Welcome & Introductions

1. Approval of October 27 Committee Minutes* (page 2)

2. Passing of the Gavel and Review of OGL Program Bylaws

3. MARC Conflict of Interest & Whistleblower Policies (page 4)

4. VOTE*: Network Communications Support Contract (page 9)

5. VOTE*: ATMS Software Contract (page 10)


7. Hot Topic: HAWK signals in Kansas City Region - Discussion
   - This topic will cover elements such as countdown pedestrian heads and corresponding programming, best practice on timing and corresponding coordination with adjacent signals and feedback on comparing this application vs regular signal operation

8. 2023-2024 STP/CMAQ Call for Projects and Regional OGL Program Needs

9. 2020 Local Invoicing and 2021/2022 Agreements

10. MoDOT and Area Connected Vehicle Update (page 13)

11. Quarterly Operations Update (page 14)

12. Quarterly Budget Report (page 28)

13. Draft CCTV Recording Policy (page 30)

Other Business

Next Regularly Scheduled Meetings: Mondays, April 27, July 27, October 26, 2020

Adjournment

*Action Items

Getting to MARC: Information on transportation options to the MARC offices, including directions, parking, transit, carpooling, and bicycling, can be found online. If driving, visitors and guests should enter the Rivergate Center parking lot from Broadway and park on the upper level of the garage. An entrance directly into the conference area is available from this level.

Parking: Free parking is available when visiting MARC. Visitors and guests should park on the upper level of the garage. To enter this level from Broadway, turn west into the Rivergate Center parking lot. Please use any of the available spaces on the upper level at the top of the ramp.

Special Accommodations: Please notify MARC at (816) 474-4240 at least 48 hours in advance if you require special accommodations to attend this meeting (i.e., qualified interpreter, large print, reader, hearing assistance). MARC programs are non-discriminatory as stated by Title VI of the Civil Rights Act of 1964. For more information or to obtain a Title VI Complaint Form, call 816-474-4240 or visit our webpage.
Welcome & Introductions
The meeting started at 1:35. Kevin Manning, Chair, welcomed all and conducted introductions.

1. **July 22, 2019 committee minutes** – Andrew Morrow made a motion to accept the minutes. The motion was supported and approved unanimously.

2. **Two-minute agency updates**
   - FHWA has eliminated the patented and proprietary products rule effective this week, so that there is no longer a requirement to do a Public Interest Finding when using federal funds to purchase these items.
   - KDOT has an open call for HSIP intersection projects for 2022 funding. This can include off-system intersections.

3. **Election of Vice Chair** – Kevin Manning nominated Andrew Morrow. The nomination was supported and approved unanimously. Sol Moinuddin will be chair and Andrew vice chair in 2020.

4. **2020 Committee Meeting Schedule** – Mondays at 1:30 PM, January 27, April 27, July 27, October 26

5. **2020 Work Plan** – Ray Webb highlighted a few items. Technology plan largely complete. The ATMS Software System Engineering work will continue into next year. Signal timing plan is for agency review and suggestions are welcome.

6. **Regional ATMS System Engineering Project Status** – Barry Viss updated the committee. Proposals were received from Econolite, Intelight, and TransCore. Interviews were held October 10. The three vendors
have set up bench test demo systems for agencies to review through November 14. Econolite had a representative present for question and answer October 22. TransCore will have someone present October 30 and Intelight November 5. Barry offered some thoughts on some of the pros and cons of each team and proposal. Scoring may be revised for each proposal based on interviews and bench test interactions and the selection sub-committee will need to choose one by November 21. The official selection will need to be delayed for the full steering committee and then MARC Board to approve the selection. Our current budget and balance of funds should allow us to proceed with any of the vendors.

7. **US-71 and Prospect Traffic Responsive System** – Cedrick Owens met with MODOT and Olsson at the intersections to check some hardware requirements. Olsson will be providing an updated estimate based on the findings.

8. **OGL Technology Plan** – Blake Hansen gave a presentation to the committee on the updated Technology Plan. This plan plots out a replacement schedule of various network components as they age so that equipment is proactively upgraded, and costs of replacement are distributed through the years appropriately.

9. **Olathe and MoDOT 3rd Party Signal Data Sharing** – Noel Forrester updated the committee on Olathe’s status with TTS, Connected Signals, and Live Traffic Data (LTD). Connected Signals provides data to users with a mobile phone app that seems to work well and LTD provides signal performance measures to the City that they do find useful. MODOT recently started releasing their data from the MARC TransSuite system to TTS also. Mission, Merriam and Fairway will also be enabling their signals to TTS soon.

10. **MO CMAQ-KCMO, Blue Springs and Grandview Construction Project** – Scott Cutshall updated the committee. The work is complete with only some paperwork remaining. Seven signals in Blue Springs and five in Grandview were brought onto the system and 30 CCTV cameras were installed for KCMO. Construction cost was approximately $434,000.

11. **CMAQ 2021/22 OGL Project** – Ray Webb reminded the committee about this project and that CMAQ funding is available October, 2020. Leawood is to receive fiber along 135th, KCK, Merriam, Belton, Independence, MODOT, Raymore, Lees Summit and North Kansas City all were part of the MARC application for funds that will be used, depending on the agency request, for signal controllers, vehicle detection and CCTV. If these agencies have any questions they should contact Ray.

12. **Quarterly Operations Update** – OGL staff highlighted a few operations items. In addition:

   - Merriam will be adding 3 signals on 67th soon, utilizing OGL wireless to Scout fiber
   - Lees Summit Rd and Shawnee Mission Pkwy are scheduled for coord updates soon
   - Cybersecurity reminder: please let OGL know if a TransSuite user leaves employment at your agency
   - TransCore conference call reminder: all agencies are invited, typically 3rd Thursday, 1:00 PM
   - Detection reminder: some agencies may benefit from increased dialog with OGL staff about tracking detector malfunctions

13. **Quarterly Budget Report** – As of the end of the quarter the balance of local funds available is $827,173. Invoices to agencies should be expected early 2020.

**Next Regularly Scheduled Meetings:** January 27, April 27

**Adjournment** – Meeting was adjourned at 2:57 PM
Mid-America Regional Council
Whistleblower Policy

Policy Objective:
MARC is committed to lawful and ethical behavior in all of its activities and requires all staff to act in accordance with all applicable laws, regulations and policies and to observe high standards of business and personal ethics in the conduct of their duties and responsibilities.

This policy is intended to:
- Encourage individuals to bring ethical or legal violations to the attention of an internal or external authority so that action can be taken to resolve the problem.
- Establish guidance and procedures for staff (paid and volunteer) or others to report illegal, unethical or inappropriate behaviors or practices, in good faith, without fear of retribution.
- To provide a constructive process for individuals to report issues of concern.
- Emphasize the importance of adherence to MARC’s standards of conduct.

Overview:
A whistleblower is a person (often an employee) who raises a concern about serious wrongdoing occurring in an organization. Examples of misconduct that might lead to whistleblowing include the violation of laws, rules or regulations; fraud, mismanagement or corruption; or direct threats to the public interest, such as health or safety violations.

In general, whistleblowing refers to reporting misconduct outside the normal chain of command. Most workplace issues are, and to the extent possible, should be resolved by working with direct supervisors and department directors as described in the Issues Resolution policy. However, if an individual, acting in good faith, has reasonable grounds for believing that serious wrongdoing is taking place that has not been addressed or cannot be addressed through normal channels, he or she has the option of “whistleblowing” without fear of retribution.

Examples of the types of situations a whistleblower might report may include, but are not limited, to the following:
- A violation of law.
- Questionable accounting or monitoring practices.
- Discrimination based on protected classes.
- Fraud, waste or mismanagement.

Examples of problems that can be addressed through normal issues resolution procedures may include, but are not limited, to the following:
- Disagreements or misunderstandings between employees.
- Issues related to employment or working conditions.
- Personality conflicts.
- Working relationships between employees or employees and supervisors.

See the Issues Resolution policy for more information.

Reporting Procedures
Individuals may report misconduct, without fear of retribution, through the following procedures:
- For internal employee relations issues, seek assistance from supervisors, department directors or Human Resources staff as described in the Issues Resolution policy.

Updated October 2013
• For issues related to harassment, immediately report to a supervisor, department director, executive director or Human Resources as described in the Harassment-Free workplace policy.

• For all other issues related to suspected fraud, theft, harassment or other illegal activity, contact a supervisor, department director, executive director or call the “WeTip” hotline at 1-800-782-7463 or go online to www.wetip.com.

• For issues related to suspected mismanagement or waste of American Recovery and Reinvestment Act (ARRA) funds, call 1-877-392-3375 or go online to www.recovery.gov.

After the Report:

Response procedures for whistleblower reports will vary according to how the report was made.

• Reports related to ARRA funding will be addressed by the U.S. Recovery Accountability and Transparency Board.

• Reports to the “WeTip” hotline are forwarded to designated members of MARC’s management team (i.e., the Executive Director, Finance and Administration Department Director, Human Resources Manager, and MARC Board Chair) for review and resolution.

All reports will be acknowledged promptly and handled with due care and diligence. Those who receive the reports have the full authority to investigate all concerns raised, and may use other resources such as legal counsel, accountants, private investigators or others as reasonably necessary to conduct a full and complete investigation. Reports and concerns will be kept confidential to the extent possible.

If a report is found to be of merit or is substantiated, MARC management will take appropriate steps and will adhere to the federal rules for that grant, if applicable. No employee who, in good faith, makes a whistleblowing report will be threatened, discriminated against or otherwise subject to any retaliation or adverse employment consequences. Any staff member who attempts to retaliate against someone who reported a concern in good faith may be subject to discipline.

Allegations that prove to have been made maliciously, recklessly, with gross negligence, or with the foreknowledge that the allegations are false, will be viewed as a serious offense and may result in disciplinary action against the reporting employee.

Any situation involving an issue relating to harassment should be reported immediately to the employee’s supervisor, department director, executive director or Human Resources. Specific information relating to MARC’s policy regarding a harassment-free workplace can be found on the MARC intranet under Policies. Complaints of this nature are taken very seriously and will be fully investigated.

Updated October 2013
Mid-America Regional Council  
Conflict of Interest Policy  
Governing all Boards, Commissions, Committees and Subcommittees

The Mid-America Regional Council (MARC) is dedicated to building a stronger metropolitan region by promoting regional cooperation and developing innovative solutions to regional challenges. MARC strives to operate in an open and transparent way that inspires confidence that the organization is an effective steward of public resources. The purpose of this conflict of interest policy is to ensure that participants on the MARC board and committees have clear guidance when a participant in any MARC decision-making process could have a conflict of interest and what the appropriate action would be in those circumstances.

It is in the best interest of the MARC Board of Directors, Mid-America Head Start and all other boards, commissions, committees and subcommittees to be aware of and properly manage all conflicts of interest and any appearances of conflicts of interest. This conflict of interest policy is designed to help directors, officers, employees and volunteers identify conflicts of interest and disclose them to the appropriate authority. It is also designed to provide a procedure to appropriately manage conflicts in accordance with legal requirements and the goals of accountability and transparency in all MARC operations.

The MARC Board, and boards that work through MARC such as the Mid-America Solid Waste Management District, make decisions in a number of program areas that impact the availability of federal, state and local government funds and private contributions. This conflict of interest policy is intended to support those decision-making processes.

This policy is intended to supplement but not replace any state or federal laws that govern conflicts of interest in public, non-profit, and charitable organizations.

1. Interested Person

Any member of a MARC board, commission, committee or subcommittee charged with decision-making or making recommendations for funding, who has a direct or indirect financial interest, as defined below, is an interested person.

2. Financial Interest Defined

A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:
   a. An ownership or investment interest in any entity with which MARC has a transaction or other financial arrangement,
   b. A compensation arrangement with MARC or with any entity or individual with which MARC has a transaction or arrangement, or
   c. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which MARC is negotiating a transaction or arrangement.

Conflict of Interest Policy – Updated May 2017
For purposes of this policy, “family members” includes spouses, parents, children, and siblings (including those related by marriage), as well as significant others and any other person who resides with the committee/board member.

3. Procedure

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the conflict of interest to members of the committee considering the proposed action or recommendation.

A person who has a conflict of interest in a certain matter shall not participate in the discussion of that matter except to disclose material facts and to respond to questions. Such person shall not attempt to exert his or her personal influence with respect to the matter, either at or outside the meeting.

The interested person shall abstain from any votes on funding recommendations, contracts or transactions in which there is an interest as defined above, and shall abstain from any votes for all meeting minutes or other records of the meeting.

4. Gifts, Gratuities and Entertainment

MARC committee members and directors shall avoid accepting, directly or indirectly, any rebate, gift, money or anything of monetary value from an organization or vendor that could benefit from a MARC committee action regarding funding recommendations, vendor selection or other transactions. From time to time, vendors may pay for meals apart from a bid process.

5. Committee Representation

MARC makes decisions on federal and state funding that benefits local communities within the Kansas City region. The MARC Board and many of its committees are composed of local officials representing the communities that may benefit from MARC Board decisions. It is not a conflict of interest for a board member or a committee member, who are also elected officials or local government staff members, to advocate for or vote on issues that will affect their jurisdiction. If an elected official serves on another public board by virtue of their elected office, it is not a conflict of interest for that elected official to participate in discussions and vote on matters affecting that other public body.

In the past, smaller communities have at times been represented by consulting engineers on committees which rely on both technical and community considerations to make funding recommendations. Private consultants or other private parties shall abstain from any discussion or vote on all matters before the committee that might pose a conflict of interest due to a relationship between the project applicant and the private consultant. The private consultant or party should limit any participation in discussion to answering questions asked by other committee members. Individual committees may adopt specific procedural requirements for participation by members and others present at meetings.
6. Disclosure, Notification, and Review Policy

Each director, officer, and committee member shall disclose any relationships, positions or circumstances in which he or she is involved that he or she believes could contribute to a conflict of interest when and if such situations arise.

If a board member or committee member is unsure as to whether or not a conflict of interest exists, it is their responsibility to consult a MARC staff member associated with that committee to make a determination. If after such consultation, the individual is still unsure, then a determination will be made by the executive director of MARC.

If the board of directors, the Head Start Policy Council or other commission or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, that body shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

If such a report is made regarding a member of the board, committees or commissions, the following steps will be taken:

- MARC staff, including the Executive Director, will review the information and attempt to clarify if a conflict of interest exists or if additional information is needed. MARC staff will contact the board/committee member and discuss the issue. In most cases, the issue may be one of clarifying a relationship or disclosing it for future decision-making processes.

- If the conflict is one that could raise questions by funding agencies or others regarding MARC's decisions, the issue will be discussed with the MARC board officers to determine appropriate disciplinary and corrective action.

This policy shall be distributed annually to all decision-making bodies associated with the Mid-America Regional Council, including but not limited to the Mid-America Head Start, for their review.

_Even if the document has a footer or header information, please do not return it._

_Adopted by the MARC Board of Directors, August 25, 2009 (Updated September 26, 2013 and May 23, 2017)
BOARD AGENDA ITEM

For: _X_ Board Agenda   __ Board Consent Agenda   _X_ Budget & Personnel   __ CSC

February 2020
Item No. x
Transportation & Environment Department

ISSUE:
VOTE: Authorization to enter into an agreement for the Operation Green Light (OGL) field network communications support contract for field network support services.

BACKGROUND:
Operation Green Light (OGL) is an initiative that helps state and local governments that own and operate traffic signals on regional arterial roadways work together to operate traffic signals to improve traffic flow, reduce excessive fuel consumption and reduce emissions. MARC staff currently assists in the management and operation of traffic signals for over 700 intersections in 26 jurisdictions throughout the region.

MARC owns and maintains an extensive field network to support the regional traffic signal control system. The network consists of over 1200 network devices ranging from the licensed 18Ghz microwave backhaul equipment to unlicensed radios at the traffic signals and various network switches and supporting equipment. The components of the network are located throughout the region in 16 locations on water towers and rooftops and at traffic signals. Due to the specialized nature of the work that includes tower climbing, bucket truck work, testing equipment and specialized technical skills, this work continues to be contracted. The contract with ETI, Inc. expires in March 2020.

On December 3, 2019, a Request for Proposal was released and closed on January 3, 2020. The RFP was advertised via DemandStar and MARC’s website as well as MoDOT’s LPA site. DemandStar notified 107 possible vendors. Proposals were received from C&C Group and Electronic Technologies, Inc.

ETI is recommended to be accepted to enter a contract with MARC by a selection committee using factors of experience, project approach, references and cost.

BUDGET CONSIDERATIONS
Funds for this purchase are included in the Operation Green Light operations budget. This procurement will be funded through Federal Grants administered by the Kansas and Missouri Departments of Transportation. Participating local governments provide matching funds for this grant.

RECOMMENDATION
Authorize the Executive Director to enter into an agreement with ETI, Inc. for the OGL field network support.

STAFF CONTACT
Ron Achelpohl
Ray M. Webb
ISSUE:
VOTE: Authorization to enter into a contract with TransCore ITS Inc. for the Operation Green Light Regional Traffic Signal System Software Support.

BACKGROUND:
Operation Green Light (OGL) is a MARC program that operates a regional traffic signal coordination program in partnership with local governments and the state departments of transportation in Kansas and Missouri. MARC staff currently assists in the management and operation of traffic signal timing for over 740 intersections in 26 jurisdictions throughout the region. MARC’s OGL program supports this shared software with on its server and supports combined 1500 traffic signals including the servers of Kansas City, Overland Park and Olathe.

The primary goal of this program is to coordinate traffic signal timing and operations to improve traffic flow, reduce fuel consumption and reduce emissions. As part of this work, OGL develops and implements traffic signal timing plans on all signalized intersections in the system and maintains and operates a wireless and fiber-optic communications network.

The region has utilized the system software “TransSuite” since 2005. While this software has met the needs of the region for years, regulations require systems to undergo a systems engineering review before continuing use of a system. During 2018 and 2019, the OGL agency partners assisted by the consulting firm Iteris, Inc., developed an extensive set of software requirements that would meet the needs of the region in which a variety of traffic signal controllers are utilized.

A request for information (RFI) process was undertaken between November 21, 2018 and January 30, 2019 that provided the regions traffic signal system information and requested proposals from interested traffic signal system software vendors. It resulted in five vendors presenting information about their traffic signal systems.

On August 22, 2019, MARC published a Request for Proposals (RFP) from vendors to provide traffic signal system software. A preproposal meeting was held on August 28, 2019. The RFP closed on September 17, 2019. Interviews were conducted on October 10, 2019 with three software vendors, Econolite, Intelight and TransCore. Vendors were asked to provide a test system that was set up in the Kansas City traffic operations center. Each vendors system was bench tested to verify against regionally developed system requirements. The bench testing concluded November 14, 2019.

The regions partners selected TransCore to provide the traffic signal software. The basis for the selection included mandatory and optional requirements as well as project approach, project team, cost, and references. The traffic signal system software is “the sole and exclusive property of TransCore”. Neither MARC nor its partners own this software but have purchased a regional license for the usage and operation of the software system by the OGL.
project partners. TransCore provides continued technical support including new functionality as well as software fixes and ongoing technical support to the OGL partners through this contracted service.

BUDGET CONSIDERATIONS
Funds for this purchase are included in the Operation Green Light operations budget. This procurement will be funded through Federal Grants administered by the Kansas and Missouri Departments of Transportation. Participating local governments provide matching funds for this grant.

RECOMMENDATION
Authorize the Executive Director to enter into a contract with TransCore ITS Inc. for Traffic Signal System Software Support Services for the Operation Green Light.

STAFF CONTACT
Ron Achelpohl
Ray M. Webb
ISSUE:
VOTE: Authorization to enter into a contract with consulting firms, Olsson and Iteris, Inc., for traffic signal timing and engineering support services for MARC’s Operation Green Light Program.

BACKGROUND:
Operation Green Light (OGL) is a regional traffic signal coordination and operations program involving local governments and the State Departments of Transportation in Kansas and Missouri. This initiative improves regional traffic flow, air quality and fuel consumption. As a key part of this work, OGL develops and implements traffic signal timing plans in cooperation with participating state and local governments and monitors real-time operations on roadway intersections in the system. Continued traffic signal timing and engineering support services will be integral to the successful operation of the OGL program.

These services are needed to continue efforts to keep signal timing at its peak level of performance at the over 700 traffic signals that OGL currently supports for 26 agencies and over 1500 traffic signals supported by the regional software.

MARC has contracted with Olsson since 2016 which expires March 2020. MARC issued an RFQ November 18, 2019 and recently conducted interviews that included Olsson, WSP, Bartlett & West, Walter P. Moore and Iteris, Inc. A selection committee comprised of key OGL partners selected two firms, Olsson and Iteris, Inc. based on advertised selection criteria. Olsson has performed key work for the program and was selected as well as Iteris Inc. This provides the region the ability to respond to peaks of regional needs for additional signal timing and engineering capacity.

BUDGET CONSIDERATIONS
Funds for this purchase are included in the Operation Green Light operations budget. This procurement will be funded through Federal Grants administered by the Kansas and Missouri Departments of Transportation. Participating local governments provide matching funds for this grant.

RECOMMENDATION
Authorize the Executive Director to enter into a contract with Olsson and with Iteris Inc., for Traffic Signal Timing and Engineering Support Services for the Operation Green Light Program.

STAFF CONTACT
Ron Achelpohl
Ray M. Webb
Traffic Technology Services, Inc. (TTS) is an information service provider for connected vehicle applications. Through a partnership and data authorization agreement with TTS, the Mid-America Regional Council (MARC) will provide a connected vehicle solution through the TTS service, Personal Signal Assistant®.

Existing System

Operation Green Light (OGL) is a cooperative effort to improve the coordination of traffic signals and incident response on major routes throughout the Kansas City area on both sides of the state line. This helps reduce unnecessary delay, improve traffic flow and reduce emissions that contribute to ozone pollution. The MARC traffic management system utilizes the TransCore TransSuite TCS, which includes 741 signalized intersections networked to the MARC servers. In total, 29 agencies in the region contribute intersections to the OGL. TTS is currently working with 4 agencies, including MoDOT, totaling 395 intersections.

Technology Approach

TTS utilizes MARC’s vendor, TransCore, to connect the OGL TransSuite TCS to TTS servers. TransCore has developed the interface based on a TTS API, which is directly embedded into the TransSuite TCS. The data feed is a HTTP web service, utilizing TCP RESTFUL protocol for safe and efficient transfer of data through a MARC firewall. The data packets between the MARC and TTS servers are very small; requiring less than 1 Mbps bandwidth.

Agency Benefits

Participating MARC agencies will receive performance metric reports from TTS, summarizing signal performance and connected vehicle crossings. These performance metrics will help traffic engineers identify and quantify problem locations to improve traffic signal timing operations. This is provided at no-cost to participating agencies.

End User Impacts

TTS customers use the service to implement their connected vehicle applications. Audi drivers will receive information on the traffic signals, providing information on the remaining time-to-green or the suggested speed to avoid stopping. Sygic app users will receive similar information through the app, SDK, or via eligible Android Auto or Apple CarPlay systems.
Mid-America Regional Council’s Quarterly Report For Operation Green Light

4th Quarter 2019 Report
January 27th, 2020

Prepared For:
OGL Steering Committee

Prepared By:
OGL Operations Team
# Table of Contents

List of Figures .................................................................................................................. iii
Introduction ....................................................................................................................... 1
Operations Summary ........................................................................................................ 1
  Notes on Operations Summary ....................................................................................... 2
  System Hardware/Software Activities/Issues ................................................................. 2
  Interagency Coordination ............................................................................................... 3
Additional Statistics ......................................................................................................... 5
  OGL Network Pod Diagram .......................................................................................... 5
  Repair Tickets by Network Pod ...................................................................................... 6
  Repair Tickets by Equipment Type ................................................................................ 7
  Repair Ticket Statistics by Severity Level ...................................................................... 8
  Summary of Critical Events ........................................................................................... 9
  Preventative Maintenance .............................................................................................. 9
  Incident Management ................................................................................................... 9
Traffic Signal Event Tracking ............................................................................................ 11
List of Figures

Quarterly Repair Ticket Statistics by Month ................................................................. 4
Figure 1 – Quarterly Repair Ticket Statistics by Month .................................................. 4
Additional Repair Ticket Details: .................................................................................. 4
Figure 2 – Monthly Repair Ticket Statistics / Prior 15 months ........................................ 4
Figure 3 – OGL Network Pod Diagram .......................................................................... 5
Figure 4 – Repair Tickets by Network Pod ................................................................. 6
Figure 5 – Repair Tickets by Network Pod / Year – to – date ....................................... 6
Figure 6 – Repair Tickets by Equipment Type ............................................................ 7
Figure 7 – Repair Tickets by Equipment Type / Year – to – Date ................................... 7
Figure 8 – Repair Ticket Statistics by Severity Level ....................................................... 8
Figure 9 – Repair Ticket Statistics by Severity Type / Prior 15 months ....................... 8
Introduction

Operation Green Light (OGL) is a bi-state regional effort to improve traffic flow and reduce vehicle emissions. Managed by the Mid-America Regional Council (MARC), Operation Green Light works with federal, state and local agencies to operate a program that coordinates traffic signal timing and communication between intersections across jurisdictional boundaries.

This report details the work performed on the Operation Green Light communications network during the 4th Quarter of 2019 and highlights of signal timing and agency coordination. OGL currently monitors/operates 739 signals and manages over 1200 network devices. These devices include intersection controllers, wireless radios, switches, cameras, routers, serial-to-IP converters and servers. For more information on the program, visit http://www.marc.org/Transportation/Commuting.

Operations Summary

A summary of the operational results and activities of the OGL program staff during the reporting period is presented below.

Repair tickets

- OGL staff actively responded to 13 repair tickets. OGL uses the repair tracking database to manage work orders and billing for the contractor, but currently doesn’t differentiate between normal repair work and radio upgrades.

Corridor/Signal Timing Efforts

- 12/10 – 12/11 – New AM and PM peak plans were implemented on Shawnee Mission Pkwy through Shawnee, Merriam, OP, and Mission, KS.
- 12/19 – 12/20 – New coordination plans were implemented on M152 at Booth and Shoal Creek.

Training Sessions/Panels/Events

- 10/2 – 10/4 – Ray Webb and Cedrick Owens attended MoVITE in Des Moines, IA
- 10/22 – Barry Viss attended an Econolite Eos firmware training in OP, KS
- 11/14 – Cedrick Owens and Ray Webb attended the KCITE meeting in KCMO
- 12/18 – Barry Viss gave a presentation for Leadership South KC

Additional Information

- OGL staff set up and scheduled the Miovision equipment to conduct 17 counts. Most of these were 13-hour turning movement counts and the remaining were 24-hour ADT counts.
Notes on Operations Summary

1. Repair ticket levels used by OGL staff are defined in Exhibit I Scope of Services as follows:
   - Minor – investigate and resolve communication problem within 5 business days, weather permitting
   - Major – investigate and resolve communication problem within 2 business days, weather permitting
   - Critical – investigate and resolve communication problem within 24 hours, weather permitting

System Hardware/Software Activities/Issues

The following list represents major software or hardware activities performed during the 4th Quarter of 2019:
   - 12/17 – TransSuite was updated to 19.8.1
Interagency Coordination

During the 4th Quarter, OGL staff participated in the following interagency activities:

- 10/2 - 4 – Cedrick and Ray attended the Fall MoVITE meeting
- 10/10 – OGL and numerous agency staff held OGL ATMS Software interviews
- 10/11, 10/23 – OGL, BPU, and KCK staff met to discuss ongoing projects and operations
- 10/16, 10/31 – OGL and Olsson held bi-weekly conference calls for contract work
- 10/21 – Cedrick Owens met with Olsson staff to discuss Traffic Responsive operations for US-71 signals in KCMO
- 10/21, 10/28 – Barry Viss worked at the KCMO TMC
- 10/24, Meeting with KCK regarding 47th Street Pavement Marking Project
- 10/22 – OGL staff attended the Econolite ATMS Bench test demo
- 10/28 – OGL team helped lead the July OGL Steering Committee meeting
- 10/28 – OGL steering committee meeting held at MARC
- 10/29 – OGL staff met with GBA staff to discuss Roe Blvd communications design in Roeland Park
- 10/30 – OGL staff attended the TransCore ATMS Bench test demo
- 10/30 – Ray presented along with KC Scout at the Road Gang meeting
- 10/31 – OGL staff and MoDOT staff met to discuss the TTS Statewide project
- 10/31 – Chris Jenkins attended the KCMO City Manager’s Camera Coordination committee meeting
- 11/4, 11/12, 11/18, 11/25 – Barry Viss worked at the KCMO TMC
- 11/4 – Ray attended the Engineers Club of Kansas City (ECKC) meeting, speaker Quinton Lucus
- 11/5 – OGL staff attended the Intelight ATMS Bench test demo
- 11/5 – Cedrick Owens met with Olsson staff at K7 signals in KCK to investigate advance detection setup and installation
- 11/13, 11/26 – OGL and Olsson held bi-weekly conference calls for contract work
- 11/14 – Ray attended the KCITE meeting, MoDOT and KDOT transportation plans
- 11/14 – OGL hosted staff from MARC and KC Scout to discuss traffic incident mgt
- 11/15 – OGL, MoDOT, and GBA staff met to discuss future fiber communications along M9 in Parkville
- 11/19 – 11/20 – OGL, OP, & Lenexa staff traveled to Lincoln and Omaha, NE to discuss ATMS integration and operations
- 11/21 – OGL staff participated in the OGL Regional TransSuite Monthly Status meeting
- 11/25 – OGL and many member agency staff met to discuss ATMS Software Bench test results
- 11/26 – OGL staff held a Pre-Proposal meeting for the OGL Field Communications Maintenance RFP
- 11/27 – Ray attended the conference call for the MoDOT / TTS project
- 12/2 – Ray attended the ECKC meeting, topic Hyperloop
- 12/2, 12/9, 12/16 – Barry Viss worked at the KCMO TMC
- 12/4, 12/18 – OGL, BPU, and KCK staff met to discuss ongoing projects and operations
- 12/5 – OGL staff met with Olsson staff to discuss Miovision Connect Travel Time processes
- 12/11 – OGL and Olsson held bi-weekly conference calls for contract work
- 12/12 – OGL and Lees Summit staff met to discuss adding Chipman Rd to OGL
- 12/18 – Barry presented an OGL overview to the Leadership South KC chamber of commerce group
- 12/19 – OGL staff participated in the OGL Regional TransSuite Monthly Status meeting
Quarterly Repair Ticket Statistics by Month
In the 4th Quarter of 2019, OGL staff created and responded to 13 repair tickets in the Kansas City area.

Figure 1 – Quarterly Repair Ticket Statistics by Month

Additional Repair Ticket Details:

Figure 2 – Monthly Repair Ticket Statistics / Prior 15 months
Figure 2 shows the number of repair tickets that OGL staff responded to for the last 15 months. It is intended to show long-term trends in incidents that are occurring on the OGL network.
Additional Statistics

OGL Network Pod Diagram

Figure 3 shows the overall design of the OGL Network and Pod Locations. It is noted that the different color of lines between the Pods are representing the different type of network connections. A black line represents an FCC licensed link, an orange line represents a fiber optic connection, and a light blue line represents an unlicensed radio link. The OGL network now has 2 wireless rings as seen in the diagram.

Figure 3 – OGL Network Pod Diagram
Repair Tickets by Network Pod

OGL staff is continually working on improving the reliability of the OGL network. Therefore, staff monitors and tracks which network pods continually have incidents. Figure 4 shows the number of repair tickets for each Pod and Figure 5 shows the number of repair tickets year-to-date for each Pod.

Figure 4 – Repair Tickets by Network Pod

Figure 5 – Repair Tickets by Network Pod / Year – to – date
Repair Tickets by Equipment Type

Figure 6 – Repair Tickets by Equipment Type

Figure 6 shows the number and percentage of incidents that occur for each equipment type for the quarter.

Figure 7 – Repair Tickets by Equipment Type / Year – to – Date

Figure 7 shows the percentage of repair tickets year – to – date for each equipment type.
Repair Ticket Statistics by Severity Level

Figure 8 – Repair Ticket Statistics by Severity Level

Figure 8 shows the number and percentage of incidents by severity level for the quarter.

Figure 9 – Repair Ticket Statistics by Severity Type / Prior 15 months

Figure 9 shows the number of incidents by severity type that OGL staff has managed in the last 15 months.
Summary of Critical Events

The OGL staff responded to 2 critical events during the 4th Quarter of 2019.

On 12/3, the backhaul link between Pod5 KCMO City Hall and Pod6 Barry Rd went down for unknown reasons while also the UPS at Pod4 Doidgion Water tower experienced an outage. With both issues, network communication to all of the signals in Independence, Liberty, Gladstone, and northern parts of KCMO, were impacted.

OGL staff were able to troubleshoot and get the UPS working again to reestablish communications to all the affected areas. While investigating the backhaul link, it was determined that the radios at both sides of the link needed to be replaced. The defective units were swapped out and sent back to the manufacturer for testing and repair.

Preventative Maintenance

Each year at the Pod locations for the OGL network, preventative maintenance is performed according to Exhibit I Scope of Services.

No Preventative maintenance was completed during the 4th quarter.

Incident Management

FHWA’s Congestion Report estimates the following causes of congestion on US roadways:

<table>
<thead>
<tr>
<th>Cause</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bottlenecks</td>
<td>40%</td>
</tr>
<tr>
<td>Traffic Incidents</td>
<td>25%</td>
</tr>
<tr>
<td>Work Zones</td>
<td>10%</td>
</tr>
<tr>
<td>Bad Weather</td>
<td>15%</td>
</tr>
<tr>
<td>Special Events</td>
<td>5%</td>
</tr>
<tr>
<td>Poor Signal Timing</td>
<td>5%</td>
</tr>
</tbody>
</table>

Noticing that Traffic Incidents, Work Zones, Bad Weather, and Special Events account for approximately 55% of congestion, OGL has increased our focus on responding to these types of events. When traffic patterns are abnormal, signal timing can often be adjusted to reduce the impact. The CCTV system is necessary for these efforts. OGL maintains a Genetec Security Center software system and necessary servers in order to be able to view the cameras owned by many of the local agencies in the region.

OGL staff tracked 223 incidents in the fourth quarter of 2019. These consisted of weather events, crashes or roadwork events (either on the interstate system or on surface streets) or other abnormal events that impacted traffic flow. Of these events, OGL staff made operational changes to traffic signals for 188 of them. The remainder resulted in communication with KC Scout or the agency involved or monitoring of the situation only.
Some examples include:

A design-build project by MoDOT on I-435 was completed on the south side of the metro. OGL staff continued to monitor this corridor and alternate routes commuters are using and making timing adjustments. This quarter there were frequent changes to the I-435 & Wornall interchange to respond to lane closures on Wornall.

The Kansas Ave corridor work in Liberty is finishing up. OGL staff continued to monitor this corridor and made timing adjustments as needed in response to lane closures in the fourth quarter. Now that the work is largely complete traffic congestion is noticeably improved.

Holiday schedules were updated for 39th St in Independence and Barry Rd in KCMO.

Starting December 2, a large storm water project has impacted SW Blvd between Eaton and 31st St in KCK. OGL staff made changes to the signals in response.

On December 10 I-35 NB was closed at 67th St due to a fatality crash. OGL staff responded by making changes to the 67th St ramps and a few other intersections in the area to assist diverting traffic.
# Traffic Signal Event Tracking

<table>
<thead>
<tr>
<th>Issue</th>
<th>Jurisdiction</th>
<th>Count</th>
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<tbody>
<tr>
<td>All Directions Dark</td>
<td>MODOT</td>
<td>1</td>
</tr>
<tr>
<td>All Directions Flashing</td>
<td>Belton</td>
<td>5</td>
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<tr>
<td></td>
<td>Blue Springs</td>
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<tr>
<td></td>
<td>Independence</td>
<td>1</td>
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<tr>
<td></td>
<td>Lenexa</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>Liberty</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Merriam</td>
<td>4</td>
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<tr>
<td></td>
<td>MODOT</td>
<td>35</td>
</tr>
<tr>
<td></td>
<td>Raymore</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>UGOVT</td>
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<td>Conflict with opposing phase</td>
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<tr>
<td>Cycling improperly</td>
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<tr>
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<tr>
<td></td>
<td>Gladstone</td>
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<tr>
<td></td>
<td>Leawood</td>
<td>2</td>
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<td>Lees Summit</td>
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<tr>
<td></td>
<td>MODOT</td>
<td>22</td>
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<td></td>
<td>Independence</td>
<td>10</td>
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<td></td>
<td>UGOVT</td>
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<td>Green Time too short</td>
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<td>Bonner Springs</td>
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<tr>
<td></td>
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<td></td>
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<td>Intersection not running Correct plan</td>
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<td>NKC</td>
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<td>UGOVT</td>
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<td></td>
<td>Phase Backing Up</td>
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<tr>
<td></td>
<td>Poor Progression</td>
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<td>Leawood</td>
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<tr>
<td></td>
<td>Lees Summit</td>
<td>1</td>
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<td></td>
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<td></td>
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<td></td>
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<td></td>
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<tr>
<td></td>
<td>Belton</td>
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<tr>
<td></td>
<td>Lenexa</td>
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<tr>
<td></td>
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<tr>
<td></td>
<td>Merriam</td>
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<tr>
<td></td>
<td>MODOT</td>
<td>19</td>
</tr>
<tr>
<td></td>
<td>Lees Summit</td>
<td>7</td>
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<tr>
<td></td>
<td>Prairie Village</td>
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<table>
<thead>
<tr>
<th>Issue</th>
<th>Jurisdiction</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Traffic Signal Event Tracking</td>
<td></td>
<td>Total</td>
</tr>
</tbody>
</table>
MARC’s OGL program operates from STP Federal revenues on a reimbursement basis from MoDOT and KDOT who administer the funds. The local match for 2019-2020 is collected annually with a two year agreement which coincides with the time frame of the two year MoDOT and KDOT STP Federal funding agreements.

STP funds are allocated prior to the regional STP/CMAQ call for projects process that occurs every two years. It is the responsibility of the OGL Steering Committee to approve the budget for the program. The budget is then authorized by MARC’s Total Transportation Policy Committee (TTPC).

Local funds from 26 agencies are combined with federal STP funds to comprise the total operations budget. The federal to local funding split is approximately 50/50. Reimbursement of federal funds from MoDOT and KDOT are at 80% federal, 20% local rate. In Kansas, all agreements are in the form of a single combined agreement for the 15 agencies. The Missouri agreements are by individual agencies.

**Budget Summary:**
- All invoices for 2019 have been collected
- Total funds for 2020 to be collected is $320,000. KCMO funds for 2020 were collected in 2019
- Legal fees are high due to help with the data sharing, operations and video policy agreement work
- The funds available of $314,164.75 is the remaining local funds from the previous budget cycle
- Local OGL #65377 (deferred balance) of $56,419.02 is a separated local funds for expenses not covered by STP funds
- Ending balance of local funds is $751,277.15
# Mid-America Regional Council (MARC)

**MO & KS OGL Operations #65220**

2-Year Budget Period Beginning April 1, 2019

<table>
<thead>
<tr>
<th>Expenses</th>
<th>Two-Year Program Budget</th>
<th>Cumulative Balance (yet to be spent)</th>
<th>% Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries, Fringe Benefits, Indirect Costs</td>
<td>$1,370,206.00</td>
<td>$973,812.98</td>
<td>28.9%</td>
</tr>
<tr>
<td>Consultants/Contracted Services</td>
<td>574,711.27</td>
<td>253,462.77</td>
<td>55.9%</td>
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<tr>
<td>Legal Fees</td>
<td>10,000.00</td>
<td>3,899.60</td>
<td>61.0%</td>
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<tr>
<td>Meeting/Travel (In/Out of Region &amp; Registration)</td>
<td>8,330.00</td>
<td>3,449.87</td>
<td>58.6%</td>
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<tr>
<td>Rent</td>
<td>17,800.00</td>
<td>12,639.84</td>
<td>29.0%</td>
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<tr>
<td>Telephone/Maint. (Internet, mobile, ConferSave, USB modem)</td>
<td>16,000.00</td>
<td>10,996.75</td>
<td>31.3%</td>
</tr>
<tr>
<td>Miscellaneous (classified ads)</td>
<td>1,110.20</td>
<td>5,845.00</td>
<td>26.9%</td>
</tr>
<tr>
<td>Insurance</td>
<td>8,000.00</td>
<td>88.27</td>
<td>11.7%</td>
</tr>
<tr>
<td>Postage</td>
<td>100.00</td>
<td>11.73</td>
<td>11.7%</td>
</tr>
<tr>
<td>Equipment/Computer/Supplies</td>
<td>231,642.53</td>
<td>87,205.13</td>
<td>62.4%</td>
</tr>
<tr>
<td>Service Agreements</td>
<td>16,000.00</td>
<td>(533.32)</td>
<td>103.3%</td>
</tr>
<tr>
<td>Automobile Gas/Maintenance</td>
<td>14,000.00</td>
<td>11,720.19</td>
<td>16.3%</td>
</tr>
<tr>
<td>Professional Memberships</td>
<td>500.00</td>
<td>500.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Training</td>
<td>2,000.00</td>
<td>1,600.00</td>
<td>20.0%</td>
</tr>
<tr>
<td>Utilities</td>
<td>12,000.00</td>
<td>9,179.62</td>
<td>23.5%</td>
</tr>
</tbody>
</table>

**Total Expenses** | $2,282,400.00 | $1,373,866.70 | 39.8% |

<table>
<thead>
<tr>
<th>Revenues (Reimbursement from DOTs at 80/20)</th>
<th>Two-Year Program Budget</th>
<th>Cumulative To Date</th>
<th>Balance</th>
<th>% Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>STP Funding, KDOT</td>
<td>$420,000.00</td>
<td>$218,048.00</td>
<td>201,952.00</td>
<td>51.9%</td>
</tr>
<tr>
<td>STP-Funding, MoDOT</td>
<td>980,000.00</td>
<td>508,778.68</td>
<td>471,221.32</td>
<td>51.9%</td>
</tr>
<tr>
<td>Local Govt Funding-Required 20% match</td>
<td>350,000.00</td>
<td>181,706.62</td>
<td>168,293.38</td>
<td>51.9%</td>
</tr>
</tbody>
</table>

**Total Revenues for Federal Grant** | $1,750,000.00 | $841,466.70 |

**Local Govt Revenue above 20% match** | $532,400.00 | $532,400.00 |

**Combined Revenues** | $2,282,400.00 | $1,373,866.70 |

**Local Government Revenues**

- Funds available from previous budgets | $314,164.75 |
- Funds collected for current budget period #65220 | 562,400.00 |
- Funds billed for current budget period not yet received. -
- Local Operation Green Light Program #65377 (deferred balance) | 56,419.02 |

**Total available** | $932,983.77 |

- Less: Amount for required match | (181,706.62) |
- Less: Amount above required match -
- Less: Transfer to 65377 -

**Ending Balance 11/30/2019** | $751,277.15 |

**Reserve/Emergency (local funds)** | $300,000.00 |
OPERATION GREEN LIGHT

Video Recording

OVERVIEW

Since 2008 OGL has utilized the Genetec video monitoring software. Since that time over the span of many projects, the system has grown from only viewing KC Scout cameras to hosting over 100 cameras in 11 jurisdictions. The system also connects with other Genetec systems in the region and shares video images. The OGL system is currently connected to 8 other systems. They are: KC Scout, Overland Park, Lenexa, Shawnee, KCK, NKC, KCMO and Merriam. Most recently using STP funds, 66 cameras were installed in 2015 with another 35 locations planned in 2018 using CMAQ funds. In 2010, the AARA project installed 56 CCTV’s. OGL staff has found it very beneficial using these cameras to monitor traffic across the region, identify detection issues and respond to incidents on the freeways and arterials. OGL staff has also been able to go back and look at recorded video on other systems when responding to a citizen inquiry or traffic signal malfunction that has been observed by staff, notified by the public or alerted from TransSuite.

DISCUSSION POINTS

➢ Policies and Procedures
  o Which cameras to record
  o Retention period–3, 7, 15, 30 days, etc. Different times for different agencies? MO / KS?
  o Video Requests by the public
  o Cameras repairs / cleanings
  o Network uptime / outages
➢ Video Quality
  o # of cameras
  o Minimum requirements – Frame rate, resolution, etc.
➢ Hardware
  o May need more RAM or processors for server
➢ Software
  o Additional federation licenses may be needed

PROPOSAL

The OGL Steering Committee requested MARC staff to begin discussing with agencies to get permission to record CCTV images to the OGL system and develop a base policy. OGL will develop policies and procedures to guide the use, transmission, and dissemination of these images in conjunction with the owning agencies. OGL will also have to discern what difference in law may pertain whether in Missouri or Kansas.

COST

The cost of implementing recording on the OGL Genetec Security Center system would be relatively low as minimal new server hardware or software would be needed. The only anticipated costs would
be for disk storage space for the recorded images. We are anticipating that this would be less than $3000. This does not take into account any staff time in the future for video requests or any other IT related time.

**NEXT STEPS**

**TO RECORD**
- KCK
- Gladstone
- Fairway
- Westwood
- Lee’s Summit

**NOT TO RECORD**
- MoDOT

**OTHERS**
- Lansing
- Independence
- Bonner Springs
- Mission

**IDENTIFY ISSUES**

Some issues will need to be identified related to the potential for additional burdens to the OGL staff and the costs to hire an attorney to finalize the policy.

**DRAFT POLICY:**

**WHEREAS,** Operation Green Light (“OGL) owns and operates an integrated wired/wireless network (“Network”); and

**WHEREAS,** such Network is composed of wireless radios, switches, routers, and servers; and

**WHEREAS,** such Network also has agency owned traffic intersection controllers, switches, traffic cameras, detection cameras and other network devices; and

**WHEREAS,** the monitoring and recording of such cameras can provide certain enhancements to the public health, safety and welfare, including, but not limited to, improved traffic flow on public streets, enhanced public safety and security during public events and when investigating crimes and vehicular crashes, and more effective emergency operations management during natural or man-made disasters; and

**WHEREAS,** the benefits of monitoring must be balanced against the right to be free of unwarranted intrusion into people’s lives and privacy; and
WHEREAS, in order to help OGL staff with determining the balance of the benefits of monitoring such cameras while insuring that the public has a reasonable expectation of privacy, these are the following guidelines

SECTION ONE: Purpose. The purpose of this policy is to provide guidance in the legal, responsible and effective use of video security and traffic cameras and recording equipment in public areas for the purpose of safety and traffic flow. The existence of this policy does not imply or guarantee that cameras will be monitored in real time or recorded 24 hours per day, seven days per week.

SECTION TWO: Guiding Principles. OGL staff and all users shall comply with all local, federal and state law applicable to the use of video cameras in public space. Camera use will be conducted within:

The following guiding principles shall be used by staff in the monitoring of the integrated video/camera network of OGL:

A. To ensure that there is no violation of a person’s reasonable expectation of privacy, video cameras shall be focused on public areas, agency streets, and the images shall not be used or disseminated improperly.

D. Information obtained through traffic intersection cameras, live video or recordings, will be used primarily to address traffic flow and congestion issues and for safety issues, but may be used for any official agency purpose. Information obtained through monitoring or recording will only be released and used in accordance with agency policy, or as required by law. OGL retains custody and control of all original video records. Video records will be stored securely and in accordance with applicable record retention guidelines. Comments or questions regarding the use of video security and traffic intersection cameras and recording equipment with the Agency should be addressed to the Agency.

E. Video recordings from the traffic intersection cameras shall be retained for \((\text{X})\) days and then will be automatically overwritten unless the video is retained as evidence or for official agency use and business as authorized in this resolution.

F. Agency-owned camera systems will not be utilized for proactive or routine traffic law enforcement.

G. Video recorded images will be stored in a secure location with access by authorized personnel only.

H. All video requests will be made to the agency and then sent to OGL for processing.

I. A person shall not use a camera for any private purpose unrelated to the person’s assigned duties.

J. It shall not be stated or implied that access to any camera indicates or guarantees that cameras are being constantly monitored in real time.