



To: Technical Advisory Committee Members

From: Mark Garrity, Executive Director

Date: May 10, 2024

## **Executive Director's Report**

### *Workforce Development and Training*

Earlier this month, Transportation Planner Chelsea Dau attended the AASHTO GIS Transportation Symposium in Atlanta. The conference focused on GIS applications and best practices in transportation related to state, local, and MPO agencies. Highlights included workshops focused on the Next Generation National Household Travel Survey as well as Safety Management in GIS. She also recently attended the Journey to Safer Communities ITE Virtual Conference which focused on a variety of safety topics including Vision Zero, vulnerable road users, infrastructure improvements, and methods to better evaluate safety-oriented transportation data.

Senior Community Planner Samantha Lara attended the national American Planning Association (APA) conference held in Minneapolis. Ms. Lara attended sessions on scenario planning, the electrification of bicycles, and the role of gender in transportation. She returned with a better understanding of scenario planning and heard from other planners about the goods and bads of electric bicycles, including the need for charging stations and adequate education to protect the safety of riders. Ms. Lara also learned more about the needs identified for women to be more comfortable riding bikes and using public transportation.

Executive Director Mark Garrity attended a mobile workshop focused on transportation and housing in California. He saw many creative approaches to improving transportation safety and accessibility for all, as well as how medium-sized communities are addressing challenges related to housing affordability.

### *Personnel and Office Updates*

A new Transportation Planner, Maile Greenhill, started on May 1. Maile will be focusing on modeling and data analysis. She has a strong background in GIS and transportation-related data collection. And our newest intern, Landon Lee, started in April and will be helping us with various tasks related to community engagement and development of our long-range plan. Please welcome Landon and Maile!

### *Community Outreach*

On May 2 and 3, MPO staff members Kiana Otsuka, Samantha Lara, and Lily Zheng facilitated community outreach with four 11th grade Environmental Systems and Societies classes at Mid-Pacific Institute in Manoa. This outreach event consisted of an informational presentation, interactive activities, and a walk-audit around the Manoa neighborhood to stimulate discussion about their built environment and how to improve pedestrian safety. The data gathered from this event will be included as we develop the next long-range transportation plan (2050 Oahu Regional Transportation Plan).



### *Policy Board*

The Policy Board met on April 29. They received a presentation on proposed Highway Safety Performance Measure Targets for 2020-2024 and voted to approve and directed MPO staff to conduct research regarding the funding of additional safety projects. They also received a presentation on proposed 2024 Transit Asset Management (TAM) Performance Measure Targets and voted to approve. They also received a presentation on a potential grant for the Federal Highway Administration (FHWA) Prioritization Process Pilot Program (PPPP) and voted to direct MPO staff to apply. Finally, they received a presentation on the Overall Work Program (OWP) Presentation: Planning for Improved Resilience to Coastal Hazards through Green Infrastructure and voted to accept the report.

Their next meeting is currently scheduled for May 28 at 11:00 AM.

### *Citizen Advisory Committee (CAC)*

The CAC met on May 1. They received a presentation on the Overall Work Program (OWP) FY2024-2025 Revision 1 Final Draft and voted to recommend the Policy Board approve. They also received a presentation on the OWP funded Energy Conservation and Emissions Reduction Plan and voted to recommend the Policy Board approve.

Their next meeting is scheduled for June 5 at 2:30 PM.

## OWP Non-Staff Time Expenditures

2024-2025 OWP 7/01/2023 to 3/31/2024 (9 of 24 mos, 37.5%)				BEGINNING BALANCE (as of 7/01/2023)					EXPENDITURES (7/01/2023 to 03/31/2024)					BALANCE (as of 3/31/2024)					% Expended
Work Element #	Description	Category	Status/Notes	Federal Funds			Local Share	Total	Federal Funds			Local Share	Total	Federal Funds			Local Share	Total	
				FHWA	FTA	Total	OahuMPO-Held		FHWA	FTA	Total	OahuMPO Held		FHWA	FTA	Total	OahuMPO Held		
301.09-24	Professional Development - Travel/Misc Training Expenses for Staff	Training	100% Federal Share	61,522		61,522		61,522	6,764		6,764		6,764	43,806		43,806	10,952	54,758	11%
301.09-24	Workforce Development - Project Management Training Pgm	Training	100% Federal Share	140,000		140,000		140,000	102,946		102,946		102,946			29,643	7,411	37,054	74%
302.01-24	Overhead (Lease, utilities, p-card, etc)	Overhead			280,000	280,000	70,000	350,000	-	110,499	110,499	27,625	138,124	-	169,501	169,501	42,375	211,876	39%
301.05-24	Single Audit	Consultant	Reimbursement to Staff Auditor's Office	72,000		72,000	18,000	90,000	-		-	-		72,000		72,000	18,000	90,000	0%
301.05-24	Accounting System	Consultant		24,000		24,000	6,000	30,000	10,199		10,199	2,550	12,749			13,801	3,450	17,251	42%
301.10-24	Computer & Network Maintenance	Consultant	Xerox: Regular IT Support	45,364		45,364	11,341	56,705	10,726		10,726	2,682	13,408			34,638	8,659	43,297	24%
301.10-23	Computer & Network Maintenance	Consultant	Xerox: network security upgrades. \$49k expended in January 2024	47,200		47,200	11,800	59,000	21,839		21,839	5,460	27,299	25,361		25,361	6,340	31,701	46%
301.15-24	Computer Model Operations & Support	Consultant	Caliper	168,000		168,000	42,000	210,000		-	-	-	-	168,000		168,000	42,000	210,000	0%
301.15-23	Computer Model Operations & Support	Consultant	Caliper	160,000		160,000	40,000	200,000	152,712		152,712	38,178	190,890			7,288	1,822	9,110	95%
301.15-24	Computer Model Operations & Support	Consultant	UrbanSim - Land Use Model. \$30k expended in January 2024	48,000		48,000	12,000	60,000	24,000		24,000	6,000	30,000					30,000	50%
301.21-23	Public Outreach Software	Software	Metroquest/Social Pinpoint. Subscription expires in March 2024	48,000		48,000	12,000	60,000	-		-	-		48,000		48,000	12,000	60,000	0%
301.16-23	ORTP 2050	Consultant	Contract with PBR/NN. \$111k expended in January 2024	106,242		106,242	26,561	132,803	106,242		106,242	26,561	132,803	-		-	-	-	100%
301.16-24	ORTP 2050	Consultant	Contract with PBR/NN	400,000		400,000	100,000	500,000	-		-	-		400,000		400,000	100,000	500,000	0%
301.16-23	ORTP 2050	Consultant	Contract with Urban Logiq	87,134		87,134	21,784	108,918	-		-	-		87,134		87,134	21,784	108,918	0%
				2,058,948					654,983					1,123,172					32%

OWP Staff Time Expenditures by Dollar

2024-2025 OWP 7/01/2023 to 03/31/2024 (9 of 24 mos, 37.5%)		BEGINNING BALANCE* (as of 7/01/2023)							EXPENDITURES (7/01/2023 to 03/31/2024)							BALANCE (as of 3/31/2024)							% Expended	
		Federal Funds			Local Share			Total	Federal Funds			Local Share			Total	Federal Funds			Local Share			Total		
		Total	FHWA	FTA	Total	OahuMPO Held	Subrecipient Held		Total	FHWA	FTA	Total	OahuMPO Held	Subrecipient Held		Total	Total	FHWA	FTA	Total	OahuMPO Held			Subrecipient Held
1	MPO Management & Program Administration	1,101,590	513,491	588,099	275,398	275,398		1,376,988	460,396	390,983	69,413		115,099	115,099		575,495	641,194	122,508	518,686	160,299	160,299		801,493	42%
2	Data Development & Maintenance (Modeling,T6/E	367,593	367,593		91,898	91,898		459,491	32,982	32,982			8,245	8,245		41,227	334,611	334,611		83,653	83,653		418,264	9%
3	Short Range Planning (TIP/TAP)	199,469	199,469		49,867	49,867		249,336	37,398	37,398			9,350	9,350		46,748	162,070	162,070		40,518	40,518		202,588	19%
4	Long Range Planning (ORTP/CMP)	476,312	476,312		119,078	119,078		595,390	126,092	126,092			31,523	31,523		157,615	350,220	350,220		87,555	87,555		437,775	26%
5	Public Participation	360,036	360,036		90,009	90,009		450,045	54,297	54,297			13,574	13,574		67,871	305,739	305,739		76,435	76,435		382,174	15%
	Paid Time Off							108,026	108,026				27,007	27,007		135,033								
	Total 2024-2025 WE	2,505,000			626,250			3,131,250	819,191	749,778	69,413		204,798	204,798		1,023,989	1,793,835			448,459			2,107,261	33%

## OWP Subrecipient Study Expenditures

2024-2025 OWP 7/01/2023 to 3/31/2024 (9 of 24 mos, 37.5%)				Notes	BEGINNING BALANCE (All time)			EXPENDITURES (January 2024-March 2024)			EXPENDITURES (All time)			BALANCE (as of 04/14/2024)			% Expended All Time
					Federal (FHWA - PL)	Local Share (Subrecipient)	Total	Federal (FHWA - PL)	Local Share (Subrecipient)	Total	Federal (FHWA - PL)	Local Share (Subrecipient)	Total	Federal (FHWA - PL)	Local Share (Subrecipient)	Total	
206.02-24	Transit Rider Survey Interim Opening 2	6/30/2025	DTS		1,373,532	343,383	1,716,915	-	-		-	-				1,716,915	0%
206.05-24	State Gov Employee TDM Study	6/30/2025	OahuMPO		200,000	50,000	250,000	-	-		-	-				250,000	0%
206.03-24	Active Transportation Monitoring Program Phase IV	6/30/2025	DTS		217,824	54,456	272,280	-	-		-	-				272,280	0%
206.01-24	Short-Range Transit Improvement Program	6/30/2025	DTS		1,901,668	475,417	2,377,085	-	-		-	-				2,377,085	0%
206.04-24	Multimodal Mobility Hub Study Phase II	6/30/2025	OahuMPO		160,000	40,000	200,000	-	-		-	-				200,000	0%
206.06-24	Educational Framework for Youth Engagement in Oahu's Transportation Planning Phase II	6/30/2025	UH Manoa		228,094	57,024	285,118	-	-		-	-				285,118	0%
206.07-24	Multimodal Assessment Phase II	6/30/2025	OahuMPO		120,000	30,000	150,000	-	-		-	-				150,000	0%
204.17-23	Educational Framework for Youth Engagement in Oahu's Transportation Planning Phase I		UH Manoa		100,236	25,059	125,295	-	-		-	-				125,295	0%
204.15-23	Multimodal Assessment Phase I	6/30/2025	OahuMPO		80,000	20,000	100,000	-	-		-	-				100,000	0%
204.16-23	Traffic Signal Optimization & Demand Management	6/30/2025	DTS	Staff time	40,000	10,000	50,000	-	-		30	7	37	39,970	9,993	49,963	0%
204.16-23	Traffic Signal Optimization & Demand Management	6/30/2025	DTS	Consultant support	400,000	100,000	500,000				31,879	7,970	39,849	368,121	92,030	460,151	8%
204.02-21	Planning for Improved Resilience to Coastal Hazards Through Green Infrastructure	12/31/2023	DLNR		200,000	50,000	250,000	-	-		72,997	18,249	91,246	127,003	31,751	158,754	36%
204.03-21	Multimodal Mobility Hub Planning Study Phase I	12/31/2024	DLNR		100,000	25,000	125,000	16,862	4,215	21,077	75,808	18,952	94,760	24,192	6,048	30,240	76%
203.18-19	Energy Conservation Emissions Reduction Plan	12/31/2024	DTS/OCCSR		400,000	100,000	500,000	-	-		206,731	51,683	258,414	193,269	48,317	241,586	52%
204.06-21	Multi-Modal Transit Asset Management Plan Phase 2	7/29/2025	DTS		760,000	190,000	950,000	11,927	2,982	14,908	274,009	68,502	342,511	485,991	121,498	607,489	36%
203.19-20	Vision Zero Action Plan	6/30/2024	DTS	Consultant support	800,000	200,000	1,000,000	12,615	3,154	15,768	457,643	114,411	572,054	342,357	85,589	427,946	57%
203.19-20	Vision Zero Action Plan	6/30/2024	DTS	Staff time	208,000	52,000	260,000				37,850	9,463	47,313	170,150	42,537	212,687	18%
203.20-20	AV Planning Study	6/30/2023	HART	Work is complete. Awaiting billing.	40,000	10,000	50,000							40,000	10,000	50,000	0%