



**Transportation Coordinating Committee  
Friday, March 13, 2020  
10:30 A.M.  
Springview Government Center  
3130 East Main Street  
Room 151, 1<sup>st</sup> Floor**

**AGENDA**

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **MINUTES** (Attached) **Action**
- V. **FINANCIAL REPORT** (Attached)
  - a. Budget Status and Cash on Hand Report – February 2020 (Attached) **Action**
  - b. Summary of Expenses – February 2020 (Attached) **Action**
- VI. **ADMINISTRATIVE REPORT** (Attached)
  - a. FY2020 Planning Work Program
    - i. Amendment #2 Resolution 2020-D (Attached) **Action**
  - b. Prior Approval Request **Action**
- VII. **TRANSPORTATION PLANNING REPORT** (Attached)
  - a. FY2021 Draft Planning Work Program **Discussion**
  - b. FY2021-2024 Transportation Improvement Program **Discussion**
  - c. South Limestone Area Mobility Update **Discussion**
  - d. Other **Discussion**
- VIII. **SUBCOMMITTEE REPORTS**
  - a. Technical Advisory Committee **Discussion**
  - b. Local Officials, Government, and Citizens Advisory Committee **Discussion**
  - c. Human Services and Coordinated Transportation Advisory Committee **Discussion**
- IX. **OLD BUSINESS** (None)
- X. **NEW BUSINESS** (None)
- XI. **COMMUNICATIONS** (None)
- XII. **ADJOURNMENT** **Action**

Scott Schmid, *Transportation Director*  
Johnathan Burr, *Chair*  
Leann Castillo, *1<sup>st</sup> Vice-Chair*  
Dr. David Estrop, *2<sup>nd</sup> Vice-Chair*

Nancy Brown  
Bill Cook  
Daren Cotter

Dr. Richard Henry  
Howard Kitko  
Lisa McDonough

Lowell McGlothlin  
Matt Parrill  
Rob Rue

**MINUTES**

The meeting was called to order by Chairman Elmer Beard.

**Those Members Present:** John Burr, Leann Castillo, Bill Cook, Daren Cotter, Dr. David Estrop, Dr. Richard Henry, Howard Kitko, Lisa McDonough, Lowell McGlothin, and Rob Rue

**Those Alternates Present:** Tim Foley and Ben Wiltheiss

**Those Others Present:** Michelle Caserta-Bixler, Nathan Fischer, Michelle Porr, Kyle Reindel, Scott Schmid, Louis Agresta, Glen Massie, Brian Mercer, Regina Rollins, and Melanie Runkel

Following roll call, Chairman Beard led the TCC in the Pledge of Allegiance.

**MINUTES**

Motion by Dr. David Estrop, seconded by John Burr to approve the minutes from the December 13, 2019 meeting. Dr. Richard Henry abstained as he was not present for the last meeting.

Vote: Motion approved

**FINANCIAL REPORTING**

**Budget Status & Cash on Hand Report**

Motion by Dr. Richard Henry, seconded by Howard Kitko to approve the Budget Status & Cash on Hand Report for December 2019.

Vote: Motion approved

Motion by Dr. David Estrop, seconded by Daren Cotter to approve the Budget Status & Cash on Hand Report for January 2020.

Vote: Motion approved

**Summary of Expenses**

Expenditures for December 2019 were for the amount of \$71,387.72. Motion to approve was made by Lowell McGlothin, seconded by Dr. David Estrop.

Vote: Motion approved

Expenditures for January 2020 were for the amount of \$85,038.09. Motion to approve was made by Dr. David Estrop, seconded by Rob Rue.

Vote: Motion approved

**2020 Mileage Reimbursement Rate**

Brian Mercer presented Resolution 2020-A for TCC approval. This resolution approves the mileage reimbursement rate for CY2020 for the TCC as requested by the Clark County Auditor's Office. The rate changes from \$0.58 to \$0.57 per mile. Motion by Dr. David Estrop, seconded by Daren Cotter to approve Resolution 2020-A.

Vote: Motion approved

**Then and Now**

Brian Mercer presented Resolution 2020-B for TCC approval. This resolution is for the postage meter rental for Pitney Bowes. Normally this is paid off the Blanket Certificates, but due to the timing of the end of the year, a then and now was needed to approve the payment. Motion by Lowell McGlothlin, seconded by Rob Rue to approve Resolution 2020-B.

Vote: Motion approved

**ADMINISTRATIVE REPORT**

**2020 Prospectus and Bylaws**

Scott Schmid gave a brief overview of the Prospectus and Bylaws, which was last updated in November 2015. Scott stated this was a large update to the Bylaws. In 2018, another subcommittee was appointed by the Chair, but with some changes in board members, the subcommittee was reconvened in 2019. Staff met with the subcommittee (Dr. David Estrop, Kathy Estep, and Chairman Beard) on October 23<sup>rd</sup> to review some proposed changes to the Bylaws. Per TCC's administrative agreement with ODOT, those changes were reviewed by ODOT Central Office and ODOT District 7, and no comments were received. Scott briefly reviewed the proposed changes. Scott stated that under current Bylaws Article IX, majority vote of the full membership of the TCC is required to amend the document. Chairman Beard stated that one reason the subcommittee felt that an Executive Committee needed to be established was because of the revamping of the calendar schedule for meetings, we do have two or three months where no meetings are held; however there are prior approvals that are needed for conferences or to meet other expenditures. The Chair and Vice-Chair had already been approving these during the gap months and bringing it to TCC for approval later. David Estrop encouraged the TCC to approve the changes and provide some legitimacy to a practice that the TCC has already been engaged in. Dr. Estrop stated that it also makes it clear who is responsible for evaluating the Director and not the entire staff. John Burr stated that Article VI doesn't state any of what was just mentioned of the Executive Committee duties. Scott stated multiple ideas were considered, but it fell back to provide assistance to the TCC. Discussion ensued on how best to clarify the section.

Motion by Dr. David Estrop, seconded by Lowell McGlothlin to amend the document to add the following language in Article VI "all decisions of the Executive Committee shall be forwarded to the board at their regularly scheduled meeting for review and approval."

Vote: Motion approved

Motion by Dr. David Estrop, seconded by Lowell McGlothlin to approve the Prospectus and Bylaws as amended. A roll call vote was requested by Chairman Beard.

Yes: Burr, Castillo, Cook, Cotter, Estrop, Henry, Kitko, McDonough, McGlothlin, Rue, and Wiltheiss

Eleven (11) votes to approve the document as amended, zero (0) votes opposed.

Vote: The motion passed

**TCC Membership Update and Election of Officers**

Chairman Beard reported that he has tendered his resignation as village council member with the Village of Enon effective for the end of February. At this stage the TCC needs to appoint a Chair and two Vice-Chairs. Chairman Beard opened up the floor for nominations for Chairman. Rob Rue nominated Leann Castillo as Chair. Lisa McDonough nominated John Burr. There was discussion regarding tenure of current TCC members. Dr. David Estrop stated he would be

willing to take a Vice-Chair position. With no other nominations brought forward, John Burr stated he would accept the Chair position and Leann would take the Vice-Chair position. There was additional discussion regarding Vice-Chair positions with 1<sup>st</sup> Vice-Chair designated to Leann and 2<sup>nd</sup> Vice-Chair designated to Dr. Estrop.

Motion by Howard Kitko, seconded by Rob Rue to approve the appointment of John Burr as Chairman, Leann Castillo as 1<sup>st</sup> Vice-Chair, and Dr. David Estrop as 2<sup>nd</sup> Vice-Chair of the TCC.  
Vote: Motion approved

### **TCC Meeting Calendar**

Scott Schmid reminded everyone of the upcoming dates for the TCC meetings.

### **Prior Approval Requests**

Scott Schmid requested TCC approval for the following prior approval requests:

- 1 TCC staff member to attend the 5<sup>th</sup> Annual Southwest Ohio Logistics Conference in Dayton on February 26, 2020. Amount is not to exceed \$220 and includes registration, mileage, and parking.
- 2 TCC staff member, 2 SCAT staff members, 1 City of Springfield staff member, and 4 HSCTAC members to attend the 2020 Ohio Public Transportation Association Conference in Columbus on April 20-22, 2020. Amount is not to exceed \$2,625 and includes registration for all, mileage and parking for TCC staff only.

Motion by Dr. David Estrop, seconded by Rob Rue to approve the prior approval requests.

Vote: Motion approved

### **Subcommittee Appointments**

Scott Schmid reported on the changes requested to the Human Services Coordinated Transportation Subcommittee. This included replacements from Mercy Health and Salvation Army, and four additions that would now put the subcommittee at full capacity per the Bylaws. Dr. David Estrop stated that with the developments of the closing of Kroger on S. Limestone St., the importance of this committee has grown. Dr. Estrop stated that on behalf of the City, we would welcome the opportunity to work with Glen Massie and the committee to attempt to address the transportation needs for a large number of people on the south side of Springfield who relied on the Kroger store. Dr. Estrop stated meetings have been held with members of Kroger to discuss some options and he invited everyone to a community meeting on February 18<sup>th</sup> at The Dome. Dr. Richard Henry asked in regards to transportation options, where will people be transported to. Dr. Estrop stated it depends on what is negotiated with Kroger. He stated if they are willing to assume some of the cost, I'm sure they will want to be transported to other Kroger stores. If the City pays the cost exclusively, we will transport people to other destinations. Dr. Henry asked what the other destinations would be. Dr. Estrop stated Meijer, Walmart, or Aldi. There is no full service grocery store south of the railroad tracks in Springfield. Glen Massie stated that both he and Mobility Manager, Michelle Caserta-Bixler, are working closely with Kevin Snyder from SCAT and with City staff to be proactive on this. Glen stated that he would be very careful in restricting service to Kroger in any way because you walk a fine line with the Federal funds. Glen added that Kroger makes up for \$15,800 in SCAT ticket sales annually. Glen stated that he believes between the HSCTAC and SCAT that we can come up with a solution. Dr. Estrop stated no final agreement has been made, but a blended approach has been discussed in regards to transporting people.

Glen reported that the council has gone beyond human services transportation providers. The council now includes representatives from health and medical, education, and workforce. Motion by Dr. David Estrop, seconded by John Burr to approve the changes to the HSCTAC. Vote: Motion approved

### **TRANSPORTATION PLANNING REPORT**

#### **Clark County Mobility Management Program**

Scott Schmid presented Resolution 2020-C for TCC approval endorsing the application for mobility management grant funding. Scott stated the Clark County Mobility Management Program began on January 1, 2019 with Catholic Social Services of the Miami Valley in Sidney. TCC received \$41,000 for CY2019 and \$64,000 for CY2020. Scott stated that for this upcoming grant cycle we are requesting \$64,000 Federal 5310 funds and will require a 20% local match through the TCC of \$16,000. Motion by John Burr, seconded by Dr. David Estrop to approve Resolution 2020-C. Vote: Motion approved

#### **FY2021 Planning Work Program**

Scott Schmid presented a brief overview of the upcoming Planning Work Program document for FY2021. Scott highlighted draft emphasis areas for the upcoming fiscal year, along with the upcoming schedule. A draft document will be presented to TCC at the March meeting and any comments should be submitted to the TCC by March 30<sup>th</sup>. A finalized document will be presented to the TCC in May for adoption. Dr. David Estrop suggested if possible having staff look at the food desert issue on the south side in terms of transportation.

#### **FY2021-2024 Transportation Improvement Program**

Scott Schmid presented the draft of the FY2021-2024 Transportation Improvement Program. Scott stated there are currently 14 projects that will go into the TIP, the Transit Roster of Projects, and the Grouped Projects list. The TIP also includes the Performance Based Planning Summary and Air Quality Analysis. Scott stated that TCC will hold two public involvement open houses, one at Springview tentatively on April 7<sup>th</sup> and one in western Clark County tentatively on April 8<sup>th</sup>.

#### **Other**

- Highway Safety Improvement Program - Scott briefly mentioned the information included in the packet regarding upcoming safety application round.
- OPWC Program Summary – Louis Agresta gave a brief overview of the OPWC program.

### **SUBCOMMITTEE REPORTS**

HSCTAC - Lisa McDonough reported that the committee is currently working with the new members to find out what services they have to bring to the group.

#### **OLD BUSINESS**

No updates to report

#### **NEW BUSINESS**

No updates to report

**COMMUNICATIONS**

Glen Massie reported that Clark County is linked up with 211 to offer transportation information in Springfield and Clark County. Clark County has also been involved in the committee for the 911/211 with police and fire, and transportation along with other services. Glen stated all that has gone live. Glen also added that he anticipates before the next TCC meeting for the Miami Valley Ride Finder website to go live.

John Burr reported that the speed limit on Croft Road going west from Overlook Dr. to SR4 has been corrected to 35 mph.

**ADJOURNMENT**

A motion was made by Dr. Richard Henry, seconded by Dr. David Estrop to adjourn the meeting.

Vote: Motion approved

Sincerely,

Johnathan Burr  
Chairman

# Memorandum

**To: Transportation Coordinating Committee**

**From: Scott Schmid**                      **Phone 937-521-2133**  
**Transportation Director**      **sschmid@clarkcountyohio.gov**

**Re: Financial Report**

**Date: March 6, 2020**

**The following are items for discussion and action during the March 13, 2020 Transportation Coordinating Committee meeting.**

**Budget Status and Cash On Hand Report – February 2020**

The February 2020 Budget Status and Cash on Hand Report is included in the agenda packet. Staff will review the report at the March 13 meeting.

Staff requests discussion and approval of the report by voice vote.

**Summary of Expenses – February 2020**

The February 2020 Summary of Expenses is attached to this memo. Staff will review the report at the March 13 meeting.

Staff requests discussion and approval of the report by voice vote.

**CCSTCC - CASH on HAND & BUDGET Status Reports - FY20**  
as of February 28, 2020

	<i>General</i>	<i>Restricted</i>	<i>TOTAL</i>
<b>Beginning Balance</b>	\$ 125,184.90	\$ -	\$ 125,184.90
<b>Total Expenses</b>			\$ 49,120.29
<b>Total Receipts</b>			\$ 132,787.30
<b>Ending Balance</b>	\$ 208,851.91	\$ 0.00	\$ 208,851.91

<i>Work Elements</i>	<i>Total Budget</i>	<i>Balance</i>	<i>Percent Expended</i>	<i>Monthly Expense</i>	<i>YTD Expenses</i>
601.1 Short Range Planning	\$ 107,089.00	\$ 81,533.28	24%	\$ 10,883.91	\$ 25,555.72
601.11 Short Range Planning (fy19)	\$ 67,089.00	\$ 2,517.37	96%		\$ 64,571.63
601.2 General Planning Services	\$ 67,234.00	\$ 49,051.93	27%	\$ 2,523.71	\$ 18,182.07
601.3 Access Management Guidelines	\$ 31,983.00	\$ 17,430.84	45%		\$ 14,552.16
601.31 Access Management Guidelines (fy19)	\$ 43,017.00	\$ 16,168.91	62%		\$ 26,848.09
601.4 PCR Inventory	\$ 100,000.00	\$ 100,000.00	0%		\$ -
602.1 Trans. Improvement Program	\$ 48,248.00	\$ 15,743.82	67%	\$ 4,684.01	\$ 32,504.18
605.1 Surveillance	\$ 92,372.00	\$ 64,118.13	31%	\$ 513.12	\$ 28,253.87
610.1 Long Range Planning	\$ 26,894.00	\$ 4,982.08	81%	\$ 6,189.25	\$ 21,911.92
610.11 Long Range Planning (fy19)	\$ 25,894.00	\$ 12.24	100%		\$ 25,881.76
625.1 RTPO Planning	\$ 98,392.67	\$ 78,544.65	20%	\$ 11,571.29	\$ 19,848.02
625.11 RTPO Planning (fy19)	\$ 53,000.00	\$ 20,043.56	62%		\$ 32,956.44
665.1 Air Quality Advocacy	\$ 40,000.00	\$ 27,209.20	32%	\$ 135.72	\$ 12,790.80
667.1 Rideshare	\$ 15,000.00	\$ 4,328.66	71%		\$ 10,671.34
674.1 Coordinated Transportation	\$ 37,310.00	\$ 12,846.17	66%	\$ 3,363.05	\$ 24,463.83
674.2 FTA Transit Planning	\$ 74,000.00	\$ 40,005.73	46%	\$ 4,607.87	\$ 33,994.27
674.3 Mobility Management	\$ 21,500.00	\$ 2,872.42	87%	\$ 625.27	\$ 18,627.58
682.1 OPWC Infrastructure Support Program	\$ 65,000.00	\$ 52,465.25	19%	\$ 797.72	\$ 12,534.75
682.2 WESTCO Rail Freight Administration	\$ 90,000.00	\$ 56,709.34	37%	\$ 5,191.80	\$ 33,290.66
682.3 Clean Ohio Support Program	\$ 15,000.00	\$ 7,604.01	49%	\$ 199.43	\$ 7,395.99
697.1 Public Involvement	\$ 38,832.00	\$ 24,177.90	38%	\$ 964.99	\$ 14,654.10
	<b>\$ 1,157,854.67</b>	<b>\$ 678,365.49</b>	<b>41%</b>	<b>\$ 52,251.14</b>	<b>\$ 479,489.18</b>



Summary of Expenditures  
Area Transportation Trust Fund  
February 2020

				CPG	CPG	FTA 5307	FTA 5307	FTA 5310	CMAQ			CLEAN	SPR	SPR	SPR	
	Description	Paid By	TCC	Federal	ODOT	Federal	Spfld	Federal	Air Quality	OPWC	WESTCO	OHIO	Federal	ODOT	LUC	TOTAL
<b>SALARIES</b>																
Transportation Study	01/27 - 02/09/20	# 16	4,295.51	4,599.82	574.98	604.37	75.55	156.69	0.00	112.96	1,412.00	0.00	705.94	88.24	88.24	12,714.30
Transportation Study	02/10 - 02/23/20	# 17	5,392.00	4,050.71	506.34	951.32	118.92	44.77	44.77	225.92	790.72	84.72	403.30	50.41	50.41	12,714.31
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			9,687.51	8,650.53	1,081.32	1,555.69	194.47	201.46	44.77	338.88	2,202.72	84.72	1,109.24	138.65	138.65	25,428.61
<b>OFFICE SUPPLIES</b>																
Garrigans	inkjet cartridges & misc.	257797	282.50													282.50
Garrigans	binders & misc.	258362	130.49													130.49
Garrigans	paper	258650	25.94													25.94
Garrigans	paper & holders	258651	103.47													103.47
Garrigans	11x17 laminate pouches	258652	39.59													39.59
Garrigans	8x11 laminate pouches	258692	46.99													46.99
Garrigans	return paper	258807	(17.99)													(17.99)
<b>OTHER EXPENSES</b>																
PERS	Feb-20		3,560.02													3,560.02
Medicare	Feb-20		348.73													348.73
Superior Dental	Feb-20		72.88													72.88
Life Insurance	Feb-20		19.20													19.20
UMR Health Ins.	Feb-20		7,040.06													7,040.06
EasyPermit Postage	BRM account & permit	255879	96.50	771.99	96.50											964.99
Dayton Chamber	Logistics conference	257799	14.00	@ 112.00	14.00											140.00
Burgess & Niple	Task 3B Clark Co misc.	258348	252.37	2,018.97	252.37											2,523.71
Burgess & Niple	Task 3H Indian Lake	258350											6,574.30	821.79	821.79	8,217.88
Scott Schmid	mileage reimbursement	258653											33.74	4.22	4.22	42.18
Louis Agresta	mileage reimbursement	258654	3.31	@ 26.44	3.31								13.68	1.71	1.71	50.16
Melanie Runkel	mileage reimbursement	258655											24.17	3.02	3.02	30.21
Glen Massie	mileage reimbursement	258657	10.72	3.19	0.40	24.17	3.02	25.99	3.19							70.68
Level 3			0.00													0.00
			11,417.79	2,932.59	366.58	24.17	3.02	25.99	3.19	0.00	0.00	0.00	6,645.90	830.74	830.74	23,691.69
<b>TOTAL AMOUNT SUBMITTED</b>			<b>21,387.80</b>	<b>11,583.12</b>	<b>1,447.90</b>	<b>1,579.86</b>	<b>197.49</b>	<b>227.45</b>	<b>47.96</b>	<b>338.88</b>	<b>2,202.72</b>	<b>84.72</b>	<b>7,755.14</b>	<b>969.39</b>	<b>969.39</b>	<b>49,120.30</b>
@ Prior Approval																

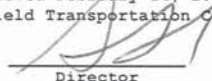
Approved March 13, 2020  
Clark County - Springfield Transportation Coordinating Committee

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Director

Summary of Expenditures  
Area Transportation Trust Fund  
December 2019

				CPG	CPG	FTA 5307	FTA 5307	FTA 5310	CMAQ			CLEAN	SPR	SPR	SPR	
	Description	Paid By	TCC	Federal	ODOT	Federal	Spfld	Federal	Air Quality	OPWC	WESTCO	OHIO	Federal	ODOT	LUC	TOTAL
<b>SALARIES</b>																
Transportation Study	12/02 - 12/15/19	# 12	4,267.19	4,869.91	608.74	917.74	114.72	44.77	44.77	84.72	762.48	169.44	663.86	82.98	82.98	12,714.30
Transportation Study	12/16 - 12/29/19	# 13	8,663.88	2,242.93	280.37	604.37	75.55	0.00	0.00	0.00	508.32	338.88	0.00	0.00	0.00	12,714.30
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			12,931.07	7,112.84	889.11	1,522.11	190.27	44.77	44.77	84.72	1,270.80	508.32	663.86	82.98	82.98	25,428.60
<b>OFFICE SUPPLIES</b>																
Garrigans	paper, stapler & scale	251609	263.69													263.69
<b>OTHER EXPENSES</b>																
PERS	Dec-19		3,560.02													3,560.02
Medicare	Dec-19		348.38													348.38
Superior Dental	Dec-19		72.88													72.88
Life Insurance	Dec-19		19.20													19.20
UMR Health Ins.	Dec-19		6,229.22													6,229.22
Burgess & Niple	Task 3H Indian Lake	251237											7,629.23	953.66	953.66	9,536.55
Burgess & Niple	Task 3B Clark Co misc.	251238	222.62	1,780.96	222.62											2,226.20
Dell Marketing	inkjet printer cartridges	251611	341.95													341.95
Burgess & Niple	Task 3I Urbana US68	251821											4,128.04	516.01	516.01	5,160.06
Charles Harris	finish FY19 IPA work	251873	1,608.00													1,608.00
Scott Schmid	mileage reimbursement	251879											35.26	4.41	4.41	44.08
Glen Massie	mileage & parking	251944	3.19	3.72	0.46	15.30	1.91		3.24							27.82
Louis Agresta	mileage & postage	251948	3.36 @	26.92	3.36					20.78						54.42
Clark Co Engineer	4th Q 2019 van mileage	252229	26.39	129.46	16.18	39.90	4.99						42.68	5.34	5.34	270.28
CM&T	Access Mgt study	252289	847.08	6,776.65	847.08											8,470.81
DataYard / DoNet	website hosting	252678	48.00	384.00	48.00						299.40					779.40
CSSMVS	4th Q mobility mgt	252679	1,389.23					5,556.93								6,946.16
			14,719.52	9,101.71	1,137.70	55.20	6.90	5,556.93	3.24	20.78	299.40	0.00	11,835.21	1,479.42	1,479.42	45,959.12
<b>TOTAL AMOUNT SUBMITTED</b>			<b>27,914.28</b>	<b>16,214.55</b>	<b>2,026.81</b>	<b>1,577.31</b>	<b>197.17</b>	<b>5,601.70</b>	<b>48.01</b>	<b>105.50</b>	<b>1,570.20</b>	<b>508.32</b>	<b>12,499.07</b>	<b>1,562.40</b>	<b>1,562.40</b>	<b>71,387.72</b>
@ Prior Approval																


Approved February 14, 2020  
Clark County - Springfield Transportation Coordinating Committee

  
Director

Summary of Expenditures  
Area Transportation Trust Fund  
January 2020

				CPG	CPG	FTA 5307	FTA 5307	FTA 5310	CMAQ			CLEAN	SPR	SPR	SPR	
	Description	Paid By	TCC	Federal	ODOT	Federal	Spfld	Federal	Air Quality	OPWC	WESTCO	OHIO	Federal	ODOT	LUC	TOTAL
<b>SALARIES</b>																
Transportation Study	12/30/19 - 01/12/20	# 14	8,008.07	2,044.62	255.58	470.06	58.76	67.15	44.77	56.48	903.68	112.96	553.73	69.22	69.22	12,714.30
Transportation Study	01/13 - 01/26/20	# 15	4,692.49	4,183.76	522.97	693.90	86.74	89.54	0.00	338.88	988.40	0.00	894.10	111.76	111.76	12,714.30
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			12,700.56	6,228.38	778.55	1,163.96	145.50	156.69	44.77	395.36	1,892.08	112.96	1,447.83	180.98	180.98	25,428.60
<b>OFFICE SUPPLIES</b>																
BEC	color copier toner	255068	354.00													354.00
<b>OTHER EXPENSES</b>																
PERS	Jan-20		5,340.03													5,340.03
Medicare	Jan-20		525.32													525.32
Superior Dental	Jan-20		72.88													72.88
Life Insurance	Jan-20		19.20													19.20
UMR Health Ins.	Jan-20		7,040.06													7,040.06
Treasurer Ohio	FY19 audit review	253511	274.70													274.70
Pitney Bowes	postage meter rental	253579	300.99													300.99
DataYard	Westco domain name	253788									30.00					30.00
InfoTech	Appia project software	253790	1,200.00	9,600.00	1,200.00											12,000.00
NTPRD	program sponsorship	253792	1,000.00						4,000.00							5,000.00
BEC	renew copier maintenance	253795	2,041.00													2,041.00
OARC	dues & Freight Conference	255071	1,325.00	600.00	75.00											2,000.00
CM&T	Access Mgt study	255074	1,455.22	11,641.72	1,455.22											14,552.16
Clark Co. Comm.	1st Q 2020 office rent	255077	9,738.80													9,738.80
Scott Schmid	mileage & parking	255538	2.51	20.08	2.51											25.10
Regina Rollins	mileage reimbursement	255539	6.61	52.90	6.61											66.12
Louis Agresta	mileage reimbursement	255540	4.56	36.48	4.56					42.18	9.69					97.47
Melanie Runkel	mileage reimbursement	255543	4.56	36.48	4.56											45.60
Glen Massie	mileage reimbursement	255689	12.31	29.64	3.70	9.58	1.20	26.45	3.19							86.07
			30,363.75	22,017.29	2,752.16	9.58	1.20	26.45	4,003.19	42.18	39.69	0.00	0.00	0.00	0.00	59,609.49
<b>TOTAL AMOUNT SUBMITTED</b>			<b>43,418.31</b>	<b>28,245.67</b>	<b>3,530.71</b>	<b>1,173.54</b>	<b>146.70</b>	<b>183.14</b>	<b>4,047.96</b>	<b>437.54</b>	<b>1,931.77</b>	<b>112.96</b>	<b>1,447.83</b>	<b>180.98</b>	<b>180.98</b>	<b>85,038.09</b>
@ Prior Approval																

Approved February 14, 2020  
Clark County - Springfield Transportation Coordinating Committee

  
Director

# Memorandum

**To: Transportation Coordinating Committee**

**From: Scott Schmid**                      **Phone 937-521-2133**  
**Transportation Director**      **sschmid@clarkcountyohio.gov**

**Re: Administrative Report**

**Date: March 6, 2020**

**The following are items for discussion and action during the March 13, 2020 Transportation Coordinating Committee meeting.**

## **FY2020 Planning Work Program Amendment #2**

Resolution 2020-D (attached) is a proposed amendment to the FY 2020 Planning Work Program. The amendment:

- Adds \$40,000 to the budget for Work Element 674.3 – Mobility Management
- Moves \$20,000 from Work Element 601.2 – General Planning Services to Work Element 697.1 – Public Involvement for the website redesign
- Balances Work Element 682.3 – Clean Ohio Program between Direct Expenses and Direct Labor/Fringe Benefits/Indirect Costs.

The revised grand total budget is \$1,197,854.67. Staff requests discussion and approval of Resolution 2020-D by voice vote.

## **Prior Approval Requests**

There are three requests for prior approval for upcoming travel and training.

- Request for an amount not to exceed \$550 for 3 TCC staff to attend the 2020 ODOT Civil Rights Transportation Symposium on May 21 in Columbus. Costs include registration, mileage, and parking.
- Request for an amount not to exceed \$1,775 for 3 TCC staff to attend the 2020 Ohio Smart Mobility Summit on July 16-17 in Youngstown. Costs include registration, mileage, parking, hotel, and meals.
- Request for an amount not to exceed \$2,900 for 1 TCC staff, 1 City of Springfield staff, and 1 NTPRD staff to attend the Walk/Bike/Place 2020 in Indianapolis August 4-7. Cost estimate includes registration for all, mileage, parking, hotel, and meals for TCC staff only.

Staff is requesting discussion and a voice vote to approve the requests above.

### **Other**

An update to the TCC's Prospectus and Bylaws were adopted at the February 14 meeting. There was one text modification proposed and approved at the February 14 meeting prior to adoption. That modification was made to the document after the meeting by staff. The document as adopted has been posted on the TCC mission webpage at: <http://www.clarktcc.com/mission.htm>.

As a reminder, there is no TCC meeting scheduled for April. The next scheduled meeting is May 8.

**RESOLUTION 2020 – D**

**OF THE CLARK COUNTY-SPRINGFIELD TRANSPORTATION  
COORDINATING COMMITTEE TO APPROVE AMENDMENT # 2 FOR THE  
FY2020 PLANNING WORK PROGRAM**

**WHEREAS**, the Clark County-Springfield Transportation Coordinating Committee (CCSTCC) is designated the Metropolitan Planning Organization (MPO) for the Springfield urbanized area in Clark County by the Governor of the State of Ohio, acting through the Ohio Department of Transportation (ODOT), and in cooperation with locally elected officials in the area pursuant to Agreement of Cooperation # 32969 between ODOT and the Board of Commissioners of Clark County, Ohio; and

**WHEREAS**, CCSTCC is responsible for producing and implementing an annual Planning Work Program (PWP), in cooperation with ODOT to describe the budget and work that will be performed by the CCSTCC staff for the respective year; and

**WHEREAS**, \$ 20,000.00 of Consultant Services will be moved from work element 601.2 General Planning Services to Direct Expenses in work element 697.1 Public Involvement; and

**WHEREAS**, \$ 40,000.00 will be added to the proposed FY2020 budget in Direct Expenses and Consultant Expenses for 674.3 Mobility Management; and

**WHEREAS**, \$ 7,062.00 within work element 682.3 Clean Ohio Program will be moved from Direct Expenses to Direct Labor, Fringe Benefits and Indirect Costs; and

**WHEREAS**, these budget amendments result in an overall increase of \$ 40,000.00 to the FY2020 PWP and a new Grand Total budget of \$ 1,197,854.67.

**BE IT THEREFORE RESOLVED:**

That the members of the Clark County-Springfield Transportation Coordinating Committee approve the amendment to the FY2020 Planning Work Program as shown above and illustrated in the attachment.

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Johnathan Burr  
Chairman

March 13, 2020

**Financial Responsibility by Cost Category - Budget Table**  
**FY2020 - Amendment # 02**

	<i>Amended Budget # 02</i>		<i>Amended Budget # 01</i>		<i>Difference</i>
<b>601 SHORT RANGE PLANNING</b>					
<u>601.1 Short Range Planning (FY 20)</u>					
Direct Labor	\$ 28,500.00	\$	\$ 28,500.00		\$0.00
Fringe Benefits	\$ 20,976.00	\$	\$ 20,976.00		\$0.00
Indirect Expenses	\$ 17,613.00	\$	\$ 17,613.00		\$0.00
Direct Expenses	\$ 40,000.00	\$	\$ 40,000.00		\$0.00
Consutant Expenses	\$ 0.00		\$ 0.00		\$0.00
<b>601.1 Subtotal</b>	<b>\$ 107,089.00</b>	<b>\$</b>	<b>\$ 107,089.00</b>		<b>\$0.00</b>
<u>601.11 Short Range Planning (FY 19)</u>					
Direct Labor	\$ 28,500.00	\$	\$ 28,500.00		\$0.00
Fringe Benefits	\$ 20,976.00	\$	\$ 20,976.00		\$0.00
Indirect Expenses	\$ 17,613.00	\$	\$ 17,613.00		\$0.00
Direct Expenses	\$ 0.00		\$ 0.00		\$0.00
Consultant Services	\$ 0.00		\$ 0.00		\$0.00
<b>601.11 Subtotal</b>	<b>\$ 67,089.00</b>	<b>\$</b>	<b>\$ 67,089.00</b>		<b>\$0.00</b>
<u>601.2 General Planning Services (FY 20)</u>					
Direct Labor	\$ 0.00		\$ 0.00		\$0.00
Fringe Benefits	\$ 0.00		\$ 0.00		\$0.00
Indirect Expenses	\$ 0.00		\$ 0.00		\$0.00
Direct Expenses	\$ 0.00		\$ 0.00		\$0.00
Consultant Services	\$ 47,234.00	\$	\$ 67,234.00	\$	\$(20,000.00)
<b>601.2 Subtotal</b>	<b>\$ 47,234.00</b>	<b>\$</b>	<b>\$ 67,234.00</b>	<b>\$</b>	<b>\$(20,000.00)</b>
<u>601.3 Access Management Guidelines (FY20)</u>					
Consultant Services	\$ 31,983.00	\$	\$ 31,983.00		\$0.00
<b>601.3 Subtotal</b>	<b>\$ 31,983.00</b>	<b>\$</b>	<b>\$ 31,983.00</b>		<b>\$0.00</b>
<u>601.31 Access Management Guidelines (FY19)</u>					
Consultant Services	\$ 43,017.00	\$	\$ 43,017.00		\$0.00
<b>601.31 Subtotal</b>	<b>\$ 43,017.00</b>	<b>\$</b>	<b>\$ 43,017.00</b>		<b>\$0.00</b>
<u>601.4 PCR Inventory (FY20)</u>					
Consultant Services	\$ 100,000.00	\$	\$ 100,000.00		\$0.00
<b>601.4 Subtotal</b>	<b>\$ 100,000.00</b>	<b>\$</b>	<b>\$ 100,000.00</b>		<b>\$0.00</b>
<b>601 Totals</b>	<b>\$ 396,412.00</b>	<b>\$</b>	<b>\$ 416,412.00</b>	<b>\$</b>	<b>\$(20,000.00)</b>
<b>602 Transportation Improvement Program</b>					
<u>602.1 Transportation Improvement Program (FY20)</u>					
Direct Labor	\$ 12,000.00	\$	\$ 12,000.00		\$0.00
Fringe Benefits	\$ 8,832.00	\$	\$ 8,832.00		\$0.00
Indirect Expenses	\$ 7,416.00	\$	\$ 7,416.00		\$0.00
Direct Expenses	\$ 20,000.00	\$	\$ 20,000.00		\$0.00
Consultant Expenses	\$ 0.00		\$ 0.00		\$0.00
<b>602.1 Subtotal</b>	<b>\$ 48,248.00</b>	<b>\$</b>	<b>\$ 48,248.00</b>		<b>\$0.00</b>
<b>602 Totals</b>	<b>\$ 48,248.00</b>	<b>\$</b>	<b>\$ 48,248.00</b>		<b>\$0.00</b>

**Financial Responsibility by Cost Category - Budget Table**  
**FY2020 - Amendment # 02**

	<i>Amended Budget # 02</i>		<i>Amended Budget # 01</i>		<i>Difference</i>
<b><u>605 SURVEILLANCE</u></b>					
<u>605.1 Surveillance (FY 19)</u>					
Direct Labor	\$ 18,000.00		\$ 18,000.00		\$0.00
Fringe Benefits	\$ 13,248.00		\$ 13,248.00		\$0.00
Indirect Expenses	\$ 11,124.00		\$ 11,124.00		\$0.00
Direct Expenses	\$ 50,000.00		\$ 50,000.00		\$0.00
Consultant Expenses	\$ 0.00		\$ 0.00		\$0.00
<b>605.1 Subtotal</b>	<b>\$ 92,372.00</b>		<b>\$ 92,372.00</b>		<b>\$0.00</b>
<b>605 Totals</b>	<b>\$ 92,372.00</b>		<b>\$ 92,372.00</b>		<b>\$0.00</b>
<b><u>610 LONG RANGE PLANNING</u></b>					
<u>610.1 Long Range Plan (FY 20)</u>					
Direct Labor	\$ 11,000.00		\$ 11,000.00		\$0.00
Fringe Benefits	\$ 8,096.00		\$ 8,096.00		\$0.00
Indirect Expenses	\$ 6,798.00		\$ 6,798.00		\$0.00
Direct Expenses	\$ 1,000.00		\$ 1,000.00		\$0.00
Consultant Expenses	\$ 0.00		\$ 0.00		\$0.00
<b>610.1 Subtotal</b>	<b>\$ 26,894.00</b>		<b>\$ 26,894.00</b>		<b>\$0.00</b>
<u>610.11 Long Range Plan (FY 19)</u>					
Direct Labor	\$ 11,000.00		\$ 11,000.00		\$0.00
Fringe Benefits	\$ 8,096.00		\$ 8,096.00		\$0.00
Indirect Expenses	\$ 6,798.00		\$ 6,798.00		\$0.00
Direct Expenses	\$ 0.00		\$ 0.00		\$0.00
Consultant Expenses	\$ 0.00		\$ 0.00		\$0.00
<b>610.11 Subtotal</b>	<b>\$ 25,894.00</b>		<b>\$ 25,894.00</b>		<b>\$0.00</b>
<b>610 Totals</b>	<b>\$ 52,788.00</b>		<b>\$ 52,788.00</b>		<b>\$0.00</b>
<b><u>625 SERVICES</u></b>					
<u>625.1 RTPO Planning (FY20)</u>					
Direct Labor	\$ 14,000.00		\$ 14,000.00		\$0.00
Fringe Benefits	\$ 10,304.00		\$ 10,304.00		\$0.00
Indirect Expenses	\$ 8,652.00		\$ 8,652.00		\$0.00
Direct Expenses	\$ 20,000.00		\$ 20,000.00		\$0.00
Consultant Expenses	\$ 45,436.67		\$ 45,436.67		\$0.00
<b>625.1 Subtotal</b>	<b>\$ 98,392.67</b>		<b>\$ 98,392.67</b>		<b>\$0.00</b>
<u>625.11 RTPO Planning (FY19)</u>					
Direct Labor	\$ 14,000.00		\$ 14,000.00		\$0.00
Fringe Benefits	\$ 10,304.00		\$ 10,304.00		\$0.00
Indirect Expenses	\$ 8,652.00		\$ 8,652.00		\$0.00
Direct Expenses	\$ 0.00		\$ 0.00		\$0.00
Consultant Expenses	\$ 20,044.00		\$ 20,044.00		\$0.00
<b>625.1 Subtotal</b>	<b>\$ 53,000.00</b>		<b>\$ 53,000.00</b>		<b>\$0.00</b>
<b>625 Total</b>	<b>\$ 151,392.67</b>		<b>\$ 151,392.67</b>		<b>\$0.00</b>



**Financial Responsibility by Cost Category - Budget Table**  
**FY2020 - Amendment # 02**

	<i>Amended Budget # 02</i>	<i>Amended Budget # 01</i>	<i>Difference</i>
<b>665 SPECIAL PROJECTS</b>			
<u>665.1 Air Quality Advocacy (FY20)</u>			
Direct Labor	\$ 2,000.00	\$ 2,000.00	\$0.00
Fringe Benefits	\$ 1,472.00	\$ 1,472.00	\$0.00
Indirect Expenses	\$ 1,236.00	\$ 1,236.00	\$0.00
Direct Expenses	\$ 35,292.00	\$ 35,292.00	\$0.00
Consultant Expenses	\$ 0.00	\$ 0.00	\$0.00
<b>665.1 Subtotal</b>	<b>\$ 40,000.00</b>	<b>\$ 40,000.00</b>	<b>\$0.00</b>
<u>667.1 Rideshare (FY20)</u>			
Direct Labor	\$ 1,000.00	\$ 1,000.00	\$0.00
Fringe Benefits	\$ 736.00	\$ 736.00	\$0.00
Indirect Expenses	\$ 618.00	\$ 618.00	\$0.00
Direct Expenses	\$ 12,646.00	\$ 12,646.00	\$0.00
Consultant Expenses	\$ 0.00	\$ 0.00	\$0.00
<b>667.1 Subtotal</b>	<b>\$ 15,000.00</b>	<b>\$ 15,000.00</b>	<b>\$0.00</b>
<b>665 Total</b>	<b>\$ 55,000.00</b>	<b>\$ 55,000.00</b>	<b>\$0.00</b>
<b>674 PUBLIC TRANSPORTATION</b>			
<u>674.1 Coordinated Transportation (FY20)</u>			
Direct Labor	\$ 15,000.00	\$ 15,000.00	\$0.00
Fringe Benefits	\$ 11,040.00	\$ 11,040.00	\$0.00
Indirect Expenses	\$ 9,270.00	\$ 9,270.00	\$0.00
Direct Expenses	\$ 2,000.00	\$ 2,000.00	\$0.00
Consultant Services	\$ 0.00	\$ 0.00	\$0.00
<b>674.1 Subtotal</b>	<b>\$ 37,310.00</b>	<b>\$ 37,310.00</b>	<b>\$0.00</b>
<u>674.2 Transit Planning (FY20)</u>			
Direct Labor	\$ 20,000.00	\$ 20,000.00	\$0.00
Fringe Benefits	\$ 14,720.00	\$ 14,720.00	\$0.00
Indirect Expenses	\$ 12,360.00	\$ 12,360.00	\$0.00
Direct Expenses	\$ 26,920.00	\$ 26,920.00	\$0.00
Consultant Services	\$ 0.00	\$ 0.00	\$0.00
<b>674.2 Subtotal</b>	<b>\$ 74,000.00</b>	<b>\$ 74,000.00</b>	<b>\$0.00</b>
<u>674.3 Mobility Management (FY20)</u>			
Direct Labor	\$ 3,000.00	\$ 3,000.00	\$0.00
Fringe Benefits	\$ 2,208.00	\$ 2,208.00	\$0.00
Indirect Expenses	\$ 1,854.00	\$ 1,854.00	\$0.00
Direct Expenses	\$ 5,438.00	\$ 438.00	\$ 5,000.00
Consultant Services	\$ 49,000.00	\$ 14,000.00	\$ 35,000.00
<b>674.3 Subtotal</b>	<b>\$ 61,500.00</b>	<b>\$ 21,500.00</b>	<b>\$ 40,000.00</b>
<b>674 Totals</b>	<b>\$ 172,810.00</b>	<b>\$ 132,810.00</b>	<b>\$ 40,000.00</b>

## Financial Responsibility by Cost Category - Budget Table

FY2020 - Amendment # 02

	<i>Amended Budget # 02</i>	<i>Amended Budget # 01</i>	<i>Difference</i>
<b>682 LOCAL PROGRAM SUPPORT</b>			
<u>682.1 OPWC - Infrastructure Program Support (FY20)</u>			
Direct Labor	\$ 7,000.00	\$ 7,000.00	\$0.00
Fringe Benefits	\$ 5,152.00	\$ 5,152.00	\$0.00
Other Related Expenses	\$ 4,326.00	\$ 4,326.00	\$0.00
Direct Expenses	\$ 48,522.00	\$ 48,522.00	\$0.00
Consultant Services	\$0.00	\$0.00	\$0.00
<b>682.1 Subtotal</b>	<b>\$ 65,000.00</b>	<b>\$ 65,000.00</b>	<b>\$0.00</b>
<u>682.2 WESTCO - Rail Freight Administration (FY20)</u>			
Direct Labor	\$ 26,000.00	\$ 26,000.00	\$0.00
Fringe Benefits	\$ 19,136.00	\$ 19,136.00	\$0.00
Indirect Expenses	\$ 16,068.00	\$ 16,068.00	\$0.00
Direct Expenses	\$ 28,796.00	\$ 28,796.00	\$0.00
Consultant Services	\$0.00	\$0.00	\$0.00
<b>682.2 Subtotal</b>	<b>\$ 90,000.00</b>	<b>\$ 90,000.00</b>	<b>\$0.00</b>
<u>682.3 Clean Ohio Program Support (FY20)</u>			
Direct Labor	\$ 5,000.00	\$ 2,000.00	\$ 3,000.00
Fringe Benefits	\$ 3,680.00	\$ 1,472.00	\$ 2,208.00
Other Related Expenses	\$ 3,090.00	\$ 1,236.00	\$ 1,854.00
Direct Expenses	\$ 3,230.00	\$ 10,292.00	\$ (7,062.00)
Consultant Services	\$0.00	\$0.00	\$0.00
<b>682.3 Subtotal</b>	<b>\$ 15,000.00</b>	<b>\$ 15,000.00</b>	<b>\$0.00</b>
<b>682 Totals</b>	<b>\$ 170,000.00</b>	<b>\$ 170,000.00</b>	<b>\$0.00</b>
<b>697 PUBLIC INVOLVEMENT</b>			
<u>697.1 Public Involvement</u>			
Direct Labor	\$ 8,000.00	\$ 8,000.00	\$0.00
Fringe Benefits	\$ 5,888.00	\$ 5,888.00	\$0.00
Indirect Expenses	\$ 4,944.00	\$ 4,944.00	\$0.00
Direct Expenses	\$ 20,000.00	\$ 20,000.00	\$0.00
Consultant Expenses	\$ 20,000.00	\$0.00	\$ 20,000.00
<b>697 Total</b>	<b>\$ 58,832.00</b>	<b>\$ 38,832.00</b>	<b>\$ 20,000.00</b>
<b>Total Financial Responsibility</b>			
Direct Labor	\$ 224,000.00	\$ 221,000.00	\$ 3,000.00
Fringe Benefits	\$ 164,864.00	\$ 162,656.00	\$ 2,208.00
Indirect & Other Related Expenses	\$ 138,432.00	\$ 136,578.00	\$ 1,854.00
Direct Expenses	\$ 313,844.00	\$ 315,906.00	\$ (2,062.00)
Consultant Services	\$ 356,714.67	\$ 321,714.67	\$ 35,000.00
<b>Grand Total</b>	<b>\$ 1,197,854.67</b>	<b>\$ 1,157,854.67</b>	<b>\$ 40,000.00</b>

**FY2020 FINANCIAL RESPONSIBILITY BY COST CATEGORY**

	CPG - FED	CPG - STATE	FTA - FED	FTA - CITY	SPR - FED	SPR - STATE	SPR - LUC	CMAQ	WESTCO	OPWC	CLEAN OHIO	LOCAL	TOTAL
<b>601.1 - Short Range Planning</b>	<b><i>FY20 - CPG</i></b>												
DIRECT LABOR	\$22,800.00	\$2,850.00										\$2,850.00	\$28,500.00
FRINGE BENEFITS	\$16,780.80	\$2,097.60										\$2,097.60	\$20,976.00
INDIRECT EXPENSES	\$14,090.40	\$1,761.30										\$1,761.30	\$17,613.00
DIRECT EXPENSES	\$32,000.00	\$4,000.00										\$4,000.00	\$40,000.00
CONSULTANT EXPENSES													\$0.00
													<b>\$107,089.00</b>
<b>601.11 - Short Range Planning</b>	<b><i>FY19 Carry Forward - CPG</i></b>												
DIRECT LABOR	\$22,800.00	\$2,850.00										\$2,850.00	\$28,500.00
FRINGE BENEFITS	\$16,780.80	\$2,097.60										\$2,097.60	\$20,976.00
INDIRECT EXPENSES	\$14,090.40	\$1,761.30										\$1,761.30	\$17,613.00
DIRECT EXPENSES	\$0.00	\$0.00										\$0.00	\$0.00
CONSULTANT EXPENSES													\$0.00
													<b>\$67,089.00</b>
<b>601.2 - General Planning Services</b>	<b><i>FY20 - CPG</i></b>												
DIRECT LABOR	\$0.00	\$0.00										\$0.00	\$0.00
FRINGE BENEFITS	\$0.00	\$0.00										\$0.00	\$0.00
INDIRECT EXPENSES	\$0.00	\$0.00										\$0.00	\$0.00
DIRECT EXPENSES	\$0.00	\$0.00										\$0.00	\$0.00
CONSULTANT EXPENSES	\$37,787.20	\$4,723.40										\$4,723.40	\$47,234.00
													<b>\$47,234.00</b>
<b>601.3 - Access Management Guidelines</b>	<b><i>FY20 - CPG</i></b>												
DIRECT LABOR	\$0.00	\$0.00										\$0.00	\$0.00
FRINGE BENEFITS	\$0.00	\$0.00										\$0.00	\$0.00
INDIRECT EXPENSES	\$0.00	\$0.00										\$0.00	\$0.00
DIRECT EXPENSES	\$0.00	\$0.00										\$0.00	\$0.00
CONSULTANT EXPENSES	\$25,586.40	\$3,198.30										\$3,198.30	\$31,983.00
													<b>\$31,983.00</b>
<b>601.31 - Access Management Guidelines</b>	<b><i>FY19 Carry Forward - CPG</i></b>												
DIRECT LABOR	\$0.00	\$0.00										\$0.00	\$0.00
FRINGE BENEFITS	\$0.00	\$0.00										\$0.00	\$0.00
INDIRECT EXPENSES	\$0.00	\$0.00										\$0.00	\$0.00
DIRECT EXPENSES	\$0.00	\$0.00										\$0.00	\$0.00
CONSULTANT EXPENSES	\$34,413.60	\$4,301.70										\$4,301.70	\$43,017.00
													<b>\$43,017.00</b>
<b>601.4 - PCR Inventory</b>	<b><i>FY20 - CPG</i></b>												
DIRECT LABOR	\$0.00	\$0.00										\$0.00	\$0.00
FRINGE BENEFITS	\$0.00	\$0.00										\$0.00	\$0.00
INDIRECT EXPENSES	\$0.00	\$0.00										\$0.00	\$0.00
DIRECT EXPENSES	\$0.00	\$0.00										\$0.00	\$0.00
CONSULTANT EXPENSES	\$80,000.00	\$10,000.00										\$10,000.00	\$100,000.00
													<b>\$100,000.00</b>

**FY2020 FINANCIAL RESPONSIBILITY BY COST CATEGORY**

	CPG - FED	CPG - STATE	FTA - FED	FTA - CITY	SPR - FED	SPR - STATE	SPR - LUC	CMAQ	WESTCO	OPWC	CLEAN OHIO	LOCAL	TOTAL
<b>602.1 - Transportation Improvement Program</b>													
	<i>FY20 - CPG</i>												
DIRECT LABOR	\$9,600.00	\$1,200.00										\$1,200.00	\$12,000.00
FRINGE BENEFITS	\$7,065.60	\$883.20										\$883.20	\$8,832.00
INDIRECT EXPENSES	\$5,932.80	\$741.60										\$741.60	\$7,416.00
DIRECT EXPENSES	\$16,000.00	\$2,000.00										\$2,000.00	\$20,000.00
CONSULTANT EXPENSES													\$0.00
													<b>\$48,248.00</b>
<b>605.1 - Surveillance</b>													
	<i>FY20 - CPG</i>												
DIRECT LABOR	\$14,400.00	\$1,800.00										\$1,800.00	\$18,000.00
FRINGE BENEFITS	\$10,598.40	\$1,324.80										\$1,324.80	\$13,248.00
INDIRECT EXPENSES	\$8,899.20	\$1,112.40										\$1,112.40	\$11,124.00
DIRECT EXPENSES	\$40,000.00	\$5,000.00										\$5,000.00	\$50,000.00
CONSULTANT EXPENSES													\$0.00
													<b>\$92,372.00</b>
<b>610.1 - Long Range Planning</b>													
	<i>FY20 - CPG</i>												
DIRECT LABOR	\$8,800.00	\$1,100.00										\$1,100.00	\$11,000.00
FRINGE BENEFITS	\$6,476.80	\$809.60										\$809.60	\$8,096.00
INDIRECT EXPENSES	\$5,438.40	\$679.80										\$679.80	\$6,798.00
DIRECT EXPENSES	\$800.00	\$100.00										\$100.00	\$1,000.00
CONSULTANT EXPENSES													\$0.00
													<b>\$26,894.00</b>
<b>610.11 - Long Range Planning</b>													
	<i>FY19 Carry Forward - CPG</i>												
DIRECT LABOR	\$8,800.00	\$1,100.00										\$1,100.00	\$11,000.00
FRINGE BENEFITS	\$6,476.80	\$809.60										\$809.60	\$8,096.00
INDIRECT EXPENSES	\$5,438.40	\$679.80										\$679.80	\$6,798.00
DIRECT EXPENSES	\$0.00	\$0.00										\$0.00	\$0.00
CONSULTANT EXPENSES													\$0.00
													<b>\$25,894.00</b>
<b>625.1 RTPO Planning</b>													
	<i>FY20 - SPR</i>												
DIRECT LABOR					\$11,200.00	\$1,400.00	\$1,400.00						\$14,000.00
FRINGE BENEFITS					\$8,243.20	\$1,030.40	\$1,030.40						\$10,304.00
INDIRECT EXPENSES					\$6,921.60	\$865.20	\$865.20						\$8,652.00
DIRECT EXPENSES					\$16,000.00	\$2,000.00	\$2,000.00						\$20,000.00
CONSULTANT EXPENSES					\$36,349.34	\$4,543.67	\$4,543.67						\$45,436.67
													<b>\$98,392.67</b>
<b>625.11 RTPO Planning</b>													
	<i>FY19 Carry Forward - SPR</i>												
DIRECT LABOR					\$11,200.00	\$1,400.00	\$1,400.00						\$14,000.00
FRINGE BENEFITS					\$8,243.20	\$1,030.40	\$1,030.40						\$10,304.00
INDIRECT EXPENSES					\$6,921.60	\$865.20	\$865.20						\$8,652.00
DIRECT EXPENSES					\$0.00	\$0.00	\$0.00						\$0.00
CONSULTANT EXPENSES					\$16,035.20	\$2,004.40	\$2,004.40						\$20,044.00
													<b>\$53,000.00</b>

**FY2020 FINANCIAL RESPONSIBILITY BY COST CATEGORY**

	CPG - FED	CPG - STATE	FTA - FED	FTA - CITY	SPR - FED	SPR - STATE	SPR - LUC	CMAQ	WESTCO	OPWC	CLEAN OHIO	LOCAL	TOTAL
<b>665.1 - Air Quality Advocacy</b>													
DIRECT LABOR								\$1,600.00				\$400.00	\$2,000.00
FRINGE BENEFITS								\$1,177.60				\$294.40	\$1,472.00
INDIRECT EXPENSES								\$988.80				\$247.20	\$1,236.00
DIRECT EXPENSES								\$28,233.60				\$7,058.40	\$35,292.00
CONSULTANT EXPENSES													\$0.00
													<b>\$40,000.00</b>
<b>667.1 - Rideshare</b>													
DIRECT LABOR								\$1,000.00					\$1,000.00
FRINGE BENEFITS								\$736.00					\$736.00
INDIRECT EXPENSES								\$618.00					\$618.00
DIRECT EXPENSES								\$12,646.00					\$12,646.00
CONSULTANT EXPENSES													\$0.00
													<b>\$15,000.00</b>
<b>674.1 - Coordinated Transportation</b>													
	<i>FY20 - CPG</i>												
DIRECT LABOR	\$12,000.00	\$1,500.00										\$1,500.00	\$15,000.00
FRINGE BENEFITS	\$8,832.00	\$1,104.00										\$1,104.00	\$11,040.00
INDIRECT EXPENSES	\$7,416.00	\$927.00										\$927.00	\$9,270.00
DIRECT EXPENSES	\$1,600.00	\$200.00										\$200.00	\$2,000.00
CONSULTANT EXPENSES													\$0.00
													<b>\$37,310.00</b>
<b>674.2 - Transit Planning</b>													
DIRECT LABOR			\$16,000.00	\$2,000.00								\$2,000.00	\$20,000.00
FRINGE BENEFITS			\$11,776.00	\$1,472.00								\$1,472.00	\$14,720.00
INDIRECT EXPENSES			\$9,888.00	\$1,236.00								\$1,236.00	\$12,360.00
DIRECT EXPENSES			\$21,536.00	\$2,692.00								\$2,692.00	\$26,920.00
CONSULTANT EXPENSES													\$0.00
													<b>\$74,000.00</b>
<b>674.3 - Mobility Management</b>													
DIRECT LABOR			\$2,400.00									\$600.00	\$3,000.00
FRINGE BENEFITS			\$1,766.40									\$441.60	\$2,208.00
INDIRECT EXPENSES			\$1,483.20									\$370.80	\$1,854.00
DIRECT EXPENSES			\$4,350.40									\$1,087.60	\$5,438.00
CONSULTANT EXPENSES			\$39,200.00									\$9,800.00	\$49,000.00
													<b>\$61,500.00</b>

**FY2020 FINANCIAL RESPONSIBILITY BY COST CATEGORY**

	CPG - FED	CPG - STATE	FTA - FED	FTA - CITY	SPR - FED	SPR - STATE	SPR - LUC	CMAQ	WESTCO	OPWC	CLEAN OHIO	LOCAL	TOTAL
<b>682.1 - OPWC District 11 Infrastructure Support</b>													
DIRECT LABOR										\$7,000.00			\$7,000.00
FRINGE BENEFITS										\$5,152.00			\$5,152.00
INDIRECT EXPENSES										\$4,326.00			\$4,326.00
DIRECT EXPENSES										\$48,522.00			\$48,522.00
CONSULTANT EXPENSES													\$0.00
													<b>\$65,000.00</b>
<b>682.2 - WESTCO Port Authority Rail Freight Administration</b>													
DIRECT LABOR									\$26,000.00				\$26,000.00
FRINGE BENEFITS									\$19,136.00				\$19,136.00
INDIRECT EXPENSES									\$16,068.00				\$16,068.00
DIRECT EXPENSES									\$28,796.00				\$28,796.00
CONSULTANT EXPENSES													\$0.00
													<b>\$90,000.00</b>
<b>682.3 - OPWC District 11 Clean Ohio Program</b>													
DIRECT LABOR											\$5,000.00		\$5,000.00
FRINGE BENEFITS											\$3,680.00		\$3,680.00
INDIRECT EXPENSES											\$3,090.00		\$3,090.00
DIRECT EXPENSES											\$3,230.00		\$3,230.00
CONSULTANT EXPENSES													\$0.00
													<b>\$15,000.00</b>
<b>697.1 - Public Involvement</b>													
	<i>FY20 - CPG</i>												
DIRECT LABOR	\$6,400.00	\$800.00										\$800.00	\$8,000.00
FRINGE BENEFITS	\$4,710.40	\$588.80										\$588.80	\$5,888.00
INDIRECT EXPENSES	\$3,955.20	\$494.40										\$494.40	\$4,944.00
DIRECT EXPENSES	\$16,000.00	\$2,000.00										\$2,000.00	\$20,000.00
CONSULTANT EXPENSES	\$16,000.00	\$2,000.00										\$2,000.00	\$20,000.00
													<b>\$58,832.00</b>
<b>TOTAL FINANCIAL RESPONSIBILITY</b>													
DIRECT LABOR	\$105,600.00	\$13,200.00	\$18,400.00	\$2,000.00	\$22,400.00	\$2,800.00	\$2,800.00	\$2,600.00	\$26,000.00	\$7,000.00	\$5,000.00	\$16,200.00	\$224,000.00
FRINGE BENEFITS	\$77,721.60	\$9,715.20	\$13,542.40	\$1,472.00	\$16,486.40	\$2,060.80	\$2,060.80	\$1,913.60	\$19,136.00	\$5,152.00	\$3,680.00	\$11,923.20	\$164,864.00
INDIRECT EXPENSES	\$65,260.80	\$8,157.60	\$11,371.20	\$1,236.00	\$13,843.20	\$1,730.40	\$1,730.40	\$1,606.80	\$16,068.00	\$4,326.00	\$3,090.00	\$10,011.60	\$138,432.00
DIRECT EXPENSES	\$106,400.00	\$13,300.00	\$25,886.40	\$2,692.00	\$16,000.00	\$2,000.00	\$2,000.00	\$40,879.60	\$28,796.00	\$48,522.00	\$3,230.00	\$24,138.00	\$313,844.00
CONSULTANT EXPENSES	\$193,787.20	\$24,223.40	\$39,200.00	\$0.00	\$52,384.54	\$6,548.07	\$6,548.07	\$0.00	\$0.00	\$0.00	\$0.00	\$34,023.40	\$356,714.67
<b>TOTAL</b>	<b>\$548,769.60</b>	<b>\$68,596.20</b>	<b>\$108,400.00</b>	<b>\$7,400.00</b>	<b>\$121,114.14</b>	<b>\$15,139.27</b>	<b>\$15,139.27</b>	<b>\$47,000.00</b>	<b>\$90,000.00</b>	<b>\$65,000.00</b>	<b>\$15,000.00</b>	<b>\$96,296.20</b>	<b>\$1,197,854.67</b>

# Memorandum

**To: Transportation Coordinating Committee**

**From: Scott Schmid**                      **Phone 937-521-2133**  
**Transportation Director**      **sschmid@clarkcountyohio.gov**

**Re: Transportation Planning Report**

**Date: March 6, 2020**

**The following are items for discussion during the March 13, 2020 Transportation Coordinating Committee meeting.**

## **Draft FY2021 Planning Work Program**

The Draft FY2021 Planning Work Program has been completed and is available for review at: <http://www.clarktcc.com/planworkprog.htm>. Hard copies will also be available at the meeting.

The proposed total budget for next year is \$1,275,170.50. This includes an estimated \$224,000 in carry forward CPG, all local programs with associated funding, and transportation planning for LUC with associated SPR and estimated carry forward SPR funding. Additional information regarding proposed work product will be reviewed at the meeting.

Staff requests any questions, comments, and additions to the document by April 10, 2020. The final document will be presented to the TCC at the May 8, 2020 meeting for adoption.

Informational only, no action requested at this time.

## **Draft FY2021-2024 Transportation Improvement Program Update**

The first Draft FY2021-2024 Transportation Improvement Program was reviewed at the February TCC meeting. Staff received minimal comments on the draft from ODOT which will be incorporated into the second draft.

The second, public involvement ready draft will be available on the TCC website by March 27 and will also be made available for public comment at public involvement open houses. The first open house will be held on Tuesday April 7 from 4-6 PM at Springview and the second will be held Wednesday April 8 from 4-6 PM at the Enon Government Center. The statewide public involvement period runs from March 30 to April 10.

The final TIP document will be presented to the TCC at the May 8, 2020 meeting for adoption.

Informational only, no action requested at this time.

### **South Limestone Mobility Update**

Staff has been working with the HSCTAC and the City of Springfield on mobility issues related to the closing of the Kroger store on South Limestone. At the March 13 meeting, staff will update the TCC on progress towards short term and long term mobility solutions.

Informational only, no action requested at this time.

### **Other**

The following are informational transportation workshops and webinars that may be of interest to local stakeholders and board members. Questions about these events can be directed to the contact information on the attachments or to TCC staff.

- 2020 Ohio Public Transportation Conference
  - April 20-22 in Columbus
  - <https://www.ohioneedstransit.org/2020-conference>
- ODOT 2020 Civil Rights Symposium
  - May 21 in Columbus
  - <https://transportation.ohio.gov/wps/portal/gov/odot/about-us/conferences/civil-rights-transportation-symposium>
- 2020 Ohio Smart Mobility Summit
  - July 16-17 in Youngstown
  - <https://drive.ohio.gov/wps/portal/gov/driveohio/about-driveohio/news-and-events/ohio-smart-mobility-seminar-youngstown>
- Walk/Bike/Places 2020
  - August 4-7 in Indianapolis
  - <https://www.walkbikeplaces.org/>