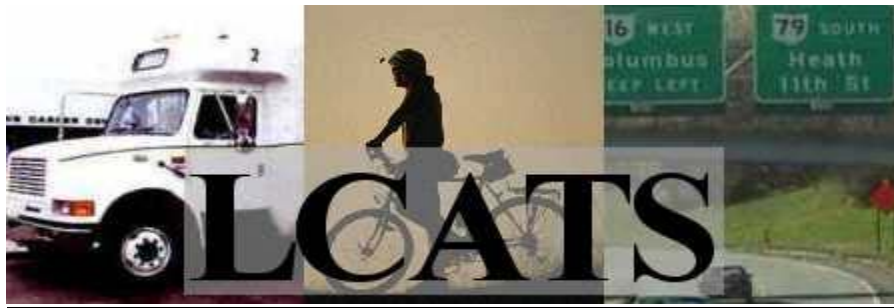




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# **LCATS Final FY 2015 Unified Planning Work Program Progress Report**



**Submitted October 2015**

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## **State Fiscal-Year 2014 (July 1, 2014 through June 30, 2015)**

The preparation of this document was prepared in cooperation with The United States Department of Transportation's Federal Highway Administration and Federal Transit Administration, the State of Ohio Department of Transportation, and the local communities (i.e. Licking County, the cities of Newark and Heath, and the Villages of Granville and Hebron).

The contents of this report reflect the views of the Licking County Area Transportation Study, which is responsible for the facts and accuracy of the data presented. The contents do not necessarily reflect the official view and policies of the State of Ohio Department of Transportation and/or the United States Department of Transportation. This report does not constitute a standard specification or regulation.

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# LCATS State Fiscal Year 2015 Unified Planning Work Program Summary

Final – May 2014; Modified September 2014

WORK ELEMENT	END PRODUCTS
<b>601.10</b> <i>Short Range Planning</i>	1. FY 2014 UPWP Final Progress Report (September 2014) 2. Annual Performance Measures Report (September 2014) 3. Title VI Plan Update (January 2015) 4. Update Bylaws, Prospectus, Member Handbook (March 2015) 5. Draft Fiscal Year 2016 Unified Planning Work Program (March 2015) 6. Final Fiscal Year 2016 Unified Planning Work Program (May 2015) 7. Annual Certification and Review (May 2015) 8. Host pavement or maintenance related training (as available) 9. Local Guidance on short term projects (ongoing)
<b>601.11</b> <i>Safety and Congestion</i>	1. Safety Plan (August 2014) 2. Safety Studies (as requested) 3. Access Management Corridors (as requested) 4. Access Management Development/Regulation Assistance to LCPC (ongoing) 5. Safe Routes to School support (ongoing)
<b>601.13</b> <i>Security</i>	1. No specific end products for this work element
<b>602.10</b> <i>Transportation Improvement Program</i>	1. Publish annual listing of projects for which LCATS Federal funds have been obligated in the preceding year (September 2014) 2. Quarterly STIP/TIP Amendments (July 1, October 1, 2014; January 1, April 1, 2015) 3. Draft FY 2016-2019 Transportation Improvement Program (TIP) (March 2015) 4. Final FY 2016-2019 Transportation Improvement Program (TIP) (May 2015) 5. FY 2014-2017 Transportation Improvement Program (TIP) monitoring (ongoing)
<b>605.10</b> <i>Surveillance &amp; Data</i>	1. Completion of annual traffic monitoring program (September 2014) 2. Sidewalk Inventory (September 2014) 3. Model Zone Split Coordination (as needed)
<b>610.10</b> <i>Transportation Plan &amp; Long Range Planning</i>	1. Thoroughfare Plan (January 2015) 2. Transportation Visioning Workshop or Local Leaders Forum (April 2015) 3. SR 161 Corridor Development Plan (May 2015) 4. Update Performance Measures to meet MAP-21 Standards (May 2015) 5. Update Goals & Objectives, Demographics, outreach plan for Transportation Plan Update (May 2015) 6. Participate in State of Ohio Access Ohio plan development process & implementation (ongoing)
<b>674.10</b> <i>Transit - LCATS</i>	1. STP Vehicle Inspections (as requested) 2. Transit Development Plan for LCTB (January 2015)
<b>675.20</b> <i>Transit Planning - Licking County Transit Board (LCTB)</i> <b>NOTE: There is no LCATS staff time in this Work Element</b>	1. Triennial Review (September 2014) 2. Transit Development Plan Update (January 2015) 3. Coordinated Public Transit Human Services Transportation Plan (January 2015) 4. Monitor services for needed changes/improvements (ongoing) 5. Coordinate transportation services whenever possible (ongoing) 6. Monitor Vehicle Replacement Schedule for needed changes (ongoing) 7. Vehicle Lease Agreement with Licking County Aging Program (June 2014) 8. Certification of Data Report (February 2015) 9. PTMS Report (February 2015) 10. Drug and Alcohol Management Information System Report (March 2015) 11. National Transit Database (NTD) Report (April 2015)
<b>682.10</b> <i>Local Exclusive</i>	1.

**FISCAL YEAR 2015 UNIFIED PLANNING WORK PROGRAM FINANCIAL**

July 1, 2014 through June 30, 2015

Work Element	Total Budgeted Amount	Funding Source	Expended to Date	% Expended
601.10 Short Range Planning	\$54,290	F,S,L	\$62,879	116%
601.11 Safety	\$54,611	F,S,L	\$58,046	106%
601.13 Security	\$801	F,S,L	\$1,669	208%
602.10 TIP & Program Management	\$63,523	F,S,L	\$49,931	79%
605.10 Surveillance & Data	\$60,865	F,S,L	\$68,470	112%
610.10 Long Range Planning	\$65,270	F,S,L	\$80,335	123%
674.10 Transit	\$16,682	F,S,L	\$5,722	34%
LCATS Subtotal	\$316,042		\$327,052	103%
STP Supplement for Transit	\$25,000	F,L	\$3,098	12%

**601.10 SHORT RANGE PLANNING**

**WORK ELEMENT NO.:** 601.10 - Short Range Planning

**BUDGET AMOUNT:** \$54,290

**ON SCHEDULE:** No

**US DOT CPG – FEDERAL / STATE / LOCAL**

**\$50,303 / \$6,288 / \$6,288**

	<b>SFY 2014</b>
AMOUNT EXPENDED TO DATE	\$62,879
PERCENT EXPENDED TO DATE	116%
PERCENT WORK COMPLETED TO DATE	94%

**END PRODUCTS:**

**1. FY2014 UPWP Final Progress Report (September 2014)**

The 2014 Final UPWP progress report was taken before the board in November and was adopted in Resolution T-2015-02. The completion report was then put on the LCATS web site available for public review.

**2. Annual Performance Measure Report (September 2014)**

In June and July of 2013 staff attempted to score the progress of the Performance Measures adopted May of 2012 within the TPlan Resolution T-2012-23. Unfortunately a significant amount of the performance measures are not measurable as intended. Discussion of this issue has been done with the board and will lead to a significant updating of LCATS performance measures within the next TPlan to be adopted May 2016.

**3. Title VI Plan Update (January 2015)**

The LCATS Title VI policy was updated in August and September of 2014. At the same time our Public Participation Process was also updated.

**4. Update Bylaws, Prospectus, Member Handbook (March 2015)**

Prospectus and Bylaws updated but not adopted. Scheduled for adoption in FY 2016.

**5. Draft Fiscal Year 2016 Unified Planning Work Program (March 2015)**

This was completed in March 2015 and the draft was shared with the LCATS TAC/Policy Committee for input on the final. Comments were received from ODOT. These comments were taken into account in developing the final.

**6. Final Fiscal Year 2016 Unified Planning Work Program (May 2015)**

This end product was completed by adoption of Resolution T-2015-13 on May 12, 2015.

**7. Annual Certification and Review (May 2015)**

LCATS Policy Committee certified the planning activities conducted throughout the year by the LCATS. This certification and support was adopted at the Policy Committee by Resolution T-2015-14 on May 12, 2015.

**8. Host pavement or maintenance related training (as available)**

In cooperation with the Licking County Engineers Office, the Township Trustees and the their Roadway Superintendents met at the County Administration Building and we discussed roadway safety, roadway maintenance and Maintenance of Traffic.

**9. Local Guidance on short term projects (ongoing)**

Over SFY2015 we reviewed plans for the city of Newark's sewer separation project and made comments. Hebron's future sidewalk and flood analysis, Jacksontown's impact study and started the Buckeye Lake impact study.

Staff also provided guidance and assistance to Buckeye Lake Area Civic Association on projects that they may be able to foster to completion. Provided guidance to a citizens group concerned with multi-use trail connections and extension in Buckeye Lake.

**DELAYS / PROBLEMS ENCOUNTERED / CORRECTIVE ACTION**

Measuring the progress to the performance measure was not feasible as adopted. See bullet point two.

**601.11 SAFETY, CONGESTION INITIATIVE**

**WORK ELEMENT NO.:** 601.11 – Safety, Congestion Initiative

**BUDGET AMOUNT:** \$54,611

**ON SCHEDULE:** Yes

**US DOT CPG – FEDERAL / STATE / LOCAL**

**\$46,437 / \$5,805 / \$5,805**

	<b>SFY 2014</b>
AMOUNT EXPENDED TO DATE	\$58,437
PERCENT EXPENDED TO DATE	106%
PERCENT WORK COMPLETED TO DATE	90%

**END PRODUCTS:**

**1. Safety Plan – (August 2015)**

LCATS staff has completed the mapping of several parts of the safety plan including:

- Snow & Ice crashes showing the roads with the most snow and ice related crashes.
- Pedestrian showing the intersections and segments with the most pedestrian crashes.
- Bike (Pedacycle) showing the intersections and segments with the most bicycle crashes.
- The 10 highest highway segments with the most crashes.
- The 10 highest highway intersections with the most crashes.
- And specific maps to key concerns for Licking County including Run-Off-Road, Fatal, Fixed Object and Intersection (Angle & Left Turn) crashes.

LCATS staff is now working on the tying this all into the SFYs 2017-40 TPlan for incorporation with future projects and meeting our Performance Measures.

**2. Safety Studies – In SFY 2015 LCATS performed nine safety studies**

City of Newark Wide crashes for Police Department	US62 from Johnstown to Utica for Sheriff’s Office	Seg. US 62 in Johnstown 4.17 – 4.55 started the engineering.
ODOT Pilot Project for Intersection, Run-Off-Road and Fixed Object crashes	Heath SR79 Median Project before and After safety analysis.	Canal Road for Union Township included ball banking curves.
Welsh Hills Road for Licking County Engineers office. Added wide edge lines.	SR37 existing crash analysis for future subdivision.	Assistance to Licking Township for the LTAP signage Grant

**3. Access Management Corridors – In SFY2015 LCATS assisted in the implementation of access management.**

- a. As part of the Buckeye Lake Impact study LCATS did a significant review of SR79 corridor for potential access management projects. This review

included the suggested realignment of dog legged intersections, driveway spacing and formalizing access to parking lots.

**4. Access Management Development/Regulation Assistance to LCPC**

On a number of occasions the Licking County Planning Commission staff requested LCATS staff review and document decisions regarding commercial/light industrial subdivisions.

**5. Safe Routes to School support**

Completion of the Goosepond Trail Extension ties in with the City of Newark's proposed SRTS program site at Liberty Middle School and Legend Elementary School.

**DELAYS / PROBLEMS ENCOUNTERED / CORRECTIVE ACTION**

None.



**601.13 SECURITY INITIATIVE**

**WORK ELEMENT NO.:** 601.13 – Security Initiative

**BUDGET AMOUNT:** \$801

**ON SCHEDULE:** Yes

**US DOT CPG – FEDERAL / STATE / LOCAL**

**\$1,335 / \$167 / \$167**

	<b>SFY 2014</b>
AMOUNT EXPENDED TO DATE	\$1,669
PERCENT EXPENDED TO DATE	208%
PERCENT WORK COMPLETED TO DATE	100%

**END PRODUCTS:**

**1. No Specific End Products for this work element**

No work necessary in SFY2015.

**DELAYS / PROBLEMS ENCOUNTERED / CORRECTIVE ACTION**

None.

**602.10 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

**WORK ELEMENT NO.: 602.10 - TIP**

**BUDGET AMOUNT: \$63,523**

**ON SCHEDULE: Yes**

**US DOT CPG – FEDERAL / STATE / LOCAL**

**\$39,945 / \$4,993 / \$4,993**

	<b>SFY 2014</b>
AMOUNT EXPENDED TO DATE	\$49,931
PERCENT EXPENDED TO DATE	79%
PERCENT WORK COMPLETED TO DATE	100%

**END PRODUCTS:**

**1. Publish annual listing of projects for which LCATS Federal funds have been obligated in the preceding year (September 2014)**

The LCATS SFY 2014 Federal Funding Report was prepared in September of 2014 and the report was emailed of our public contacts meeting and available on the LCATS website at [www.lcats.org](http://www.lcats.org) by September 15, 2014.

**2. Quarterly STIP/TIP Amendments (July 1, October 1, 2014; January 1, April 1, 2015)**

LCATS staff as requested provided 9 Administrative Modifications and as requested placed two TIP Amendments before the board.

**3. Draft FY 2016-2019 TIP (March 2015)**

LCATS Policy Board adopted Resolution T-2015-11 -Making the SFY2016-19 Transportation Improvement Program Available for Public Comment, March 10, 2015.

**4. Final FY 2016-2019 TIP (May 2015)**

LCATS Policy Board adopted Resolution T-2015-16 Adoption of the TIP and Consistency with the TPlan Conformity SIP, May 12, 2015.

**5. FY 2014-17 & 2016-19 Transportation Improvement Program (TIP) Monitoring (On Going)**

LCATS staff maintained the fiscal constraint of the TIP and had frequent meeting & discussions with project sponsors and ODOT District 5 staff.

**DELAYS / PROBLEMS ENCOUNTERED / CORRECTIVE ACTION**

None.

**605.10 CONTINUING PLANNING - SURVEILLANCE**

**WORK ELEMENT NO.:** 605.10 - Surveillance

**BUDGET AMOUNT:** \$60,865

**ON SCHEDULE:** Yes

**US DOT CPG – FEDERAL / STATE / LOCAL**

**\$54,776 / \$6,847 / \$6,847**

	<b>SFY 2014</b>
AMOUNT EXPENDED TO DATE	\$68,470
PERCENT EXPENDED TO DATE	112%
PERCENT WORK COMPLETED TO DATE	100%

**END PRODUCTS:**

**1. Completion of annual traffic monitoring program (September 2015)**

LCATS staff completed approximately 107 counts through the end of September 2015.

**2. Sidewalk Inventory (September 2014)**

Sidewalk inventory was taken and completed for the Village of Buckeye Lake.

**3. Model Zone Split Coordination (as needed)**

Throughout SFY2015 LCATS staff participated in several webinars with the ODOT 3C model development and supplied any requested model based information to MORPC.

**DELAYS / PROBLEMS ENCOUNTERED / CORRECTIVE ACTION – None**

## **610.10 TRANSPORTATION PLAN**

**WORK ELEMENT NO.: 610.10 – Transportation Plan**

**BUDGET AMOUNT: \$65,270**

**ON SCHEDULE: No**

**US DOT CPG – FEDERAL / STATE / LOCAL**

**\$90,374 / \$11,297 / \$11,297**

	<b>SFY 2014</b>
AMOUNT EXPENDED TO DATE	\$64,268
PERCENT EXPENDED TO DATE	123%
PERCENT WORK COMPLETED TO DATE	75%

### **END PRODUCTS:**

#### **1. Thoroughfare Plan (January 2015)**

The Thoroughfare Plan has been started including sections from the safety plan and future development along SR161 plan and will be included in the next adoption of the TPlan may 2016.

#### **2. Transportation Visioning Workshop or Local Leaders Forum (April 2015)**

In cooperation with the Licking County Engineers Office, the Township Trustees and their Roadway Superintendents met at the County Administration Building and we discussed roadway safety, roadway maintenance and Maintenance of Traffic.

#### **3. SR161 Corridor Development Plan (May 2015)**

Phase one has been completed as contracted and Resolution T-2016-01 SR161 Western Corridor Development Plan, Start of Phase 2 was passed by the Policy Board July 14, 2015.

#### **4. Update Performance Measures to meet MAP21 Standards**

In June and July of 2013 staff attempted to score the progress of the Performance Measures adopted May of 2012 within the TPlan Resolution T-2012-23. Unfortunately a significant amount of the performance measures are not measurable as intended. Discussion of this issue has been done with the board and will lead to a significant updating of LCATS performance measures within the next TPlan to be adopted May 2016.

#### **5. Update Goals, Objectives and Demographics, outreach plan for Transportation Plan Update (May of 2015)**

The goals and Objectives have been updated to comply with Map21 within the TIP and will transfer to the TPlan. The demographics are in the process of being updated for the Travel Demand Forecast Model and the Air Quality conformity run for TPlan adoption.

**6. Participate in State of Ohio Access Ohio plan development process & Implementation**

LCATS participation is as a stake holder and as requested by ODOT a computer was made available and the Access Ohio Plan was available within the office for public review and comment.

**DELAYS / PROBLEMS ENCOUNTERED / CORRECTIVE ACTION**

Completion of the TPlan end products will be in May of 2016 with the adoption of the new TPlan.

**WORK ELEMENT NO.: 674.10 - Transit Planning**

**BUDGET AMOUNT: \$16,682**

**ON SCHEDULE: No**

**US DOT CPG – FEDERAL / STATE / LOCAL**

**\$4,578 / \$572 / \$572**

	<b>SFY 2014</b>
AMOUNT EXPENDED TO DATE	\$5,722
PERCENT EXPENDED TO DATE	65%
PERCENT WORK COMPLETED TO DATE	100%

**END PRODUCTS:**

**1. STP Vehicle Inspection**

None Requested in SFY 2015

**2. Transit Development Plan for LCTB (January 2015)**

After two extensions over two years the scope of the agreement was never met due to a lack of data. Resolution T-2015-07 - Cancellation Due to Convenience of the Contract for the Transit Development Plan was passed by the LCATS Policy Board. The consultant was notified and final billing and closing of contract was accomplished.

**DELAYS / PROBLEMS ENCOUNTERED / CORRECTIVE ACTION**

## 675.20 TRANSIT PLANNING – LICKING COUNTY TRANSIT BOARD

### OBJECTIVE:

Research the transportation needs of the public and associated costs in providing more efficient public transportation to Licking County citizens. Provide safe, reliable and efficient public transportation services. Consolidate and coordinate services with other providers and human service agencies whenever possible. (July 1, 2014 – June 30, 2015)

### **END PRODUCTS:**

#### **1. Triennial Review (September 2014)**

As a designated recipient of Federal Transit Administration (FTA) funds, the Licking County Transit Board (LCTB) is subject to a review and evaluation of grant activities at least every three years. The Triennial Review includes a review of the grantee's compliance in 17 areas. This process required staff time in preparing documents and sending information such as LCTB policies and practices in order to satisfy the pre-review assessment, then a review scoping meeting with the Region 5 Office and finally an on-site visit to the LCTB location. The LCTB Triennial Review on site visit was concluded on September 10, 2014. Deficiencies were found in 7 areas. LCTB staff took corrective action and the LCTB received its final Close-Out Letter on February 19, 2015.

#### **2. / 3. Transit Development Plan Update and Coordinated Public Transit Human Services Transportation Plan (January 2015)**

The LCTB was unable to meet the contract deadline established due to more pressing project deadlines; therefore the original Transit Development Plan (TDP) was not able to be completed. The LCTB fully intends on pursuing The TDP when such time allows. The TDP will also include an update to the Coordinated Public Transit Human Services Transportation Plan. An email explaining these efforts was provided to the Ohio Department of Transportation (ODOT) Office of Transit Staff April 2, 2015.

#### **4. Monitor services for needed changes/improvements (ongoing)**

The LCTB staff worked with members of National Express Transit Corporation and the LCTB Coordinated Services Sub-Committee (made up of human service agencies within Licking County) and the Licking County citizens to continue to improve transportation services provided to the citizens and visitors of Licking County. The Board discussed the potential need for weekday and weekend service hour reductions based upon minimal ridership during specific times of the weekday and weekends despite marketing efforts. As a result of these discussions and public hearings conducted, the LCTB eliminated Sunday services and reduced weekday hours from 10pm to 8pm starting September 1, 2014. In response to individuals wishing to be transported beyond the LCTB service areas, starting June 2015 the LCTB began partnering with the inter-city transportation service Go Bus. The LCTB provides a stop and shelter at the Licking County Transit Center, assists in marketing the service to the community and LCTB may potentially become a ticketing location for the Go Bus service.

**5. Coordinate transportation services whenever possible (ongoing)**

Worked with National Express Transit Corporation, LCTB Coordinated Services Sub-Committee, Go Bus, etc. to coordinate transportation services among consumers and providers, identified and discussed many newly developed areas of duplicated efforts, researched ways to minimize consumer confusion with multiple providers, shared marketing avenues (Seniors 2015, Go Bus, TEN meetings), provided presentations, volunteered and discussed potential joint future funding projects for low income work trips. In addition, the LCTB and the Licking County Board of Developmental Disabilities (LCBDD) are in the early stages of developing a Mobility Manager Grant application.

**6. Monitor Vehicle Replacement Schedule for needed changes (ongoing)**

Completed changes to the Vehicle Replacement Schedule (VRS) as needed to account for current maintenance issues, replacement of 7 vehicles, future expansion opportunities and reviewed the LCTB present and future vehicle procurement schedule.

**7. Vehicle Lease Agreement with Licking County Aging Program (June 2014)**

A Draft Vehicle Lease Agreement was developed between the LCTB and the Licking County Aging Program (LCAP). As of September 2015, revisions to the Draft are in the review process.

**8. Certification of Data Report (February 2015)**

This report was completed and submitted into the Ohio Department of Transportation (ODOT) BlackCat reporting system February 2015.

**9. PTMS Report (February 2015)**

This report was completed and submitted into the Ohio Department of Transportation (ODOT) BlackCat reporting system February 2015.

**10. Drug and Alcohol Management Information System Report (March 2015)**

This report was completed and submitted into MIS reporting system March 2015.

**11. National Transit Database (NTD) Report (April 2015)**

This report was completed and submitted to NTD April 2015. The official Closeout Letter without issues was received July 21, 2015.

**DELAYS / PROBLEMS ENCOUNTERED / CORRECTIVE ACTION**

The original Transit Development Plan (TDP) was a Plan for both the City of Newark and the LCTB. When the City of Newark ceased operations, the TDP contract completion date was revised and extended so that LCTB administrative staff could assist the City of Newark/Heath in the closing process of their transit system. The revised contract timeline for the TDP did not allow for the actual time needed by the new LCTB system. Therefore the TDP contract was terminated. The LCTB does fully intend to re-visit the TDP project as soon as time permits.



Final report for section 675.2 submitted by Cathleen Sheets, LCTB General Manager, October 6, 2015.