



**ANNUAL WORK PROGRAM  
FOR  
TRANSPORTATION PLANNING ACTIVITIES  
FISCAL YEAR 2019**

The Unified Work Program for the  
Urban Transportation Planning Process

TOLEDO METROPOLITAN AREA COUNCIL OF GOVERNMENTS

**Draft March 2018**

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# ANNUAL WORK PROGRAM FOR TRANSPORTATION PLANNING ACTIVITIES FISCAL YEAR 2019

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## **Introduction**

The Annual Work Program (AWP) of the Toledo Metropolitan Area Council of Governments (TMACOG) is a management tool that outlines the goals of the organization, the products to be produced this current fiscal year, and the budget for each department in the organization.

TMACOG outlines all work that will be undertaken by all departments in Fiscal Year (FY) 2019 in the *TMACOG Consolidated Annual Work Program*. The FY 2019 AWP covers the period July 1, 2018 through June 30, 2019. This document, the *Annual Work Program for Transportation Planning Activities Fiscal Year 2019* includes only transportation-related planning activities. It is part of the official agreement between TMACOG and the Ohio Department of Transportation (ODOT) as to work to be completed in FY 2019.

The draft AWP will be available for public review at TMACOG's offices and on the TMACOG website. Public may comment on the draft AWP in writing, via e-mail, via website, at a meeting of the TMACOG Transportation Council, and/or at a meeting of the TMACOG Board of Trustees or Executive Committee. Comments regarding the content of the draft AWP should be sent to the attention of the TMACOG Vice President of Finance.

### **FY 2019 AWP Structure**

The *Consolidated Annual Work Program for Fiscal Year 2019* is the principal document used by TMACOG for policy and management decisions. It is distributed to the Board of Trustees, Executive Committee, members, committees, councils, staff, partners, and stakeholders. It lists goals and objectives for all TMACOG councils and committees and provides an overview of all work undertaken by the agency.

The *Annual Work Program for Transportation Planning Activities Fiscal Year 2019* is for use by ODOT, TMACOG administrative and transportation staff, the Transportation Council, and officers. It includes descriptions of all objectives using transportation funding and all major transportation-related planning activities in the region. This document includes the cost allocation plan, transportation budget tables, and Title VI Assurances.

The **TMACOG Vision Statement** is:

Toledo Metropolitan Area Council of Governments will be the governmental partner of choice to coordinate regional assets, opportunities, and challenges.

The **TMACOG Mission Statement** is:

To improve quality of life in the region, TMACOG will:

- Promote a positive identity for the region
- Enhance awareness of the region's assets and opportunities
- Be an impartial broker of regional disputes and challenges
- Provide stakeholders a voice in regional decision-making
- Support opportunities for regional stakeholder networking

The purpose for each program council and administrative committee is the specific focus that each committee must maintain to carry out the mission of TMACOG.

The **Transportation Department Mission Statement** is:

To achieve a sustainable and seamless intermodal transportation system, we will be both the recognized regional convener of all transportation stakeholders within the region and one of the stakeholders that has a role in providing transportation services.

Goals and objectives are the major long-term achievements to be completed by each council or committee to meet its purpose. They are reviewed annually. Each year some may be changed, dropped, or added. Goals and objectives related to transportation activities at TMACOG are listed by element number throughout the remainder of this document.

Products are more detailed tasks or deliverables for each fiscal year that are necessary for TMACOG to reach its long-term goals. They are adopted by each program council and administrative committee. They are either specific – individual studies, reports, or activities that are dated and measurable – or ongoing – recurring, less tangible activities required to accomplish the specific products and long term goals.

## Transportation Goals

- To support implementation of the area’s major projects. (ODOT Category 601 – Short Range Transportation Planning – Element Number 60120 – Highway Project Planning)
- To improve transportation safety through use of state or federal programs intended to correct problematic infrastructure conditions. (ODOT Category 601 – Short Range Transportation Planning – Element Number 60123 – Safety Studies)
- To increase and improve passenger rail transportation serving the region (ODOT Category 601 – Short Range Transportation Planning – Element Number 60130 – Regional Passenger Rail Planning)
- To improve freight transportation efficiency and support efforts to increase the volume of freight moving within and through the region. (ODOT Category 601 – Short Range Transportation Planning – Element Number 60140 – Freight Planning)
- To provide for increased availability and promote usage of pedestrian and bicycle transportation within the region. (ODOT Category 601 – Short Range Transportation Planning – Element Number 60150 – Pedestrian and Bikeways Planning)
- To improve the provision of public transportation facilities and services throughout the region. (ODOT Category 601 – Short Range Transportation Planning – Element Number 60160 – Regional Public Transportation Planning)
- To respond to specific requests for information and assistance, and to be an information resource for TMACOG members and for the community. (ODOT Category 601 – Short Range Transportation Planning – Element Number 60190 – Transportation Service)
- To maintain the Transportation Improvement Program (TIP) and manage the TMACOG transportation project funding programs to maximize use of funds available to the area. (ODOT Category 602 – Transportation Improvement Program – Element Number 60210 – Transportation Improvement Program Development)
- To monitor, work with local jurisdictions, and best utilize the available resources of the Transportation Improvement Program to further the development of transportation infrastructure within the region. (ODOT Category 602 – Transportation Improvement Program – Element Number 60220 – Transportation Improvement Program Management [STP-Funded])
- To provide data and other inputs for the ongoing transportation planning process. (ODOT Category 605 – Continuing Planning – Surveillance – Element Number 60510 – Data Collection and Management)
- To maintain, promote, and monitor implementation of the regional transportation plan. (ODOT Category 610 – Long Range Planning – Element Number 61100 – Long Range Planning)
- To develop forecasting tools and perform modeling for system analysis. (ODOT Category 615 – Continuing Planning – Procedural Development – Element Number 61520 – Modeling and Forecasting)

- Toledo Area Regional Transit Authority (TARTA) and Toledo Area Regional Paratransit Service (TARPS) transit planning activities. (ODOT Category 674 – Transit Planning – Element Number 67495 – TARTA Short Range Planning)
- To efficiently administer the Transportation Department planning processes and effectively coordinate efforts of transportation stakeholders in the region. (ODOT Category 697 – Transportation Program Reporting – Element Number 69710 – Transportation Policy Committee Reporting and Administration; Element Number 69720 – Transportation Summit)

ENVIRONMENT



**Element Number**    55200    Transportation Air Quality Outreach Program (CMAQ – Funded)\*

**Goal:** Oversee air emission budgets, maintain programs to achieve compliance with federal ozone and fine particulate standards, and conduct a program to increase awareness of the impact of individual actions on ground level ozone formation.

**Objectives:**

- Provide the work necessary to support the Clean Air Act Amendments of 1990 and the Air Quality Maintenance Program.
- Provide staff support for meetings of the Air Quality.
- Monitor potential emission reduction funding sources for local stakeholders and disseminate the information.
- Conduct the Ozone Action Season and Gas Cap Testing and Replacement programs.
- Maintain media awareness of Ozone Action Season and the media’s role in improving air quality and develop media sponsors.
- Increase awareness of air quality issues as related to ground level ozone formation and its effects by placing radio and television advertisements and distributing printed materials.

**Methodology:**

The Air Quality Committee works to maintain compliance with federal ambient air quality standards and monitors/addresses implications of any changes in the Clean Air Act and its enforcement. The Transportation Council supports this effort due to the relationship that mobile emission sources have with regional air quality and the requirement that the long-range transportation plan and Transportation Improvement Program (TIP) meet air quality conformity regulations.

The Air Quality Committee will produce an annual Air Quality Summary to inform the region on monitoring results from the past year, regional attainment status, legislative updates on federal standards, and actions being taken to reduce pollutant levels.

The Toledo Metropolitan Area Council of Governments (TMACOG) coordinates the Ozone Action Season and the Gas Cap Testing and Replacement programs to raise awareness and alert the public to ozone levels and provide them with tools to help reduce emissions. The Gas Cap Testing and Replacement program is a community education and remediation program to replace faulty gas caps and also promote awareness of air quality issues and the impact of voluntary activities. This element is funded through a separate Congestion Mitigation Air Quality (CMAQ) project funding agreement (PID# 98942) and is not part of consolidated planning grant funds.

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\*This document covers only those portions of the environmental program that are transportation-related items funded with consolidated planning grant or other special transportation funds. To review the full environmental program, see the *Consolidated Annual Work Program*. CMAQ funding is provided through TMACOG-managed funds allocated through the Transportation Improvement Program (TIP) (PID# 98940).

**Products:**

- |   |                |
|---|----------------|
| 1. Complete testing program and sponsor up to 35 gas cap replacement events (based on intern availability) to identify failing or missing gas caps on light-duty vehicles in Lucas and Wood counties.     | August 2018    |
| 2. Compile an end-of-year gas cap program report for public distribution.   | October 2018   |
| 3. Complete 2018 Ozone Action Season public awareness campaign to educate citizens of the negative health effects, environmental, and economic impacts of ozone. Begin preparation for the 2019 campaign. | September 2018 |
| a. Distribute Ozone Action Season fact sheets at community events.  |                |
| b. Update the TMACOG website to include current air quality information.  |                |
| c. Update the Ozone Action website to include the daily air quality forecasts.  |                |
| d. Purchase advertisements/media spots promoting program objectives.  |                |
| 4. Produce an annual Air Quality Summary.   | January 2019   |
| 5. Provide technical assistance to local governments, school districts, and fleet operators with emission reduction grants.   | June 2019      |
| 6. Work with the Green Fleets Program to educate local governments, school districts, and fleet operators to reduce emissions.  | June 2019      |
| 7. Educate the local jurisdictions on the current Air Quality Standards for ground-level ozone  | June 2019      |
| 8. Perform work as necessary related to Ohio's Volkswagen settlement planning effort  | Ongoing        |

# TRANSPORTATION



**ODOT Category 601 – Short Range Transportation Planning**

**Element Number    60120    Highway Project Planning**

**Goal:** To support implementation of the area’s major projects.

**Objective:**

- To ensure that projects are consistent with regional priorities in the transportation system.

**Methodology:**

TMACOG will continue to assist and support as appropriate the implementation of major highway projects in our region. Active major projects currently in the project development phase include:

- a. Reconstruction of I-75 in Monroe County, Michigan.
- b. Reconstruction/Rehabilitation of the Anthony Wayne Trail in Toledo.
- c. Phase 2 of the I-75/I-475 systems interchange in downtown Toledo.
- d. Reconstruction of the DiSalle Bridge and I-75 roadway through downtown Toledo.
- e. Widening of I-475, Dorr St. and US 20A interchanges in western Lucas County.
- f. Chessie Circle Trail pedestrian/bike improvements.
- g. Other TIP funded projects scheduled for FY 2018-2021 and beyond.

Tasks can include creating and taking a lead role in project teams if requested by a project sponsor, or simply participating in project teams or studies. This element includes work to assist in developing a consensus on implementing the “On the Move: 2015-2045 Transportation Plan” (2045 Plan) highway projects that are charged to this element.

**Products:**

1. Support and participate in other agencies’ efforts to implement major elements of the “On the Move: 2015-2045 Transportation Plan” (Element 61100). Ongoing
2. Provide support for the above projects and ODOT Tier 2 and 3 improvements in our region identified by the Transportation Review Advisory Council (TRAC). Ongoing

## ODOT Category 601 – Short Range Transportation Planning

### Element Number 60123 Safety Studies

**Goal:** To improve transportation safety through use of state or federal programs intended to correct problematic infrastructure conditions.

#### Objectives:

- Utilize available information resources to provide local jurisdictions with the focus and data to address locations experiencing high accident exposure.
- Assist local jurisdictions as necessary with the process of working through ODOT to implement changes to address high accident locations.

#### Methodology:

ODOT has undertaken a strategic initiative to reduce traffic crashes at the high crash locations through a series of low-, medium-, and high-cost improvements. TMACOG utilizes information available through ODOT and the Ohio Department of Public Safety to identify roadway safety issues and prioritize needed improvements. Using the Ohio Department of Public Safety traffic accident information data and analytical tools developed by ODOT, TMACOG encourages local jurisdictions to utilize the data to prepare location safety studies and apply for safety study funding.

#### Products:

1. Use the most up-to-date data breakdown and post safety crash data by jurisdictions on the TMACOG website. January 2019
2. Update benchmarks using the most up-to-date crash data as well as historical data to show trends. January 2019
3. Work with the System Performance and Monitoring Committee to continue to identify high crash locations and suggest low- to high-cost improvements, to review crash data before and after safety-related construction projects, and to develop HSM reports for all reviewed locations. Ongoing
4. Provide informational resources to local jurisdictions to assist their efforts to obtain safety funding through ODOT. Ongoing
5. Provide input to the update of the 2045 Plan. June 2019
6. Provide crash diagrams and supplemental information to members at their request. Ongoing

## **ODOT Category 601 – Short Range Transportation Planning**

### **Element Number    60130    Regional Passenger Rail Planning**

**Goal:** To increase and improve passenger rail transportation serving the region.

#### **Objectives:**

- Increase personal mobility through a robust network of interconnected transportation modes.
- Ensure regional initiatives are coordinated with state, multi-state, and national rail initiatives.

#### **Methodology:**

As part of the regional planning process, TMACOG staff and committees consider all transportation modes, including passenger rail. TMACOG partners with the Toledo-Lucas County Port Authority, All Aboard Ohio, the Northwest Ohio Passenger Rail Association, Midwest High Speed Rail Association, Southeast Michigan Council of Governments (SEMCOG), and other agencies to institute faster and more reliable rail service and to work toward additional service where needed. TMACOG continues to look for “fix it first” strategies to improve rail service in the short term, while continuing to encourage implementation of significant intercity passenger rail service upgrades envisioned in the Ohio Hub, Midwest Regional Rail plans, and other plans as they develop.

Staff will work with and support the Passenger Rail Committee. TMACOG will facilitate coordination among and support the efforts of stakeholders, including transit and rail organizations, economic development and business interests, and Amtrak station area stakeholders. Three current initiatives focus on improvements to the Cleveland-Toledo-Detroit corridor, the Chicago-Toledo-New York corridor, and developing a plan for the Toledo Amtrak station area. Information on passenger rail issues will be provided through public events and through the TMACOG website. Rail-related data and information will be updated, and TMACOG will support implementation of priorities established in the 2045 Plan.

#### **Products:**

1. Hold at least one public informational event on passenger rail issues. Fall 2018
2. Work with stakeholders to improve passenger service to the region, including implementation of the 2045 Plan projects. June 2019
3. Hold a minimum of three meetings of the Passenger Rail Committee. June 2019
4. Update passenger rail-related data, information, and regulatory proceedings; publish on the TMACOG website. Ongoing
5. Participate in and support efforts of local passenger rail advocacy groups, including the Northwest Ohio Passenger Rail Association and All Aboard Ohio. Ongoing

6. Develop maps and accompanying information to support and inform stakeholders and the public of passenger rail proposals.

Ongoing

## **ODOT Category 601 – Short Range Transportation Planning**

### **Element Number    60140    Freight Planning**

**Goal:** To improve the efficiency and reliability of the freight network and strengthen access to national and global trade markets to support economic productivity and competitiveness.

#### **Objectives:**

- Include the efficient movement of freight by all modes in the planning process.
- Strengthen the region’s position as a multimodal freight hub.
- Identify where freight transportation investments are needed.
- Establish baseline freight network performance measures based on established targets.
- Provide freight stakeholders a venue for discussion, coordination, and problem-solving.
- Raise public awareness of freight transportation concerns and opportunities.
- Consider potential impacts to safety, the environment, the community, and business from freight-related projects, initiatives, and policies.

#### **Methodology:**

Support projects, initiatives, and policies intended to improve freight movement efficiency and reliability. Work to promote and implement freight-related projects from the “*On the Move: 2015-2045 Transportation Plan*” (2045 Plan) and support the development of the 2045 Plan Update 2020. Support the development of freight-generating facilities including intermodal terminals, distribution centers, and industrial sites by encouraging investment in infrastructure, improving access, and improving connectivity. Plan for the potential impact these sites could have on regional transportation and on the community. Follow freight planning guidance provided by the FAST Act, the Transport Ohio Freight Plan, and the Michigan Freight Plan.

Determine where freight investments are needed by identifying key freight facilities and corridors, evaluating the adequacy of infrastructure, recognizing any changes in freight flow patterns, and assessing the performance of the freight network. Establish baseline freight network performance measures based on targets established for the long-range transportation plan. Integrate these measures into the planning process and periodically report on progress. Update the targets and measures as needed to follow FAST Act requirements and ODOT recommendations.

Seek input from the TMACOG Freight Advisory Committee for local and regional freight planning efforts and use the committee meetings as a venue for sharing information, identifying problems, and developing solutions. To ensure the efficient and reliable flow of domestic and international freight between Ohio and Michigan, we will coordinate our planning efforts with the Southeast Michigan Council of Governments (SEMCOG) and the Detroit Regional Chamber of Commerce.

TMACOG will assist the Ohio Association of Regional Councils (OARC) and the Ohio Department of Transportation (ODOT) in the planning and presentation of the annual Ohio

Conference on Freight, a significant forum for education, discussion, and innovation. The 2018 conference will be held in Cincinnati, Ohio.

**Products:**

- |  |                |
|--|----------------|
| 1. Assist as needed with the planning and presentation of the annual Ohio Conference on Freight in coordination with OARC and ODOT.  | September 2018 |
| 2. Begin the process of identifying possible freight-related projects for the 2045 Plan Update 2020 by analyzing freight-flow data, traffic bottlenecks, modal conflicts, and infrastructure deficiencies.           | June 2019      |
| 3. Begin reviewing 2045 Plan freight initiatives and policies to decide what needs to be revised or added for the plan update.   | June 2019      |
| 4. Maintain and update as needed the inventory and map of the TMACOG Area Freight Network, a collection of highways, railways, seaports, and airports that are crucial to regional freight movement.                 | Ongoing        |
| 5. Establish freight network baseline performance measures based on targets identified for the 2045 Plan. Update the targets and measures as needed to follow FAST Act requirements, MDOT, and ODOT recommendations. | Ongoing        |
| 6. Provide data, maps, reports, and online resources that can help inform regional decision makers, freight stakeholders, and the public of freight transportation needs and concerns.                               | Ongoing        |
| 7. Monitor legislation that impacts the freight community and promote awareness of national, state, and local freight transportation concerns.   | Ongoing        |
| 8. Provide staff and support for a minimum of four meetings of the TMACOG Freight Advisory Committee and encourage participation of freight stakeholders from all transportation modes.                              | Ongoing        |

## **ODOT Category 601 – Short Range Transportation Planning**

### **Element Number    60150    Pedestrian and Bikeways Planning**

**Goal:** To provide for increased availability and promote safe usage of pedestrian and bicycle transportation within the region.

#### **Objectives:**

- Improve the multimodal transportation system, positively impacting air quality and improving personal mobility, through continued development of pedestrian and bicycle facilities and opportunities within the region.
- Improve information sharing of the benefits of incorporation of non-motorized access and parking in new development and major street projects; on projects' relationship to the bikeway network; and on existing bikeway facilities; on educational information on transportation alternatives; and online information resources for pedestrian and bicycle issues through mapping and interactive descriptions and visuals.
- Support implementation of the projects and policies within the TMACOG 2045 Long Range Transportation Plan and the Southeast Michigan Council of Governments (SEMCOG) Regional Non-Motorized Plan.
- Support regional efforts to promote the availability, safety, and increased utilization of bicycling for transportation.

#### **Methodology:**

Through the Pedestrian and Bikeways Committee, TMACOG helps to coordinate the efforts of area jurisdictions and active transportation interests locally in the examination of personal transportation alternatives including pedestrian and bicycling provisions in the planning and design of transportation system improvements. TMACOG continues to sponsor activities such as Bike Month and other public relations activities to raise awareness of active transportation options. TMACOG also provides information for jurisdictions and the public to improve awareness and increase usage of existing facilities and resources.

Coordinate efforts with SEMCOG to improve multimodal regional mobility involving both Ohio and Michigan. Improve access to key destinations via pedestrian and bicycle modes and enhance connections between these non-motorized modes and other modes, especially transit.

Additionally, TMACOG works with pedestrian and bicycle advocates across the state to incorporate and promote transportation alternatives within the context of ODOT's programs, policies, and business plan.

#### **Products:**

1. Encourage transportation alternatives and promote increased usage through the activities of the annual Bike Month.

May 2019

- |   |           |
|---|-----------|
| 2. Continue the availability and distribution of TMACOG bicycle network maps and dissemination of printed and electronic materials.   | Ongoing   |
| 3. Monitor and make members aware of all funding opportunities for pedestrian and bikeway improvements.   | Ongoing   |
| 4. Continue to progress a bicycle traffic counting program and review data.   | Ongoing   |
| 5. Update the non-motorized projects for the 2045 Plan Update 2020.   | June 2019 |
| 6. Keep current on the TMACOG website reference material and links to: principles for accommodating bicycle and pedestrian transportation, bikeway definitions, and the regional bicycle/pedestrian plan. | Ongoing   |
| 7. Support regional bikeway development efforts including conducting scheduled meetings of the Chessie Circle Trail Coordinating Committee.   | June 2019 |
| 8. Provide staff and support for the Pedestrian and Bikeways Committee and hold a minimum of four meetings.   | Ongoing   |

## **ODOT Category 601 – Short Range Transportation Planning**

### **Element Number    60160    Regional Public Transportation Planning**

**Goal:** To improve the provision of public transportation facilities and services throughout the region.

#### **Objectives:**

- Increase personal mobility and access to jobs and essential services throughout the region through a robust network of interconnected transportation modes.
- Support the economic vitality of the urban core and the region.

#### **Methodology:**

As part of our comprehensive regional planning process, the TMACOG staff and committees consider public transit (such as public bus, van, and streetcar service). TMACOG works with transit agencies, human services agencies, transit consumers, and other stakeholders on key issues, initiatives, and projects. This includes a supportive role in implementing priority projects and strategies identified in the region’s two human services-public transit coordination plans and in the regional transportation plan. During FY 2019, the new 2045 Plan – Update 2020 will begin development, introducing new transit projects as regional priorities.

TMACOG supports efforts to promote and improve public and human services transit by developing and distributing data and information via the TMACOG website, public events, and publications. Partnering with staff on transit work is the standing Public Transit Committee. A few years ago, TARTA was approved as the designated recipient of the urbanized area’s §. 5310 federal funds, and TMACOG signed an agreement taking on the role of ranking and selecting projects for this funding.

Issues of ongoing concern include the adequacy of service for the growing numbers of elderly and disabled citizens, and geographic limitations of the existing public transit services. Thus, there is need both to implement recommendations of the Human Services-Public Transit Coordination Plan and to expand the footprint of public transit services.

#### **Products:**

- |   |         |
|---|---------|
| 1. Provide public data and information, such as ridership numbers, a minimum of two times during the year, on public transportation and its benefits, via the web, public meeting(s), and/or other means.   | Ongoing |
| 2. Maintain a committee to review and rank projects for the §. 5310 federal funding program to improve transportation for elderly and disabled citizens.  | Ongoing |
| 3. Work with TARTA to produce a revised application, scoring criteria, initiate a solicitation round, and develop an informational workshop for the urban §. 5310 federal funding program to improve transportation for the elderly and disabled. | Ongoing |

- |   |              |
|---|--------------|
| 4. Support ongoing efforts of mobility management and other priority projects and initiatives listed in the coordinated human services-public transit plans and the regional transportation plan. | Ongoing      |
| 5. Assess multi-modal transportation service, identify gaps in connectivity, and work with stakeholders to address identified gaps.   | June 2019    |
| 6. Hold a minimum of four Public Transit Committee meetings.  | Ongoing      |
| 7. Coordinate with TARTA on the development of the Transit Asset Management Plan.   | October 2018 |

## ODOT Category 601 – Short Range Transportation Planning

### Element Number 60190 Transportation Service

**Goal:** To respond to specific requests for information and assistance, and to be a valuable resource for TMACOG members and for the community.

#### Objectives:

- Provide members with assistance as needed with project planning.
- Provide or locate essential information or data for members as requested.
- Provide resources for meetings, events, discussion, networking, or education.
- Address the need for quick and efficient access to transportation information.
- Increase awareness of TMACOG resources available to our members and to the community.

#### Methodology:

Respond to the needs of TMACOG members by providing assistance with transportation planning, project funding, or developing partnerships. Provide data, statistics, maps, reports or other information as requested. Provide aid in locating specific data or provide links to data resources. Provide contact information for individuals or organizations as requested by members. Assist members with the planning and coordination of meetings or events and as needed, or provide a venue for coordination, discussion, or education.

Continue to build the TMACOG website into a comprehensive source for transportation information. Work with our communications staff to increase awareness of resources available from TMACOG, including online resources. Promote the many benefits and the value of a TMACOG membership.

#### Products:

- |  |            |
|--|------------|
| 1. Assist members with transportation project planning.  | Ongoing    |
| 2. Provide transportation, demographic, safety, or freight data, GIS files, traffic counts, bicycle counts, or other information as requested.     | Ongoing    |
| 3. Create new maps or graphics or provide copies of existing maps as requested by members.   | Ongoing    |
| 4. Assist members with meetings or events as needed, or provide a venue for meetings, events, or education.  | Ongoing    |
| 5. Continue to develop TMACOG's online transportation resources, including the use of interactive maps.  | Ongoing    |
| 6. Provide traffic projection results to members as needed.  | Ongoing    |
| 7. Provide crash diagrams and supplemental information to members as needed.   | Ongoing    |
| 8. Create and maintain the online regional highway projects map along with detailed project information. Update the map and information as needed. | April 2019 |

## **ODOT Category 602 – Transportation Improvement Program**

### **Element Number    60210    Transportation Improvement Program Development**

**Goal:** To maintain the Transportation Improvement Program (TIP) and manage the TMACOG transportation project funding programs to maximize use of funds available to the area.

#### **Objectives:**

- Develop the local TIP in coordination with all procedures and initiatives of the FAST Act. In line with that process, solicit, review and rank applications for inclusion in the new TIP for projects that can utilize the available federal funding categories of the Federal Highway Administration funding program.
- Maintain the TIP for the planning area including incorporating and tracking local projects in the TIP.
- Incorporate the intent of the 2045 Plan, the Congestion Mitigation Process, the Intelligent Transportation System, the Complete Streets Policy and other relevant guidelines within the selection process of evaluation of new projects to be selected for funding.
- Support the inclusion of relevant goals and initiatives in the 2045 Plan.

#### **Methodology:**

Traditionally the TIP is prepared biennially in conjunction with the State Transportation Improvement Program (STIP) for the state of Ohio. After adoption, the TIP is maintained on an ongoing basis to keep it current and relevant to projects in the planning region. The current FY 2018–2021 TIP was prepared and approved in FY 2017 and ongoing implementation and maintenance of that TIP continues to keep it current through amendments. As part of the FY 2019 Work Program, a new TIP will be developed to cover fiscal years 2020-2023.

#### **Products:**

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|--|----------------|
| 1. The TIP Committee will continue to pursue the timely utilization of federal and state funding to maximize the use of available resources. | Ongoing        |
| 2. Publish the annual listing of highway, transit, pedestrian, and bikeway projects using federal funding in TMACOG’s area.                  | September 2018 |
| 3. Monitor and maintain the FY 2018–2021 TIP.  | Ongoing        |
| 4. Prepare the FY 2020-2023 TIP for adoption by the TIP Committee, the Transportation Council and the Board of Trustees.                     | Ongoing        |
| 5. Support and participate in the Ohio Statewide Urban CMAQ Committee (OSUCC)  | Ongoing        |
| 6. Provide staff and support for TIP Committee meetings to manage the program.   | Ongoing        |
| 7. Document compliance with Title VI and Environmental Justice requirements.   | Ongoing        |

## ODOT Category 602 – Transportation Improvement Program

### Element Number 60220 Transportation Improvement Program Management (STP-Funded\*)

**Goal:** To monitor, work with local jurisdictions, and best utilize the available resources of the Transportation Improvement Program (TIP) to further the development of transportation infrastructure within the region.

#### Objectives:

- Provide the planning region with the optimized usage of federal transportation funding allocations through the promotion and successful development of projects that reflect the region’s priorities and needs for transportation infrastructure development.
- Balance the needs of investment and the maintenance of existing infrastructure with the development of new projects within the context of all the alternative modes of transportation.
- Support the inclusion of relevant goals and initiatives in the 2045 Plan – Update 2020.

#### Methodology:

The ongoing maintenance of the TIP is managed through the following efforts:

- Monitoring the progress of project development of the TIP related projects.
- Proactive management of the municipal planning organization sub-allocation funding to maintain a balance between project needs and funding type allocations.
- Working with local jurisdictions to build a reservoir of upcoming projects equal to 25% of the current year allocation that could be accelerated into an earlier fiscal year if required.
- Working with sponsors and the ODOT District 2 office to schedule project sales for a 20%, 30%, 30%, and 20% annual cost distribution by fiscal year quarter.
- Maintaining records and preparing reports to document project progress and maintain accountability.
- Actively monitoring projects on a regular basis to ensure compliance with procedures and timelines.
- Find any existing discrepancies in ODOT’s Ellis Project tracking system that vary from the TIP’s intent and notify ODOT to make corrections.

#### Products:

1. Prepare program monitoring reports with actions needed to keep projects on schedule. Ongoing
2. Complete FY 2020 lockdown with the ODOT District 2 office staff December 2018

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\* TMACOG STP funding is provided through TMACOG-managed funds allocated through the TIP (PID# 99774) and is not part of consolidated planning grant funds.

3. Proactively manage TMACOG sub-allocation funding to actively pursue project schedules, track adherence to project development commitment dates, and notify project sponsors of missed commitment dates. Ongoing
4. Work with project sponsors and ODOT District 2 to schedule project sales with quarterly goals of 20%, 30%, 30%, and 20% of projects sold in the respective quarters of the fiscal year. Ongoing
5. Support and participate in the Ohio Statewide Urban CMAQ Committee (OSUCC) Ongoing
6. Work with project sponsors and ODOT District 2 to identify the reservoir of projects ready to be sold totaling 25% of current year allocation. Ongoing

## ODOT Category 605 – Continuing Planning – Surveillance

### Element Number 60510 Data Collection and Management

**Goal:** To provide data and other inputs for the ongoing transportation planning process.

#### **Objectives:**

- Coordinate with local jurisdictions to acquire traffic counts throughout the TMACOG region.
- Maintain the TMACOG region’s data resources (i.e. GIS, Census, and socioeconomic), acquire new data as needed, and examine trends within this data.

#### **Methodology:**

TMACOG staff will continue to maintain, update, and provide data and maps that are a necessary input to short range and long range planning. Data includes socioeconomic (Census and employment data), geographic (roadway characteristics, traffic counts, traffic crashes, aerial photography, transit, bicycle networks, and general municipality / county / state GIS layers), and networks (highway, transit, and new construction projects used in the travel demand model).

TMACOG staff will also assist jurisdictions to standardize their counting procedures and improve use of the Traffic Count Database System (TCDS) software and website program.

#### **Products:**

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|--|---------|
| 1. Maintain and update socioeconomic data files for the transportation study area.   | Ongoing |
| 2. Maintain and update network data files including newly constructed project information.   | Ongoing |
| 3. Maintain and update traffic count database.   | Ongoing |
| 4. Maintain and update GIS data (roads, political boundaries, Census, etc.).   | Ongoing |
| 5. Develop maps as required to assist various transportation committees and events.  | Ongoing |
| 6. Continue to work with local jurisdictions to use the Traffic Count Database System (TCDS) software to upload counts into the traffic count website.   | Ongoing |
| 7. Update the database that organizes all transportation data (ODOT inventory system, network inputs, counts, TIP projects, forecasts, etc.).  | Ongoing |
| 8. Support the coordination of advancing the development of traffic signal coordination in the region, holding meetings as needed.   | Ongoing |
| 9. Coordinate with ODOT and regional ITS stakeholders to support improved transportation system safety and security, as well as implementation of ITS projects within the ITS Plan and regional transportation plan. | Ongoing |

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|--|---------|
| 10. Examine trends on the transportation network by comparing historical and new data (i.e. bridge condition, traffic counts). | Ongoing |
| 11. Provide traffic count data upon request by TMACOG members and non-members.   | Ongoing |
| 12. Determine steps for evaluating performance measures in the long range transportation plan.                                 | Ongoing |

## **ODOT Category 610 – Long Range Planning**

### **Element Number    61100    Long Range Planning**

**Goal:** To maintain, promote, and monitor implementation of the regional transportation plan.

#### **Objectives:**

- Stay in compliance with federal law by maintaining a 20-year horizon regional transportation plan for the Toledo metropolitan area.
- Build on regional strengths, address regional needs, and achieve overarching plan goals.

#### **Methodology:**

The key responsibility is to maintain the region’s comprehensive transportation plan, which is prepared and updated in cooperation with a broad range of public and private sector stakeholders, environmental agencies, and the general public. TMACOG completed the most recent plan, “On the Move: 2015-2045 Transportation Plan,” in 2015. The plan is for Lucas and Wood counties in Ohio, and for Erie, Bedford and Whiteford townships and the City of Luna Pier in Monroe County, Michigan.

Staff will begin work with the Transportation Planning Committee and regional partners to prepare the next area transportation plan, the 2045 Plan Update 2020, which must be approved and take effect by July 1, 2020. The new plan will need to be developed in accordance with the current federal surface transportation legislation the FAST Act. Requirements include that the plan be performance driven and outcomes-based; that is, the selected projects and strategies must help the region achieve specific objectives (performance targets) that reflect federal, state, and public transit goals and targets. The plan will incorporate information and recommendations from a variety of planning efforts such as the recent analysis of land use and growth patterns in the region, safety planning, and congestion management planning. Work on the regional transportation plan will begin in FY 2019 and be completed in FY 2020.

In support of transportation plan implementation, TMACOG worked with area stakeholders in the past fiscal year to develop the *2019-2020 Transportation Legislative Agenda* as an informational resource. The Legislative Agenda encourages cooperation and coordination among regional partners. Additionally, the focus will be on 2045 Plan implementation. This includes activities to increase awareness and generate action in support of the plan’s goals, projects, and policies. Other efforts will include work on priority initiatives identified in the plan and achieving plan targets.

#### **Products:**

1. Prepare the 2045 Update 2020 Transportation Plan by completing the following products:
  - a. 2045 Plan Update 2020 process table, including a public involvement plan.

August 2018

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|--|----------------|
| b. List of Plan goals  | September 2018 |
| c. Selection of employment and land use scenario   | December 2018  |
| d. Transportation system facilities, performance, and needs report   | March 2019     |
| 2. Provide information and assistance in support of the current 2045 Plan, including presentations, distribution of plan documents, and input to state planning processes  | June 2019      |
| 3. Refine targets (and related measures of success) to be achieved through implementation of the regional transportation plan and Transportation Improvement Program; develop templates for tracking and reporting progress on targets and project implementation. | Ongoing        |
| 4. Prepare the 2019-2020 Legislative Agenda  | March 2019     |
| 5. Assist as requested in area community comprehensive plan updates and major development efforts.   | Ongoing        |
| 6. Hold at least four meetings of the Transportation Planning Committee. Include informational presentations on planning issues at one or more of the meetings.  | June 2019      |

## ODOT Category 615 – Continuing Planning – Procedural Development

### Element Number 61520 Modeling and Forecasting

**Goal:** To develop forecasting tools and perform modeling for system analysis.

#### **Objectives:**

- Identify a cohesive transportation vision for the region by exploring issues and opportunities pertaining to the street system, as well as examining alternative options.
- Develop tools to aid jurisdictions in planning and maintaining the transportation system.

#### **Methodology:**

TMACOG maintains a computer model that is used to predict future traffic loading on the street system. The model requires extensive data inputs including demographic parameters, current traffic levels, and other components related to the street system. Updates and maintenance of this model is a major task as is the additional coding necessary to construct experimental network changes to test future scenarios. Refinement and improvement to the modeling capabilities at TMACOG continue in FY 2019. We will use the model for traffic projection requests as needed.

TMACOG will review the pavement management planning process using updated pavement condition data obtained by ODOT in 2017. The pavement management plan will aid local jurisdictions with the improvement of roadway and pavement inventories.

#### **Products:**

1. Continue to update the pavement management process with 2017 ODOT pavement condition rating (PCR) data. Ongoing
  - a. Inventory roadway pavement and combine into one database.
  - b. Integrate pavement systems from area communities, such as City of Toledo PAVER database.
  - c. Prepare a list and map of catch-up projects.
  - d. Examine trends in the PCR data by comparing historical and new data.
2. Provide traffic projection results to members as needed. Ongoing
3. Research data needs for a regional Transportation Asset Management Plan (TAMP) June 2019
4. Provide staff and support for System Performance and Monitoring Committee meetings. Ongoing
5. Continue to refine and improve the capabilities of the traffic model, as well as perform updates to the highway network and other model input files as needed. Ongoing

## **ODOT Category 674 – Transit Planning**

### **Element Numbers 67495 TARTA Short-Range Planning**

**Goal:** Toledo Area Regional Transit Authority (TARTA) and Toledo Area Regional Paratransit Service (TARPS) transit planning activities

#### **Objectives:**

- Investigate and institute service changes as necessary.
- Participation at scheduled meetings of the Toledo Metropolitan Area Council of Governments (TMACOG) and its committees and subcommittees.
- Work to update the progress of the TARTA transit portions of the “On the Move: 2015-2045 Transportation Plan” and implement provisions as outlined in the plan and to participate with TMACOG on development of the “2045 Transportation Plan – Update 2020”.
- Transit enhancement activities such as Art In TARTA program.
- Administrate 5310 funding program including Enhanced Mobility for Seniors and People with Disabilities Program and participate with TMACOG in the scoring, ranking and recommendation of project awards.

#### **Methodology:**

The TARTA Planning Department is responsible for the Authority’s short-term capital and service planning. These duties include designing service options, maintenance of the passenger shelter program, preparing grant applications and planning documentation that meet the requirements of the Federal Transit Administration (FTA) and the Ohio Department of Transportation (ODOT), developing the annual program of projects, and the preparation of specifications for major capital projects. The planning department also acts as the principle liaison for TARTA’s communications with other federal, state, regional, and local agencies. This element is funded by TARTA and is not part of Consolidated Planning Grant Funds of TMACOG.

#### **Products:**

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|--|----------------|
| 1. Complete and submit the annual Capital Plan for Transit Improvements. | May 2019       |
| 2. Preparations of 2019 Program of Projects.                             | September 2018 |
| 3. Public Transit Monitoring System (PTMS) Report update.                | February 2019  |
| 4. Develop Transit Asset Management (TAM) Plan                           | October 2018   |
| 5. Develop and submit targets for FY 2019                                | October 2018   |
| 6. National Transit database report.                                     | April 2019     |
| 7. 2018 certification of data.   | April 2019     |

## ODOT Category 697 – Transportation Program Reporting

Element Numbers    69710      Transportation Policy Committee Reporting and Administration  
   69720      Transportation Summit

**Goal:** To efficiently administer the Transportation Department planning process and effectively coordinate efforts of transportation stakeholders in the region.

### Objectives:

- Maximize efficiency of TMACOG’s planning efforts while remaining flexible to respond to member needs and changing federal transportation policies and guidance.
- Promote TMACOG’s leadership positioning in transportation planning through continued outreach to local governments, educational institutions, and major transportation stakeholders.

### Methodology:

The activities of the TMACOG staff and committee structure is directed toward an ongoing “3-C planning process” that is continuing, cooperative, and comprehensive. TMACOG provides staff and support for the activities of the transportation department, the Transportation Council and all of its subcommittees. This includes such things as, but not limited to, secretarial support, administrative reports, project management, and staff management.

Each year, a Transportation Summit is also held to report on regional transportation planning activities, highlight the importance of transportation to the general public, report on major issues, and coordinate efforts of the diverse community of transportation stakeholders. TMACOG maintains environmental justice and public involvement in transportation planning in accordance with TMACOG’s public involvement policy document which is updated as needed. And last, the website is continuously updated, and it is used as a vehicle to communicate transportation planning efforts.

Activities that are ineligible for federal funding are charged to Element 68200 which is 100% locally funded.

### Products:

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|---|----------------|
| 1. Produce the Annual Work Program Completion Report.   | September 2018 |
| 2. Convene a TMACOG Transportation Summit.  | April 2019     |
| 3. Provide staff and support for the Transportation Council.                                  | Ongoing        |
| 4. Review and update the TMACOG Title VI Plan.  | June 2019      |
| 5. Review and update the TMACOG Public Participation Plan.                                    | June 2019      |
| 6. Review and update the TMACOG transportation webpage.                                       | Ongoing        |
| 7. Provide staff and support to regional and state transportation organizations and agencies. | Ongoing        |

**Element Number**    **73100**    **Share A Ride (CMAQ Funded\*)**

**Goal:** To reduce single occupant vehicles (SOV) trips through ridesharing and vanpooling to work or school.

**Objective:**

- Partner with the Ozone Action Program to foster a greater awareness of the importance of air quality issues and the impact of SOV on air quality.
- Assist the public with program registration through mobile application and website.
- Market the Gohio Commute and Guaranteed Ride Home Program.

**Methodology:**

Gohio Commute is a software matching service that matches registered commuters that live and work in the same area to form carpools and/or vanpools and better enables commuters to use alternative modes of travel such as transit, biking or walking.

**Products:**

- |  |         |
|--|---------|
| 1. Maintain and update the ride sharing information on TMACOG’s website and Gohio Commute platform so that it is consistent with marketing efforts being used to promote the department’s programs.  | Ongoing |
| 2. Continue partnership other Ohio MPO’s to maintain software and track usage.   | Ongoing |
| 3. Participate in and support the Gas Cap Testing and Replacement program, which is held in partnership with the Ozone Action program to foster a greater awareness of the importance of air quality issues. Emphasize the importance of decreasing the amount of volatile organic compounds (VOCs) released into the air by the automobile. | Ongoing |
| 4. Increase awareness of the Gohio Commute program through marketing and promotional programs.   | Ongoing |

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\* This element is funded through separate Congestion Mitigation and Air Quality (CMAQ) funding, and is not part of consolidated planning grant funds. CMAQ funding is provided through TMACOG-managed funds allocated through the Transportation Improvement Program (TIP) (PID# 98941).

**Element Number**    74100    **Specialized Transportation**

**Goal:** To increase the availability of handicap accessible transportation.

**Objective:**

- Administer the Specialized Transportation Program (5310) program.

**Methodology:**

This program is intended to enhance mobility for seniors and persons with disabilities by providing funds for programs to serve the special needs of transit-dependent populations beyond traditional public transportation services and Americans with Disabilities Act (ADA) complementary para-transit services. In accordance with federal regulations, Section 5310 funds are to be apportioned to designated recipients in large urbanized areas (>200,000 in population). Formerly, these funds were apportioned to the State. Therefore, a new process for local administration of the revised 5310 program has been developed in cooperation with local transit agencies and stakeholders. A Memorandum of Understanding between TMACOG and TARTA established the roles and responsibilities of each agency and will guide implementation of the program.

**Products:**

- |   |           |
|---|-----------|
| 1. Distribute the Call for Projects to eligible 5310 agencies and local governments in cooperation with TARTA   | Fall 2018 |
| 2. Hold a specialized transportation application training session for eligible 5310 agencies to increase the number and quality of applications.                                      | Fall 2018 |
| 3. Assemble a scoring and ranking committee to review projects with the Human Services-Public Transit Coordination Plan, score and rank projects, and make recommendations for awards | Fall 2018 |

