**COMPLETION REPORT**

**FISCAL YEAR 2024**

**(July 2023 – June 2024)**



**Lima-Allen County Regional Planning Commission**

**130 West North Street**

**Lima, Ohio 45801-4311**

**August 2024**

**SFY 2024UPWP Work Elements**

***601* – *Short Range Planning:***

**FUNDING SOURCES:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | ODOT/FHWA | LOCAL | TOTAL |
| Original Amount | $79,445.70 | $8,827.30 | $88,273.00 |
| Carryover | $18,000.00 | $2,000.00 | $20,000.00 |
| Total | $97,445.70 | $10,827.30 | $108,273.00 |

**PRODUCTS COMPLETED:**

1. SFY 2024 Completion Report; September 2023.
2. Draft FY 2025 Unified Planning Work Program; March 2024.
3. Title VI Self-Assessment Compliance Report; March 2024.
4. Final FY 2025 Unified Planning Work Program; June 2024.
5. Transportation-Related Information Assistance; Ongoing.
6. Publication of Quarterly Newsletters; Continual.
7. Staff Website Posting & Maintenance; Ongoing.
8. Ongoing Revisions to PPP and Community Stakeholders; Ongoing.
9. Documentation of Community Outreach & Public Involvement; Ongoing.
10. OARC Involvement; Continual.
11. Safety Review Team Meetings; Ongoing.
12. Local Emergency & Environmental Planning Meetings; Ongoing.
13. Transit & Airport Board Meetings; Ongoing.
14. Staff Development, Training & Orientation; Continual.

**STATUS:**

Complete

**OVERALL EVALUATION:**

The planning activities in subcategory 601 are ongoing and continue into the FY 2025 Unified Planning Work Program.

Staff continues to work to engage the public on all projects, activities, and meetings.

Staff development, training, and involvement in OARC and other local and regional organizations continue.

**EXPENDITURE & PERCENTAGE OF WORK COMPLETED: 601**

|  |  |  |
| --- | --- | --- |
| Amount Expended | Percent Expended | Percent Work Completed |
| $108,430.69 | 100.15% | 100% |

**SFY 2024UPWP Work Elements**

***602* – *Transportation Improvement Program:***

**FUNDING SOURCES:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | ODOT/FHWA | LOCAL | TOTAL |
| Original Amount | $95,645.70 | $10,627.30 | $106,273.00 |
| Carryover | $18,000.00 | $2,000.00 | $20,000.00 |
| Total | $113,645.70 | $12,627.30 | $126,273.00 |

**PRODUCTS COMPLETED:**

1. Annual Listing of Obligated Projects; September 2023.
2. Revised Transportation Project Selection Process; Ongoing.
3. Quarterly STIP/TIP Amendments; July/August 2023 & January/April 2024.

**STATUS:**

Complete

**OVERALL EVALUATION:**

The Transportation Improvement Program (TIP), subcategory 602, is an ongoing process that continues into the FY 2025 Unified Planning Work Program. Staff continues to support a multi-year TIP that documents highway and transit projects while making the best use of available funds to improve the safety and efficiency of the transportation network.

The MPO continues to work with city, village, and township officials and consultants, ODOT representatives, local employers, and economic development professionals as a part of the TIP development process.

Staff continues to review project selection criteria of other MPOs, performance measures, and ODOT’s focus to adopt a safe system approach as part of its ongoing review of its project selection process.

**EXPENDITURE & PERCENTAGE OF WORK COMPLETED: 602**

|  |  |  |
| --- | --- | --- |
| Total Amount Expended | Percent Expended | Percent Work Completed |
| $5,103.45 | 4.04% | 100% |

**SFY 2024 UPWP Work Elements**

***605* – *Continuing Planning - Surveillance:***

**FUNDING SOURCES:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | ODOT/FHWA | LOCAL | TOTAL |
| Original Amount | $89,574.30 | $9,952.70 | $99,527.00 |
| Carryover | $119,324.70 | $13,258.30 | $132,583.00 |
| Total | $208,899.00 | $23,211.00 | $232,110.00 |

**PRODUCTS COMPLETED:**

1. 2023 Crash Summary Report; June 2024.
2. 2023 High Hazard Intersection Listing; June 2024.
3. 2023 High Hazard Intersection Maps; June 2024.
4. 2023 Fatal Crash Summary Report; February 2024.
5. Maintenance of Crash Records File; Continual.
6. Traffic Counts Maps; Continual.
7. Maintenance of Traffic Count Records File; Continual.
8. Transportation-Related Information Assistance; Continual.

**STATUS:**

Complete

**OVERALL EVALUATION:**

The planning activities in subcategory 605 are ongoing and continue into the FY 2025 Unified Planning Work Program. Staff continues to collect and analyze data to objectively identify safety hazards within the transportation network and propose improvements based on these activities.

**EXPENDITURE & PERCENTAGE OF WORK COMPLETED:605**

|  |  |  |
| --- | --- | --- |
| Total Amount Expended | Percent Expended | Percent Work Completed |
| $74,381.94 | 32.05% | 100% |

**SFY 2024UPWP Work Elements**

***605.8* – *Transportation – STP (PID 105331):***

**FUNDING SOURCES:**

|  |  |  |
| --- | --- | --- |
|  | ODOT/FHWA | TOTAL |
| Original Amount | $83,203.00 | $83,203.00 |
| Carryover | $100,211.00 | $100,211.00 |
| Total | $183,414.00 | $183,414.00 |

**PRODUCTS COMPLETED:**

1. Sustain Working Group of Non-Traditional Stakeholders; Continual.
2. Maintain & Integrate Sustainability in Agency Website; Continual.
3. Develop Public Awareness of Emissions Factors; Ongoing.
4. Maintain & Implement Active Transportation Plan Components; Continual.
5. Attend Activate Allen County Meetings; Ongoing.
6. Support the Allen County Bicycle & Pedestrian Task Force; Ongoing.
7. Updated Allen County Active Transportation Plan; June 2024.
8. Validated and Mapped Bike/Pedestrian Counts; September 2023 and May 2024.
9. Support and Develop ADA Transition Plans; Ongoing.
10. Support and Develop Safe Route to School Travel Plans; Ongoing.
11. Technical Assistance; Ongoing.

**STATUS:**

Complete

**OVERALL EVALUATION:**

The planning activities in subcategory 605.8 are ongoing and continue into the FY 2025 Unified Planning Work Program. Staff efforts to facilitate the creation and approval of ADA Transition Plans for member agencies continue. LACRPC is actively engaged with Spencerville to complete a survey of its existing facilities as a part of the ADA Transition Plan process. In addition, LACRPC is working with Bluffton to create a complete streets policy and survey of its facilities for an ADA Transition Plan.

**EXPENDITURE & PERCENTAGE OF WORK COMPLETED: 605.8**

|  |  |  |
| --- | --- | --- |
| Amount Expended | Percent Expended | Percent Work Completed |
| $92,388.00 | 50.37% | 90% |

**SFY 2024UPWP Work Elements**

***610* – *Continuing Planning – Review and Appraisal:***

**FUNDING SOURCES:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | ODOT/FHWA | LOCAL | TOTAL |
| Original Amount | $248,186.70 | $27,576.30 | $275,763.00 |
| Carryover | $130,500.00 | $14,500.00 | $145,000.00 |
| Total | $378,686.70 | $42,076.30 | $420,763.00 |

**PRODUCTS COMPLETED:**

1. Collected and analyzed housing, socioeconomic, and land use data to support MPO travel demand model; June 2024.
2. Travel Demand Model Data Collection; Continual.
3. Update Long-Range Transportation Plan 2045; July 2023.

**STATUS:**

Complete

**OVERALL EVALUATION:**

The continuous development and maintenance of the Long-Range Transportation Plan is the foundation of the MPO transportation planning process. Therefore, staff continues to evaluate the current status of the regional transportation system to identify necessary improvements that will guide the activities of the 2040 Long-Range Plan and the 2045 update.

Staff reviews financial resources and availability to establish a reasonable surety that such funding is available to ensure adequate system operation and preservation.

The planning activities in subcategory 610 are ongoing and continue into the FY 2025 Unified Planning Work Program.

**EXPENDITURE & PERCENTAGE OF WORK COMPLETED: 610**

|  |  |  |
| --- | --- | --- |
| Total Amount Expended | Percent Expended | Percent Work Completed |
| $154,234.88 | 36.66% | 100% |

**SFY 2024UPWP Work Elements**

***610.4* – *Long Range Planning – STP (PID 105331):***

**FUNDING SOURCES:**

|  |  |  |
| --- | --- | --- |
|  | ODOT/FHWA | TOTAL |
| Original Amount | $116,797.00 | $116,797.00 |
| Carryover | $112,534.00 | $112,534.00 |
| Total | $229,331.00 | $229,331.00 |

**PRODUCTS COMPLETED:**

1. Bluffton Comprehensive Plan; July 2023.

**STATUS:**

Complete

**OVERALL EVALUATION:**

Staff continues to take a comprehensive and strategic approach to sustain a Long-Range Transportation Plan to improve and sustain intermodal transportation through 2040. This approach requires a continuing, cooperative, and comprehensive planning process.

The Long-Range Transportation Plan was finalized in August 2023.

The planning activities in subcategory 610.4 are ongoing and continue into the FY 2025 Unified Planning Work Program.

**EXPENDITURE & PERCENTAGE OF WORK COMPLETED: 610.4**

|  |  |  |
| --- | --- | --- |
| Total Amount Expended | Percent Expended | Percent Work Completed |
| $96,731.02 | 42.18% | 100% |

**SFY 2024 UPWP Work Elements**

***674* – *Mass Transportation:***

**FUNDING SOURCES:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | ODOT/FHWA | LOCAL | TOTAL |
| Original Amount | $7,528.50 | $836.50 | $8,365.00 |

**PRODUCTS COMPLETED:**

1. FACTS Coalition Participation & Support; Ongoing.
2. Citizens Accessibility Advisory Committee Support; Ongoing.

**STATUS:**

Complete

**OVERALL EVALUATION:**

Staff continues to develop, assess, and assist in implementing alternative strategies to improve public and private transportation services to the transportation-disadvantaged community within Allen County, Ohio. The planning activities in subcategory 674 are ongoing and will continue into the FY 2025 Unified Planning Work Program.

**EXPENDITURE & PERCENTAGE OF WORK COMPLETED: 674**

|  |  |  |
| --- | --- | --- |
| Total Amount Expended | Percent Expended | Percent Work Completed |
| $3,918.01 | 46.84% | 100% |

**SFY 2024 UPWP Work Elements**

***675* – *Mass Transportation - ACRTA:***

**FUNDING SOURCES:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | ODOT/FHWA | LOCAL | TOTAL |
| Original Amount | $18,000 | $2,000 | $20,000 |

**PRODUCTS COMPLETED:**

1. Establish and Adopt Safety Performance Measures; October 2023.
2. Assess Personnel Drug Policy Assessment.
3. Review/Reassess Maintenance Plan.
4. Establish a Memorandum of Understanding (MOU) with MPO; January 2024.
5. Update 2021-2025 Financial Plan; April 2021.
6. Level of Service Analyses; Ongoing.
7. Drug Testing; Continual.
8. Marketing Efforts; Continual.

**STATUS:**

Complete

**OVERALL EVALUATION:**

The ACRTA will continue to work with local stakeholders to identify concerns, assess gaps in service, and introduce necessary service modifications to meet the public's needs better and promote and provide for the delivery of safe, efficient, reliable, and cost-effective public transportation services.

**EXPENDITURE & PERCENTAGE OF WORK COMPLETED: 675**

|  |  |  |
| --- | --- | --- |
| Total Amount Expended | Percent Expended | Percent Work Completed |
| $11,251 | 56.26% | 100% |

**SFY 2024 UPWP Work Elements**

***675.4* – *Mass Transportation - MPO:***

**FUNDING SOURCES:**

|  |  |  |
| --- | --- | --- |
|  | LOCAL | TOTAL |
| Original Amount | $36,000.00 | $36,000.00 |

**PRODUCTS COMPLETED:**

1. Assess/Support Public Transit Performance Measures; Ongoing.
2. Memorandum of Understanding with ACRTA; January 2023.
3. 2024 Transit Development Program; June 2024.
4. Transit Board Meetings; Ongoing.
5. Technical Assistance; Ongoing.
6. Drug Testing; Continual.
7. Public Outreach & Marketing Efforts; Continual.

**STATUS:**

Complete

**OVERALL EVALUATION:**

The MPO continues to work with the Transit Authority to enhance the experience and quality of public transportation services provided by the Allen County Regional Transit Authority (ACRTA). It works to advance and promote the delivery of safe, efficient, reliable, and cost-effective public transportation services.

The planning activities in subcategory 675 are ongoing and continue into the FY 2025 Unified Planning Work Program. The Transit Development Program update was planned for FY 2025. The update was completed in FY 2024 to meet a deadline for ACRTA.

**EXPENDITURE & PERCENTAGE OF WORK COMPLETED: 675.4**

|  |  |  |
| --- | --- | --- |
| Amount Expended | Percent Expended | Percent Work Completed |
| $16,071.35 | 44.64% | 100% |

**SFY 2024 UPWP Work Elements**

***697* – *Annual Report - Transportation:***

**FUNDING SOURCES:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | ODOT/FHWA | LOCAL | TOTAL |
| Original Amount | $10,745.10 | $1,193.90 | $11,939.00 |

**PRODUCTS COMPLETED:**

1. CY 2023 Annual Report; April 2024.

**STATUS:**

Complete

**OVERALL EVALUATION:**

Staff worked to complete, post, and distribute the agency’s Annual Report to members, stakeholders, and community members. The report works to document the agency’s charge, funding, membership, and partnership activities, as well as the reports generated from its activities.

The planning activities in subcategory 697 are ongoing and continue into the FY 2025 Unified Planning Work Program.

**EXPENDITURE & PERCENTAGE OF WORK COMPLETED: 697**

|  |  |  |
| --- | --- | --- |
| Total Amount Expended | Percent Expended | Percent Work Completed |
| $3,936.53 | 32.97% | 100% |

**SFY 2024 UPWP Work Elements**

***700 Series: Regional Transportation Planning Organization***

**FUNDING SOURCES:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | ODOT/FHWA | LOCAL | TOTAL |
| Original Amount | $194,474.00 | $21,608.00 | $216,082.00 |

***705.1* – *Transportation Planning Database:***

**PRODUCTS COMPLETED:**

1. Collaborated with consultant to create and review Chapters 1-5 of WORPO LONG RANGE TRANSPORTATION PLAN; Ongoing.
2. -Collection of data for WORPO Long Range Transportation Plan; Ongoing.

**STATUS:**

Complete

**OVERALL EVALUATION:**

The planning activities in subcategory 705.1 are ongoing and continue into the FY 2025 Unified Planning Work Program. Staff continues to collect and analyze data summary of the transportation plan. Disseminate data and respond to information requests.

***710.1* – *Long Range Transportation Planning:***

**PRODUCTS COMPLETED:**

1. Attended meetings with WORPO Committee and ODOT. Attended meetings with various representatives from several counties and municipalities to discuss the creation of project lists; Ongoing.

**STATUS:**

Complete

**OVERALL EVALUATION:**

The continuous development and maintenance of the Long-Range Transportation Plan is the foundation of the RTPO transportation planning process. Therefore, staff continues to evaluate the current status of the regional transportation system to identify necessary improvements that will guide the activities of the creation of the initial WORPO Long Range Transportation Plan.

Staff reviews financial resources and availability to establish a reasonable surety that such funding is available to ensure adequate system operation and preservation.

The planning activities in subcategory 710.1 are ongoing and continue into the FY 2025 Unified Planning Work Program.

***725.1* – *Public Participation and Services:***

**PRODUCTS COMPLETED:**

1. Drafted WORPO Public Participation Plan; June 2024.
2. Monitoring of Public Participation Plan; Ongoing.

**STATUS:**

Complete

**OVERALL EVALUATION:**

Staff worked with the technical advisory group to develop a specific public participation strategy for the transportation plan, including but not limited to, the number, timing, and format of input opportunities and outreach methods.

The planning activities in subcategory 710.1 are ongoing and continue into the FY 2025 Unified Planning Work Program.

**EXPENDITURE & PERCENTAGE OF WORK COMPLETED: 700 Series**

|  |  |  |
| --- | --- | --- |
| Total Amount Expended | Percent Expended | Percent Work Completed |
| $215,985.24 | 99.96% | 100% |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| PROJECT | FUNDING SOURCE | AMOUNT BUDGETED | EXPENDED | PERCENT TO DATE |
| 601 FY 2024 | 1,3,4 | $ 108,273 | $ 108,430.69 | 100.15% |
| 602 FY 2024 | 1,3,4 | $ 126,273 | $ 5,103.45 | 4.04% |
| 605 FY 2024 | 1,3,4 | $ 232,110 | $ 74,381.94 | 32.05% |
| 6058 FY 2024 | 6 | $ 183,414 | $ 92,388.00 | 50.37% |
| 610 FY 2024 | 1,3,4 | $ 420,763 | $ 154,234.88 | 36.66% |
| 610.4 FY 2024 | 6 | $ 229,331 | $ 96,731.02 | 42.18% |
| 674 FY 2024 | 1,3,4 | $ 8,365 | $ 3,918.01 | 46.84% |
| 675 RTA FY 2024 | 2,5 | $ 36,000 | $ 37.00 | 0.10% |
| 675 MPO FY 2024 | 2,5 | $ 36,000 | $ 16,071.35 | 44.64% |
| 697 FY 2024 | 1,3,4 | $ 11,939 | $ 3,936.53 | 32.97% |
| 700 FY 2024 | 1,3,4 | $ 216,082 | $ 215,985.24 | 99.96% |
|  |  |  |  |  |
|  |  |  |  |  |
| ODOT/FHWA |  | $ 891,695 | $ 491,608.80 | 55.13% |
| FTA |  | $ 36,000 | $ 16,071.35 | 44.64% |
| SUBTOTAL |  | $ 927,695 | $ 507,680 | 54.72% |
|  |  |  |  |  |
| STP |  | $ 412,745 | $ 189,119 | 45.82% |
|  |  |  |  |  |
| TOTAL |  | $ 1,340,440 | $ 696,799 | 51.98% |
|  |  |  |  |  |
|  |  |  |  |  |
| FUNDING SOURCE |  |  |  |  |
| 1 | FHWA |  |  |  |
| 2 | FTA |  |  |  |
| 3 | ODOT |  |  |  |
| 4 | MPO |  |  |  |
| 5 | RTA |  |  |  |
| 6 | STP |  |  |  |