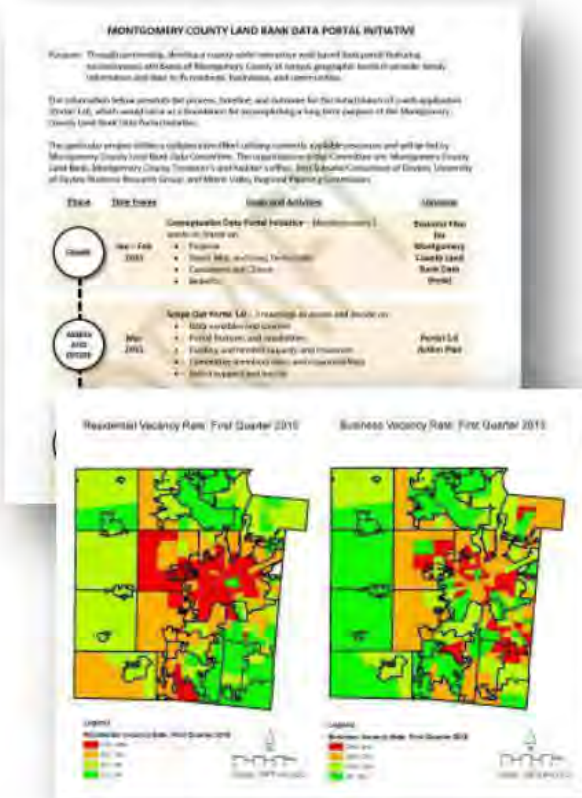
TOOL G: Targeted Subgroups to Address Specific Issues of Local Jurisdiction Coordination

Accomplishments

- Served on various committees for the purpose of coordinating resources and sharing information (Montgomery County Vacant Properties Solutions Initiative, Sustainability Roundtable, Montgomery County Neighborhood Initiative Program, etc)

Upcoming Projects

- Continue to provide assistance on best practices research, data, and mapping to support inter-agencies/jurisdictions coordination efforts and decision-making process
- Continue to convene partners to address regional issues as needed



Priority: Strengthen Regional Collaboration



TOOL H: Regional Collaboration Training Program



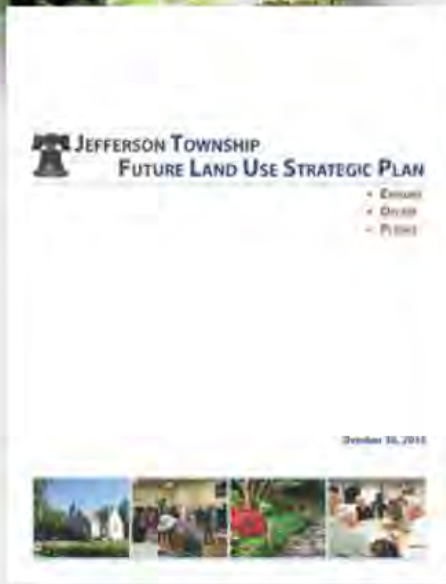
Upcoming Project

- Conduct best practices research activities to identify similar training programs that provide cross-discipline and organizational collaboration skills
- Identify potential partners for hosting the Regional Collaboration Training Program

Priority: Build Region's Capacity for Solutions



TOOL I: Innovative Solutions for Sustainable Development and Redevelopment



Accomplishments

- Provided various planning services to members:
 - Jefferson Township Future Land Use Strategic Planning
 - City of Germantown planning assistance
 - Miami County CR25A Area Master Plan project scoping
 - City of Troy Comprehensive Plan Update
 - Harrison Township Advisory Committee
 - City of Fairborn Comprehensive Plan Update

Upcoming Projects

- Work with partners to develop planning approach strategies, define scope of a project, provide data analysis and mapping, complete best practices research, and other services
- Continue to provide planning services to members upon request

Priority: Build Region's Capacity for Solutions



TOOL J: Innovative Solutions for Natural Resources Preservation and Enhancement



Accomplishments

- Completed Wetland Inventory web mapping application
- Completed 2015 Open Space Inventory update and Regional Open Space Planning process

Upcoming Projects

- Continue to seek partnership opportunities to provide support on local and regional projects aimed at conserving natural resources

Priority: Build Region's Capacity for Solutions



TOOL K: Miami Valley Story Project



Accomplishments

- Served as a Community Partner to support young professionals in their efforts to shift the perception of Dayton region through a new UpDayton Dayton Inspires campaign to reflect growth, opportunity, and positivity

Upcoming Project

- Provide continued support as needed for an on-going campaign

Priority: Build Region's Capacity for Solutions





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MIAMI VALLEY
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