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**Transportation Coordinating Committee**  
**Friday, July 12, 2019**  
**10:30 A.M.**  
**Springview Government Center**  
**3130 East Main Street**  
**Room 151, 1<sup>st</sup> Floor**

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**AGENDA**

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **MINUTES** (Attached) **Action**
- V. **FINANCIAL REPORTS** (Attached)
  - a. Budget Status and Cash on Hand Report – June 2019 **Action**
  - b. Summary of Expenses – June 2019 **Action**
  - c. Blanket Requests **Action**
- VI. **ADMINISTRATIVE REPORT** (Attached) **Discussion**
- VII. **TRANSPORTATION PLANNING REPORT** (Attached)
  - a. FY2019 Planning Work Program
    - i. Amendment #3 Resolution 2019-F **Action**
  - b. FY2020 Planning Work Program
    - i. Amendment #1 Resolution 2019-G **Action**
- VIII. **SUBCOMMITTEE REPORTS** (None)
- IX. **OLD BUSINESS**
- X. **NEW BUSINESS**
- XI. **COMMUNICATIONS** (None)
- XII. **ADJOURNMENT** **Action**

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Scott Schmid, *Transportation Director*  
Elmer Beard, *Chair*  
Kathy Estep, *Vice-Chair*

Nancy Brown  
John Burr  
Leann Castillo  
Joyce Chilton

David Estrop  
Richard Henry  
Howard Kitko

William Lindsey  
Lisa McDonough  
Lowell McGlothlin  
Matt Parrill

## **MINUTES**

The meeting was called to order by Chairman Elmer Beard.

**Those Members Present:** Nancy Brown, John Burr, Joyce Chilton, Kathy Estep, David Estrop, Richard Henry, Howard Kitko, William Lindsey, and Matt Parrill

**Those Alternates Present:** Bryan Heck and Ben Wiltheiss

**Those Others Present:** Scott Boyer, Charlie Bush, Michelle Caserta-Bixler, Claudia Fett, Harold Frost, Roxanna Gootee, Kevin O'Neill, Linda O'Neill, Michelle Porr, Kyle Reindel, Rob Rue, Leo Shanayda, Fred Stickler, Nancy Stickler, Alan Stiles, Edith Trowbridge, 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 William Lindsey, seconded by David Estrop to approve the minutes from the May 10, 2019 meeting.

Vote: Motion approved

## **FINANCIAL REPORTING**

### **Budget Status & Cash on Hand Report**

Motion by Richard Henry, seconded by William Lindsey to approve the Budget Status & Cash on Hand Report for May 2019.

Vote: Motion approved

### **Summary of Expenses**

Expenditures for May were for the amount of \$62,719.73. Motion to approve was made by William Lindsey, seconded by David Estrop.

Vote: Motion approved

## **ADMINISTRATIVE REPORT**

### **Prior Approval Request**

Motion by Nancy Brown, seconded by Kathy Estep to approve the Prior Approval Request for one TCC staff member to attend the Transportation Performance Management and Performance-Based Planning and Programming Implementation Workshop for the Mid-Atlantic Region in Washington DC on August 6-8, 2019. Amount is not to exceed \$1,400.00 and includes flight, hotel, vehicle rental, parking and meals. Federal Highway Ohio Division requested MPO participation and paying for the registration cost for the workshop. Vote:

Motion approved

**TRANSPORTATION PLANNING REPORT**

**FY2018-2021 Transportation Improvement Program**

Chairman Beard stated that Resolution 2019-E was carried forward from the last meeting. He stated he would offer ODOT and the City of Springfield each five minutes to state their position, then offer three minutes for any committee members who wished to state their opinions, and then open it to any public comment at three minutes each. David Estrop raised a point of order regarding two subcommittees meetings that were held after the last TCC meeting which took action on the resolution, concerns on the order of Subcommittee Reports on the agenda, and concerns that subcommittee meetings were called when all the facts were not present at the last meeting. He asked to hear the committee reports and discuss why the committees were asked to meet. Joyce Chilton asked if all the information presented to the subcommittees. Scott Schmid stated that the line item on the agenda for Subcommittee Reports is what is being used for approved minutes for the subcommittees. He asked if it precludes the subcommittee from giving a report. Scott stated that it does not. Scott stated that he attended the Local Officials, Government, and Citizens Advisory Committee meeting and the revised AER was presented. He stated that the subcommittees met because there was concern that there was advisory committee members that were part of the TCC who were going to vote on the project without discussion at the advisory committees that they represent.

Matt Parrill with ODOT District 7 highlighted what has occurred since the last TCC meeting. He stated that a revised AER had been received, however on initial review two key pieces of information were missing. The missing information, air quality analysis and quantitative safety analysis, are used to do a technical analysis to determine whether or a not a project meets purpose and need according to NEPA and determine if the project can be stand alone as a preferred alternative. Matt stated that the city was able to provide the air quality report, but with a quick review errors were noted. The city re-sent the report and another initial review has noted a few more errors. The quantitative safety analysis was received by ODOT on June 12<sup>th</sup> and has been reviewed with comments that need to be addressed in the analysis. Matt stated that at this time ODOT is not ready to vote on any amendment because there has not been adequate information in the report to make an assessment. Matt stated ODOT's recommendation is to have a second continuance to allow the City of Springfield and the consultant time to prepare an AER that ODOT can review and collaborate together and approve and move forward with on an approved alternative. Matt suggested to push this to the September meeting to vote on this at that time. Discussion ensued regarding the funding timeline and funding eligibility. Joyce Chilton asked for explanation as to what additional information is needed from the city. Ben Wiltheiss briefly explained what was needed in regards to the air quality analysis and the safety analysis for the AER.

David Estrop referred to the original study by Burgess & Niple and highlighted the safety concerns noted in the document. He then referred to the AER and the conclusions reached by the consultant of the 5-lane section. Joyce Chilton added that this process began in 2017 and the city is interested in getting this project completed and complying with what is needed by ODOT.

City Manager Bryan Heck stated that with the city of Springfield a big piece was public involvement and understanding what the public wants. He stated a study was done to look at how to improve the corridor for all modes of transportation and an alternative was come up with that does just that. Bryan explained the urgency of the city to get approval of the resolution

within the timeframe due to the funding. David Estrop asked Matt Parrill for a timeframe as to when the data should be received. Matt stated comments need to be sent back to the city and they are still being compiled. Ben stated comments can be compiled within the next week or two based on schedules. John Burr added that the September meeting would still be in time to amend the TIP in October. Ben stated that if the resolution is pushed to September, then the consultant is not put under a time crunch, and data can accurately and thoroughly be gone through to provide an accurate document that ODOT can approve.

Motion by David Estrop, seconded by Matt Parrill to postpone Resolution 2019-E to the September TCC meeting. A roll call vote was requested by David Estrop. Prior the roll call vote, discussion ensued regarding the Federal process, funding, and the public involvement process.

Yes: Brown, Burr, Chilton, Estep, Estrop, Henry, Kitko, Lindsey, and Parrill

Nine (9) votes to postpone Resolution 2019-E for the September TCC meeting, zero (0) votes opposed.

Vote: The motion passed

### **SUBCOMMITTEE REPORTS**

Minutes from the October 2018 LOGCAC meeting were included in the agenda packet.

### **OLD BUSINESS**

No updates to report

### **NEW BUSINESS**

No updates to report

### **COMMUNICATIONS**

No updates to report

### **ADJOURNMENT**

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

Vote: Motion approved

Sincerely,

Elmer M. Beard  
Chairman

# Memorandum

**To: Transportation Coordinating Committee**

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

**Re: Financial Report**

**Date: July 2, 2019**

**The following items have not been completed in time for the agenda distribution due to the timing of the month end, the fiscal year end, and the holiday:**

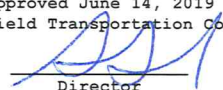
- Budget Status and Cash On Hand Report – June 2019
- Summary of Expenses – June 2019
- Blanket Requests

The above documents will be available for viewing on our website the week of July 8 at [www.clarktcc.com](http://www.clarktcc.com). Copies will also be provided at the board meeting. Thank you for your understanding.

Summary of Expenditures  
Area Transportation Trust Fund  
May 2019

|   |                           |         |                  | CPG              | CPG             | FTA 5307        | FTA 5307      | FTA 5310      | CMAQ          | CMAQ          |              |                 | CLEAN         | SPR             | SPR           | SPR           |                  |
|---|---------------------------|---------|------------------|------------------|-----------------|-----------------|---------------|---------------|---------------|---------------|--------------|-----------------|---------------|-----------------|---------------|---------------|------------------|
|   | Description               | Paid By | TCC              | Federal          | ODOT            | Federal         | Spfld         | Federal       | Air Quality   | Rideshare     | OPWC         | WESTCO          | OHIO          | Federal         | ODOT          | LUC           | TOTAL            |
| <b><u>SALARIES</u></b>  |                           |         |                  |                  |                 |                 |               |               |               |               |              |                 |               |                 |               |               |                  |
| Transportation Study  | 04/22 - 05/05/19          | # 22    | 3,495.09         | 4,792.08         | 599.01          | 640.98          | 80.12         | 43.46         | 0.00          | 122.22        |              | 1,288.74        | 0.00          | 1,023.04        | 127.88        | 127.88        | 12,340.50        |
| Transportation Study  | 05/06 - 05/19/19          | # 23    | 4,205.90         | 5,020.77         | 627.60          | 684.43          | 85.55         | 130.37        | 21.73         | 0.00          | 82.26        | 1,261.32        | 0.00          | 176.45          | 22.06         | 22.06         | 12,340.50        |
| Transportation Study  | 05/20 - 06/02/19          | # 24    | 4,381.01         | 4,323.10         | 540.39          | 738.75          | 92.34         | 0.00          | 86.91         | 0.00          | 0.00         | 795.18          | 191.94        | 952.70          | 119.09        | 119.09        | 12,340.50        |
|   |                           |         | -----            | -----            | -----           | -----           | -----         | -----         | -----         | -----         | -----        | -----           | -----         | -----           | -----         | -----         | -----            |
|   |                           |         | 12,082.00        | 14,135.95        | 1,767.00        | 2,064.16        | 258.01        | 173.83        | 108.64        | 122.22        | 82.26        | 3,345.24        | 191.94        | 2,152.19        | 269.03        | 269.03        | 37,021.50        |
| <b><u>OFFICE SUPPLIES</u></b>   |                           |         |                  |                  |                 |                 |               |               |               |               |              |                 |               |                 |               |               |                  |
| Dell  | printer inkjet cartridges | 225630  | 265.96           |                  |                 |                 |               |               |               |               |              |                 |               |                 |               |               | 265.96           |
| BEC   | color copier toner        | 227010  | 354.00           |                  |                 |                 |               |               |               |               |              |                 |               |                 |               |               | 354.00           |
| Garrigans   | misc. office supplies     | 227011  | 111.74           |                  |                 |                 |               |               |               |               |              |                 |               |                 |               |               | 111.74           |
| <b><u>OTHER EXPENSES</u></b>  |                           |         |                  |                  |                 |                 |               |               |               |               |              |                 |               |                 |               |               |                  |
| PERS  | May-19                    |         | 3,455.32         |                  |                 |                 |               |               |               |               |              |                 |               |                 |               |               | 3,455.32         |
| Medicare  | May-19                    |         | 335.35           |                  |                 |                 |               |               |               |               |              |                 |               |                 |               |               | 335.35           |
| Superior Dental   | May-19                    |         | 72.88            |                  |                 |                 |               |               |               |               |              |                 |               |                 |               |               | 72.88            |
| Life Insurance  | May-19                    |         | 19.20            |                  |                 |                 |               |               |               |               |              |                 |               |                 |               |               | 19.20            |
| UMR Health Ins.   | May-19                    |         | 6,818.90         |                  |                 |                 |               |               |               |               |              |                 |               |                 |               |               | 6,818.90         |
| Workers' Comp   | 2019 premium              |         | 0.00             |                  |                 |                 |               |               |               |               |              |                 |               |                 |               |               | 0.00             |
| Miovision   | traffic data analysis     | 224364  | 328.82           | 2,630.60         | 328.82          |                 |               |               |               |               |              |                 |               |                 |               |               | 3,288.24         |
| DataYard  | renew domain name         | 224365  | 6.00             |                  |                 |                 |               |               | 24.00         |               |              |                 |               |                 |               |               | 30.00            |
| Spfld News Sun  | newspaper subscription    | 224366  | 241.48           |                  |                 |                 |               |               |               |               |              |                 |               |                 |               |               | 241.48           |
| McTrans Center  | renew HCS7 Support        | 226999  | 60.00            | 480.00           | 60.00           |                 |               |               |               |               |              |                 |               |                 |               |               | 600.00           |
| ESRI  | renew GIS maintenance     | 227001  | 160.00           | 1,280.00         | 160.00          |                 |               |               |               |               |              |                 |               |                 |               |               | 1,600.00         |
| Glen Massie   | mileage reimbursement     | 227012  | 22.80            | 74.24            | 9.28            | 9.74            | 1.22          | 49.18         |               |               |              |                 |               |                 |               |               | 166.46           |
| Miovision   | traffic data analysis     | 227013  | 556.03           | 4,448.26         | 556.03          |                 |               |               |               |               |              |                 |               | 1,510.67        | 188.83        | 188.83        | 7,448.64         |
| Louis Agresta   | mileage & postage         | 227258  | 4.64             | 37.12            | 4.64            |                 |               |               |               |               |              | 26.73           | 42.92         |                 |               |               | 116.05           |
| CORSA Insurance   | 2019 premium              |         | 774.00           |                  |                 |                 |               |               |               |               |              |                 |               |                 |               |               | 774.00           |
| Level 3   | June 18 phone service     |         | 0.00             |                  |                 |                 |               |               |               |               |              |                 |               |                 |               |               | 0.00             |
|   |                           |         | 12,855.42        | 8,950.22         | 1,118.77        | 9.74            | 1.22          | 49.18         | 24.00         | 0.00          | 0.00         | 26.73           | 42.92         | 1,510.67        | 188.83        | 188.83        | 25,698.23        |
| <b>TOTAL AMOUNT SUBMITTED</b>   |                           |         | <b>25,203.38</b> | <b>23,086.17</b> | <b>2,885.77</b> | <b>2,073.90</b> | <b>259.23</b> | <b>223.01</b> | <b>132.64</b> | <b>122.22</b> | <b>82.26</b> | <b>3,371.97</b> | <b>234.86</b> | <b>3,662.86</b> | <b>457.86</b> | <b>457.86</b> | <b>62,719.73</b> |
| @ Includes indirect labor related costs to be distributed among all funding sources based on indirect costs rate.<br>@@ Prior Approved. |                           |         |                  |                  |                 |                 |               |               |               |               |              |                 |               |                 |               |               |                  |

Approved June 14, 2019  
Clark County - Springfield Transportation Coordinating Committee

  
 Director

# Memorandum

**To:** Transportation Coordinating Committee

**From:** Scott Schmid                      Phone 937-521-2133  
Transportation Director      [sschmid@clarkcountyohio.gov](mailto:sschmid@clarkcountyohio.gov)

**Re:** Administrative Report

**Date:** July 2, 2019

The following are items for discussion during the July 12, 2019 Transportation Coordinating Committee meeting.

## Annual Meeting Reminder

As a reminder, the 2019 TCC Annual Meeting is scheduled for Friday, August 9. The Annual Meeting will be held at the Clark State Leffel Lane Campus, LRC Building Room 207/209, 570 E. Leffel Lane in Springfield. The lunch will be catered by Cecil and Lime and will cost \$15 per person. Jennifer Townley, Deputy Director of ODOT's Division of Planning will be the guest speaker at the Annual Meeting.

Invitations were sent the week of July 1 with a requested RSVP date of July 31. Please contact Melanie Runkel at 521-2129 or [mrunkel@clarkcountyohio.gov](mailto:mrunkel@clarkcountyohio.gov) with questions or RSVP's.

## Transportation Coordinating Committee

### Annual Meeting

**Date:** Friday, August 9, 2019 @ 10:30 a.m.  
*Lunch will be served immediately following the meeting*

**Location:** Clark State Community College  
LRC Building, Rooms 207/209  
570 E. Leffel Lane  
Springfield, OH 45505

**Save  
the  
Date**



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**The cost of the meal is \$15.00 per person  
and will be collected at the door.**

Please RSVP by calling 521-2129 or emailing [mrunkel@clarkcountyohio.gov](mailto:mrunkel@clarkcountyohio.gov)  
no later than **Wednesday, July 31, 2019.**



CLARK COUNTY-SPRINGFIELD  
TRANSPORTATION COORDINATING COMMITTEE

# Memorandum

**To: Transportation Coordinating Committee**

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

**Re: Transportation Planning Report**

**Date: July 2, 2019**

**The following meeting materials have not been completed in time for the agenda distribution due to the timing of the month end, fiscal year end, and the holiday:**

- FY2019 Planning Work Program Amendment #3 – Resolution 2019-F
- FY2020 Planning Work Program Amendment #1 – Resolution 2019-G

The above documents will be available for viewing on our website the week of July 8 at [www.clarktcc.com](http://www.clarktcc.com). Copies will also be provided at the board meeting. Thank you for your understanding.