

CLARK COUNTY-SPRINGFIELD
TRANSPORTATION COORDINATING COMMITTEE

TRANSPORTATION COORDINATING COMMITTEE
FRIDAY, NOVEMBER 13, 2015
10:30 A.M.
SPRINGVIEW GOVERNMENT CENTER
3130 EAST MAIN STREET
PLANNING CONFERENCE ROOM

Chairman
Elmer Beard

Vice Chairmen
Kent Sherry
John Burr
Leo Shanayda

Members
Mark Beckdahl
Bob Bender
Randy Bridge
Nancy Brown
Dana Bumgardner
Leann Castillo
Joyce Chilton
John Detrick
David Dombrosky
Karen Duncan
Kathy Estep
Mike Groeber
Richard Henry
David Herier
Tim Howard
Toni Keller
Gene Kelly
Carol Kennard
Argeri Lagos
Rick Lohnes
Lowell McGlothlin
Chris Moore
Joe Mosier
Matt Parrill
Sam Stucky
Tom Troxell

Honorary Member
William George

Transportation Director
Scott Schmid

AGENDA

I. ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. MINUTES

(Attached) **Action**

IV. FINANCIAL REPORTING

- a. Budget Status & Cash on Hand Report *(Attached)* **Action**
- b. Summary of Expenses *(Attached)* **Action**
- c. Blanket Request *(Attached)* **Action**
- d. Prior Approval Request *(Attached)* **Action**

V. TRANSPORTATION PLANNING UPDATE

- a. 2015 High Hazard Location List
 - i. Resolution 2015-O *(Attached)* **Action**
- b. Other

VI. TRANSPORTATION POLICY BOARD UPDATE

- a. 2015 Bylaws and Prospectus *(Attached)* **Action**
- b. Highway
 - i. Federal Highway Administration, ODOT Central Office,
ODOT District 7, Clark County ODOT Garage,
County Engineer & City Engineer **Discussion**
- c. Transit
 - i. City of Springfield & SCAT **Discussion**
- d. Railroad
 - i. TCC Staff & WESTCO **Discussion**
- e. Trails
 - i. National Trails Parks and Recreation District & TCC Staff **Discussion**
- f. Officials and Others
 - i. Federal, State, County Commission, Cities
(Springfield & New Carlisle), Villages, Townships and Others **Discussion**

MINUTES

The meeting was called to order by Vice-Chairman Kent Sherry.

Those Members Present: Mark Beckdahl, Nancy Brown, Dana Bumgardner, John Burr, Leann Castillo, John Detrick, Karen Duncan, Kathy Estep, Mike Groeber, Richard Henry, David Herier, Carol Kennard, Rick Lohnes, Lowell McGlothin, Chris Moore, Matt Parrill, and Leo Shanayda.

Those Alternates Present: Bryan Heck, Horton Hobbs, and William Wolfarth.

Those Others Present: Kathy Streng, Scott Schmid, Glen Massie, Louis Agresta, Brian Mercer, Cory Golden, and Melanie Runkel.

Following roll call, Vice-Chairman Sherry led the TCC in the Pledge of Allegiance.

MINUTES

Motion by Kathy Estep, seconded by Mike Groeber to approve the minutes from the September 11, 2015 meeting.

Vote: Motion approved

FINANCIAL REPORTING

Budget Status & Cash on Hand Report

Motion by Lowell McGlothin, seconded by John Burr to approve the Budget Status & Cash on Hand Report.

Vote: Motion approved

Summary of Expenses

Expenditures were for the amount of \$50,148.03. Motion to approve was made by Richard Henry, seconded by Dana Bumgardner.

Vote: Motion approved

TRANSPORTATION PLANNING UPDATE

Center Street and Columbia Street Intersection Study

Scott Schmid presented the Center and Columbia Street Intersection Study for TCC approval. The study was done through the TCC's General Planning Task Order Contract and at the request of the City of Springfield to perform a traffic signal warrant and intersection study. The findings based on the study was that the signal does not meet the signal warrant thresholds and is not expected to meet those in the future. The recommendation of the study is to remove the signal following the Traffic Engineering Manual procedure. Horton Hobbs asked if the study took into consideration the brewery that is being planned for the area. Scott stated that it was and there is not enough traffic to have an impact. A motion was made by Richard Henry, seconded by John Burr to accept the Center Street and Columbia Street Intersection Study.

Vote: Motion approved

TRANSPORTATION POLICY BOARD UPDATE

2015 Bylaws and Prospectus

Kent Sherry stated that adoption of the 2015 Bylaws and Prospectus was tabled at the last meeting to give members of the TCC time to review it and come up with any questions that they might have. Kent asked if any members had any questions regarding the proposed update to the Bylaws and Prospectus. John Detrick asked for clarification as to how many County Commissioners would be represented. Scott Schmid stated that one is proposed. Rick Lohnes asked for additional clarification on how that was determined. Scott stated that by Federal Law the TCC has to consist of 51% elected officials. Once we go past the current set-up of three County Commissioners and two City Commissioners, there are other elected officials on the TCC to balance it out. Scott stated the idea was to cut it almost in half. Rick stated that the number of County Commissioners represented on the TCC needs to be increased because all the TCC contracts come through the County Commission to be voted on. He added that the County Commissioners represent the entire county and doesn't feel they should be represented less. David Herier stated that he feels it does help to have the commissioners present to understand the various projects presented. Leo Shanayda asked if all the commissioners wish to be voting members because the meetings are open to the public the commissioners can still attend. Rick stated that he wants all the commissioners to be voting members.

John Detrick made a motion to change the number of County Commissioners represented on the TCC from one to three. Rick Lohnes seconded the motion. Mark Beckdahl asked for the make-up of the TCC as it would stand as amended. Scott stated that total number of seats would increase to 15, which would include a change from one County Commissioner to three and the rest of the members would remain the same. Karen Duncan stated that with the change 100% of County Commissioners would be represented and there would be less than voting majority represented by the City. Karen stated that she felt the City of Springfield is under-represented based on the proposed set-up. John asked if a seat could be added for the City Engineer. Kent stated that he would have a seat on another sub-committee. John made a motion to amend his previous vote to add the City Engineer as a member to the TCC. There was discussion regarding representation of the City on the TCC. Rick stated he didn't believe the current motion was amended properly and that a separate motion might be needed. Scott stated that before moving forward something needs to be done with the current motion.

John Detrick rescinded his initial motion. There was continued discussion on City representation on the TCC. Scott stated that it is up to the TCC how they wish to proceed. He stated the Bylaws subcommittee has met twice so the TCC has the option to send the proposal back to the subcommittee or vote as the current proposal stands and send back to the subcommittee if necessary. Karen stated that she would like consideration given to the suggestion of having more than one City staff included on the TCC.

Rick Lohnes suggested tabling the vote this meeting and the TCC in the meantime could get direct feedback from the City on correct representation/terminology on the TCC. Kent requested that members again review the proposed document and email Scott with any comments to present to the Bylaws subcommittee if necessary.

A motion was made by Lowell McGlothlin, seconded by Nancy Brown to table voting on the 2015 Bylaws and Prospectus until the November TCC meeting.

Vote: Motion approved

Highway

- ODOT District 7 – Matt Parrill reported on NEPA re-assignment that is currently occurring statewide.
- County Engineer – John Burr reported that they are working to get projects completed. He also gave updates on several road and bridge projects.
- City Engineer – Leo Shanayda reported that Veteran’s Bridge is expected to open by early November. He also reported that ODOT will begin paving SR72/Limestone St. and Belmont Ave. within the week.

Transit

- SCAT Contractor – no updates to report

Railroad

- WESTCO – Richard Henry reported that there are no issues to report with overhead traffic and all current projects have been completed.

Trails

- National Trails Park and Recreation – no updates to report
- Clark County Park District – Carol Kennard reminded the TCC of the renewal levy that will be on the ballot in November.

Officials and Others

- County Commission – John Detrick reported on upcoming community events.
- City of Springfield – no updates to report
- City of New Carlisle – Lowell McGlothin reported on recent community events.
- Bethel Township – Nancy Brown reported that there is a pavement issue on SR235 southbound in front of the BP gas station. Matt Parrill stated he was aware of the issue and wasn’t sure if this was an issue for the City of Huber Heights. He added that he has already contacted ODOT District 7’s maintenance crew regarding the issue, but would follow-up with them.
- Mad River Township – Kathy Estep thanked the County Engineer’s Office for their assistance with the township’s road projects. Kathy reported on upcoming community events.
- Pleasant Township – no updates to report

**Clark County – Springfield
Transportation Coordinating Committee
Regular Meeting**

**October 9, 2015
Springview Government Center
10:30 A.M.**

- Chamber of Commerce – Horton Hobbs gave an update on economic development. Kent Sherry reported on upcoming community events and gave an update on the home building industry.
- Citizen – Mike Groeber reported that he, along with District 7 and TCC staff have been attending state bike route meetings. Mike reported that Bike Springfield has been partnering with Bike Miami Valley to offer bike valet services in Yellow Springs. Mike also reported that the Rails to Trails Conservancy just recently moved their Mid-west office to Yellow Springs and Bike Springfield has been invited to attend and set-up a booth at their open house. Mike reported that Bike Springfield is looking into funding for 2016 to keep the extra police presence along the trails. He stated that this has received a lot of positive feedback.

ADJOURNMENT

A motion was made by John Burr, seconded by Kathy Estep to adjourn the meeting.
Vote: Motion approved.

Sincerely,

Elmer M. Beard
Chairman

CCSTCC - CASH on HAND & BUDGET Status Reports - FY16
as of October 31, 2015

| | <i>General</i> | <i>Restricted</i> | <i>TOTAL</i> |
|--------------------------|----------------|-------------------|---------------|
| Beginning Balance | \$ 142,231.19 | \$ 1,495.26 | \$ 143,726.45 |
| Total Expenses | | | \$ 47,607.19 |
| Total Receipts | | | \$ 51,758.77 |
| Ending Balance | \$ 146,382.77 | \$ 1,495.26 | \$ 147,878.03 |

| <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 | \$ 91,176.15 | \$ 85,896.49 | 6% | \$ 729.64 | \$ 5,279.66 |
| 601.11 Short Range Planning (fy15) | \$ 61,375.00 | \$ 14,070.64 | 77% | \$ 10,168.63 | \$ 47,304.36 |
| 601.2 General Planning Services | \$ 125,000.00 | \$ 125,000.00 | 0% | | \$ - |
| 601.3 General Planning Services (fy15) | \$ 53,000.00 | \$ 23,558.63 | 56% | \$ 2,978.04 | \$ 29,441.37 |
| 602.1 Trans. Improvement Program | \$ 45,031.24 | \$ 37,887.38 | 16% | \$ 984.95 | \$ 7,143.86 |
| 605.1 Surveillance | \$ 122,288.75 | \$ 118,769.57 | 3% | | \$ 3,519.18 |
| 605.11 Surveillance (fy15) | \$ 63,000.00 | \$ 35,066.92 | 44% | \$ 4,352.32 | \$ 27,933.08 |
| 610.1 Long Range Planning | \$ 34,963.28 | \$ 34,963.28 | 0% | | \$ - |
| 610.11 Long Range Planning (fy15) | \$ 36,825.00 | \$ 11,091.39 | 70% | \$ 6,622.66 | \$ 25,733.61 |
| 665.1 Air Quality Advocacy | \$ 40,000.00 | \$ 20,630.50 | 48% | \$ 4,573.26 | \$ 19,369.50 |
| 667.1 Rideshare | \$ 17,000.00 | \$ 16,751.16 | 1% | \$ 62.21 | \$ 248.84 |
| 674.1 Paratransit Planning | \$ 2,989.37 | \$ 2,989.37 | 0% | | \$ - |
| 674.2 FTA Transit Planning | \$ 72,000.00 | \$ 47,329.39 | 34% | \$ 4,572.41 | \$ 24,670.61 |
| 674.3 Consolidated Transit Planning | \$ 27,505.00 | \$ 23,025.87 | 16% | \$ 933.15 | \$ 4,479.13 |
| 682.1 OPWC Infrastructure Support Program | \$ 65,000.00 | \$ 55,398.59 | 15% | \$ 1,735.19 | \$ 9,601.41 |
| 682.2 WESTCO Rail Freight Administration | \$ 110,000.00 | \$ 91,551.92 | 17% | \$ 4,654.01 | \$ 18,448.08 |
| 682.3 Clean Ohio Support Program | \$ 1,495.27 | \$ 1,180.85 | 21% | | \$ 314.42 |
| 697.1 Public Involvement | \$ 47,587.23 | \$ 33,425.95 | 30% | \$ 1,920.36 | \$ 14,161.28 |
| | \$ 1,016,236.29 | \$ 778,587.90 | 23% | \$44,286.83 | \$237,648.39 |

TCC Chairman

Date

Summary of Expenditures
Area Transportation Trust Fund
October 2015

| | | | | | CPG | FTA | Springfield | CMAQ | CMAQ | | | CLEAN | | |
|-------------------------------|---|-------|------------------|----|------------------|-----------------|-----------------|---------------|-----------------|--------------|---------------|-----------------|-------------|------------------|
| | Description | Pd By | TCC | | CPG | ODOT | 5307 | FTA5307 | Air Quality | Rideshare | OPWC | WESTCO | OHIO | TOTAL |
| <u>SALARIES</u> | | | | | | | | | | | | | | |
| Transportation Study | 09/28 - 10/11/15 | # 08 | 3,958.90 | | 4,483.50 | 560.44 | 932.51 | 116.56 | 81.09 | | 400.52 | 895.28 | | 11,428.80 |
| Transportation Study | 10/12 - 10/25/15 | # 09 | 5,527.76 | | 3,477.50 | 434.69 | 557.48 | 69.69 | 40.54 | 25.34 | 306.28 | 989.52 | | 11,428.80 |
| | | | ----- | | ----- | ----- | ----- | ----- | ----- | ----- | ----- | ----- | ----- | ----- |
| | | | 9,486.66 | | 7,961.00 | 995.13 | 1,489.99 | 186.25 | 121.63 | 25.34 | 706.80 | 1,884.80 | 0.00 | 22,857.60 |
| <u>OFFICE SUPPLIES</u> | | | | | | | | | | | | | | |
| Garrigan's | copy paper & laser pointer | 82561 | 149.43 | | | | | | | | | | | 149.43 |
| BEC | color copier toner | 84312 | 235.26 | | | | | | | | | | | 235.26 |
| <u>OTHER EXPENSES</u> | | | | | | | | | | | | | | |
| PERS | Oct-15 | | 4,800.06 | | | | | | | | | | | 4,800.06 |
| CEBCO Medical | Oct-15 | | 6,748.30 | | | | | | | | | | | 6,748.30 |
| Life Insurance | Oct-15 | | 22.80 | | | | | | | | | | | 22.80 |
| Superior Dental | Oct-15 | | 91.10 | | | | | | | | | | | 91.10 |
| Medicare | Oct-15 | | 476.00 | | | | | | | | | | | 476.00 |
| Treasurer State OH | FY15 Audit expense | 81485 | 1,435.00 | | | | | | | | | | | 1,435.00 |
| Level 3 Comm | Office phone service | 82558 | 60.00 | | | | | | | | | | | 60.00 |
| First Transit | 1 yr display AQ bus wrap | 83302 | 840.00 | | | | | | 3,360.00 | | | | | 4,200.00 |
| Brian Mercer | Pitney Bowes & mileage | 83303 | 348.88 | | | | | | | | | | | 348.88 |
| Holmes Printing | Print & mail TCC newsletters | 83305 | 1,246.12 | | | | | | | | | | | 1,246.12 |
| US Postmaster | BRM annual permit fee | 84307 | 22.50 | | 180.00 | 22.50 | | | | | | | | 225.00 |
| US Postmaster | BRM annual maintenance fee | 84310 | 70.00 | | 560.00 | 70.00 | | | | | | | | 700.00 |
| Clark Co Engineer | OTEC conference registration | 84315 | 20.00 | @@ | 160.00 | 20.00 | | | | | | | | 200.00 |
| Scott Schmid | Mileage & parking | 84417 | 10.35 | @@ | 82.78 | 10.35 | | | | | | | | 103.48 |
| Louis Agresta | Mileage & parking | 84529 | 5.29 | @@ | 42.30 | 5.29 | | | | | 20.52 | | | 73.40 |
| Burgess & Niple | Sept. 2015 Task 2C Trail study | 84585 | 297.80 | | 2,382.44 | 297.80 | | | | | | | | 2,978.04 |
| | | | 16,494.20 | | 3,407.53 | 425.94 | 0.00 | 0.00 | 3,360.00 | 0.00 | 0.00 | 20.52 | 0.00 | 24,092.88 |
| TOTAL AMOUNT SUBMITTED | | | 26,130.29 | | 11,368.53 | 1,421.07 | 1,489.99 | 186.25 | 3,481.63 | 25.34 | 706.80 | 1,905.32 | 0.00 | 46,950.48 |
| @ | Includes indirect labor related costs to be distributed among all funding sources based on indirect costs rate. | | | | | | | | | | | | | |
| @@ | Prior Approved. | | | | | | | | | | | | | |

Approved November 13, 2015
Clark County - Springfield Transportation Coordinating Committee

Director

Summary of Expenditures
Area Transportation Trust Fund
September 2015

| | | | | | CPG | FTA | Springfield | CMAQ | CMAQ | | | CLEAN | | |
|-------------------------------|---|-------|------------------|----|------------------|-----------------|-----------------|---------------|-----------------|-----------------|---------------|-----------------|--------------|------------------|
| | Description | Pd By | TCC | | CPG | ODOT | FTA5307 | Air Quality | Rideshare | OPWC | WESTCO | OHIO | TOTAL | |
| SALARIES | | | | | | | | | | | | | | |
| Transportation Study | 08/31 - 09/13/15 | # 06 | 5,207.08 | | 3,477.83 | 434.73 | 861.56 | 107.70 | 91.22 | 0.00 | 471.20 | 730.36 | 47.12 | 11,428.80 |
| Transportation Study | 09/14 - 09/27/15 | # 07 | 3,452.27 | | 4,647.81 | 580.98 | 1,104.82 | 138.10 | 91.22 | 0.00 | 518.32 | 895.28 | 0.00 | 11,428.80 |
| | | | 8,659.35 | | 8,125.64 | 1,015.71 | 1,966.38 | 245.80 | 182.44 | 0.00 | 989.52 | 1,625.64 | 47.12 | 22,857.60 |
| OFFICE SUPPLIES | | | | | | | | | | | | | | |
| Dell Marketing | 4 laser printer toner cartridges | 80814 | 265.96 | | | | | | | | | | | 265.96 |
| OTHER EXPENSES | | | | | | | | | | | | | | |
| PERS | Sep-15 | | 3,200.04 | | | | | | | | | | | 3,200.04 |
| CEBCO Medical | Sep-15 | | 6,401.43 | | | | | | | | | | | 6,401.43 |
| Life Insurance | Sep-15 | | 22.80 | | | | | | | | | | | 22.80 |
| Superior Dental | Sep-15 | | 91.10 | | | | | | | | | | | 91.10 |
| Medicare | Sep-15 | | 315.45 | | | | | | | | | | | 315.45 |
| O TEC / OSU | Conference registration | 78268 | 40.00 | @@ | 320.00 | 40.00 | | | | | | | | 400.00 |
| Scott Schmid | Mileage reimbursement | 79590 | 8.21 | @@ | 65.68 | 8.21 | | | | | | | | 82.10 |
| Burgess & Niple | Task 2C Trail assessment study | 79594 | 543.73 | | 4,349.88 | 543.73 | | | | | | | | 5,437.34 |
| Melanie Runkel | Mileage & GIS book | 80815 | 7.10 | | 56.80 | 7.10 | | | | | | | | 71.00 |
| Cory Lynn Golden | Mileage reimbursement | 80816 | 4.33 | | 34.66 | 4.33 | | | | | | | | 43.32 |
| Miovision Technologies | Sept. 2015 traffic analysis | 80817 | 300.13 | | 2,401.01 | 300.13 | | | | | | | | 3,001.27 |
| ProForma | TCC promo first aid kits | 80818 | 275.30 | | 2,202.43 | 275.30 | | | | | | | | 2,753.03 |
| NTPRD | AQ program sponsorship | 80820 | | | | | | 4,000.00 | 1,000.00 | | | | | 5,000.00 |
| Louis Agresta | Mileage & parking | 80878 | 18.74 | @@ | 149.87 | 18.74 | | | | | 18.24 | | | 205.59 |
| | | | 11,228.36 | | 9,580.33 | 1,197.54 | 0.00 | 0.00 | 4,000.00 | 1,000.00 | 0.00 | 18.24 | 0.00 | 27,290.43 |
| TOTAL AMOUNT SUBMITTED | | | 20,153.67 | | 17,705.97 | 2,213.25 | 1,966.38 | 245.80 | 4,182.44 | 1,000.00 | 989.52 | 1,643.88 | 47.12 | 50,148.03 |
| @ | Includes indirect labor related costs to be distributed among all funding sources based on indirect costs rate. | | | | | | | | | | | | | |
| @@ | Prior Approved. | | | | | | | | | | | | | |

Approved October 9, 2015
Clark County - Springfield Transportation Coordinating Committee


Director

October 2015

Auditor

BLANKET & RESERVE Summary Sheet

| Account Number | Account Name | Funding Source | Number | Beginning Balance | Adjustments / Vendor | Activity To Date | Blanket / Reserve Balance |
|--------------------|-------------------------|-------------------------|------------------|--------------------|----------------------|--------------------|---------------------------|
| 74101 | Salaries | Appropriation | CY 14 | \$ 300,000.00 | | \$ 248,537.20 | \$ 51,462.80 |
| 74110 | PERS | Appropriation | CY 14 | \$ 42,000.00 | | \$ 34,795.12 | \$ 7,204.88 |
| 74111 | Workers Comp | Appropriation | CY 14 | \$ 6,000.00 | | \$ 3,585.00 | \$ 2,415.00 |
| 74112 | Unemployment | Appropriation | CY 14 | \$ - | | \$ - | \$ - |
| 74113 | Medicare | Appropriation | CY 14 | \$ 4,500.00 | | \$ 3,433.13 | \$ 1,066.87 |
| 74120 | Dental | Appropriation | CY 14 | \$ 1,500.00 | | \$ 911.00 | \$ 589.00 |
| 74121 | Life Insurance | Appropriation | CY 14 | \$ 300.00 | | \$ 228.00 | \$ 72.00 |
| 74122 | Health Insurance | Appropriation | CY 14 | \$ 85,000.00 | | \$ 69,143.09 | \$ 15,856.91 |
| | | | | \$ 439,300.00 | | \$ 360,632.54 | \$ 78,667.46 |
| 74140 | Travel | Prior Year | # 15945 | \$ 779.45 | Julie Beard | \$ 779.45 | \$0.00 |
| | | Prior Year | # 15954 | \$ 63.28 | Massie | \$ 63.28 | \$0.00 |
| | | Appropriation | CY 15 | \$ 20,000.00 | | | |
| | (less) | Blanket | # 15-1139 | \$ 2,714.78 | | \$ 2,714.78 | \$0.00 |
| | (less) | Blanket | # 15-1438 | \$ 5,000.00 | | \$ 3,829.89 | \$ 1,170.11 |
| NEW | (less) | Blanket | # 15-2835 | \$ 5,000.00 | | \$ - | \$ 5,000.00 |
| | | Remaining balance | | \$ 7,285.22 | | \$ 7,387.40 | \$ 6,170.11 |
| \$13,455.33 | | Total available balance | | | | | |
| 74145 | Employee Other | Prior Year | # 15929 | \$ 613.49 | Clark State | \$ 613.49 | \$0.00 |
| | | Prior Year | # 15943 | \$ 3,664.79 | Agresta | \$ 3,664.79 | \$0.00 |
| | | Appropriation | CY 15 | \$ 10,000.00 | | | |
| | (less) | Reserve Draw | #15-2102 | \$ 1,000.00 | Clark State | \$0.00 | \$ 1,000.00 |
| | | Remaining balance | | \$ 9,000.00 | | \$ 4,278.28 | \$ 1,000.00 |
| \$10,000.00 | | Total available balance | | | | | |
| 74200 | Office Supplies | Prior Year | | | | \$ - | \$ - |
| | | Appropriation | CY 15 | \$ 15,000.00 | | | |
| | (less) | Blanket | # 15-1140 | \$ 5,000.00 | | \$ 4,102.87 | \$ 897.13 |
| NEW | (less) | Blanket | # 15-2672 | \$ 5,000.00 | | \$ 1,160.26 | \$ 3,839.74 |
| | | Remaining balance | | \$ 5,000.00 | | \$ 5,263.13 | \$ 4,736.87 |
| \$9,736.87 | | Total available balance | | | | | |
| 74210 | Office Equipment | Prior Year | | | | | |
| | | Appropriation | CY 15 | \$ 25,000.00 | | | |
| | (less) | Blanket | # 15-1141 | \$ 5,000.00 | | \$ 1,641.37 | \$ 3,358.63 |
| | (less) | Reserve Draw | # 915981 | \$ 5,300.00 | BEC copier | \$ 5,300.00 | \$0.00 |
| | | Remaining balance | | \$ 14,700.00 | | \$ 6,941.37 | \$ 3,358.63 |
| \$18,058.63 | | Total available balance | | | | | |

October 2015

Auditor **BLANKET & RESERVE Summary Sheet**

| Account Number | Account Name | Funding Source | Number | Beginning Balance | Adjustments / Vendor | Activity To Date | Blanket / Reserve Balance |
|---------------------|----------------------------|-------------------------|-----------|-------------------|----------------------|------------------|---------------------------|
| 74211 | Capital Expenses | Appropriation | CY 15 | \$ 5,000.00 | | | |
| | (less) | Blanket | # 15-1142 | \$ 5,000.00 | | \$ - | \$ 5,000.00 |
| | | Remaining balance | | \$0.00 | | | \$ 5,000.00 |
| | \$5,000.00 | Total available balance | | | | | |
| 74230 | Adv. & Printing | Prior Year | | | | \$ - | \$ - |
| | | Appropriation | CY 15 | \$ 70,000.00 | | | |
| | (less) | Blanket | # 15-1143 | \$ 10,000.00 | | \$ 7,110.48 | \$ 2,889.52 |
| | (less) | Reserve Draw | # 915966 | \$ 10,000.00 | Spfld Arts Council | \$ 10,000.00 | \$0.00 |
| | (less) | Reserve Draw | # 916000 | \$ 5,000.00 | NTPRD | \$ 5,000.00 | \$0.00 |
| | (less) | Reserve Draw | # 15-2445 | \$ 4,200.00 | First Transit | \$ 4,200.00 | \$0.00 |
| | (less) | Reserve Draw | # 15-2582 | \$ 5,000.00 | NTPRD | \$ 5,000.00 | \$0.00 |
| | | Remaining balance | | \$ 35,800.00 | | \$ 31,310.48 | \$ 2,889.52 |
| \$38,689.52 | Total available balance | | | | | | |
| 74310 | Audit Expenses | Prior Year | # 15905 | \$ - | Treasurer State | \$ - | \$0.00 |
| | | Appropriation | CY 14 | \$ 10,000.00 | | | |
| | (less) | Reserve Draw | # 15-2408 | \$ 8,000.00 | Treasurer State | \$ 1,435.00 | \$ 6,565.00 |
| | | Remaining balance | | \$ 2,000.00 | | | \$ 6,565.00 |
| \$8,565.00 | Total available balance | | | | | | |
| 74401 | Contract - Other | Prior Year | # 15941 | \$ 301.00 | Pitney Bowes | \$ 301.00 | \$0.00 |
| | | Appropriation | CY 15 | \$ 10,000.00 | | | |
| | (less) | Blanket | # 15-1144 | \$ 5,000.00 | | \$ 1,232.18 | \$ 3,767.82 |
| | (less) | Reserve Draw | # 915982 | \$ 2,330.00 | BEC service | \$ 2,330.00 | \$0.00 |
| | | Remaining balance | | \$ 2,670.00 | | \$ 3,863.18 | \$ 3,767.82 |
| \$6,437.82 | Total available balance | | | | | | |
| 74403 | Contract - Project | Prior Year | # 15798 | \$ 1,763.60 | DLZ Ohio | \$ 1,763.60 | \$0.00 |
| | | Prior Year | # 15955 | \$ 794.40 | Donet / DataYard | \$ 794.40 | \$0.00 |
| | | Appropriation | CY 15 | \$ 172,700.00 | | | |
| | (less) | Blanket | # 15-1145 | \$ 10,000.00 | | \$ 8,982.89 | \$ 1,017.11 |
| | (less) | Reserve Draw | # 915977 | \$ 100,000.00 | Burgess & Niple | \$ 28,989.53 | \$ 71,010.47 |
| | (less) | Reserve Draw | # 916026 | \$ 2,915.00 | GeoShack | \$ 2,915.00 | \$0.00 |
| | NEW | (less) Blanket | # 15-2673 | \$ 10,000.00 | | \$ - | \$ 10,000.00 |
| | | Remaining balance | | \$ 49,785.00 | | \$ 43,445.42 | \$ 82,027.58 |
| \$131,812.58 | Total available balance | | | | | | |

| Account Number | Account Name | Funding Source | Number | Beginning Balance | Adjustments / Vendor | Activity To Date | Blanket / Reserve Balance |
|----------------|-----------------------|-------------------------|-----------|---------------------|----------------------|------------------|---------------------------|
| 74900 | Other Expenses | Prior Year | # 15940 | \$ 39.27 | City Springfield | \$ 39.27 | \$0.00 |
| | | Prior Year | # 15944 | \$0.00 | TW Telecom | \$ - | \$0.00 |
| | | Appropriation | CY 15 | \$ 90,000.00 | | | |
| | (less) | Blanket | # 15-1146 | \$ 5,000.00 | | \$ 3,541.85 | \$ 1,458.15 |
| | (less) | Reserve Draw | # 915978 | \$ 8,281.29 | Miovision | \$ 8,281.29 | \$0.00 |
| | (less) | CORSA | Auditor | \$ 869.00 | Liability Insurance | \$ 869.00 | \$0.00 |
| | (less) | Reserve Draw | # 916015 | \$ - | Economy Adv. | \$ - | \$0.00 |
| | (less) | Reserve Draw | # 916016 | \$ 3,000.00 | ProForma | \$ 2,753.03 | \$ 246.97 |
| | (less) | Reserve Draw | # 916017 | \$ 2,085.42 | Totally Promo | \$ 2,085.42 | \$0.00 |
| | (less) | Reserve Draw | # 916018 | \$ 2,622.00 | ProRider | \$ 2,622.00 | \$0.00 |
| | (less) | Reserve Draw | # 916019 | \$0.00 | Discountmugs.com | \$ - | \$0.00 |
| | (less) | Reserve Draw | # 916020 | \$ 1,123.02 | 4imprint | \$ 1,123.02 | \$0.00 |
| | (less) | Reserve Draw | # 916025 | \$ 2,680.63 | 4imprint | \$ 2,680.63 | \$0.00 |
| | (less) | Reserve Draw | # 916027 | \$ 6,200.00 | MacRay | \$ 6,200.00 | \$0.00 |
| | | Remaining balance | | \$ 58,138.64 | | \$ 30,195.51 | \$ 1,705.12 |
| | \$59,843.76 | Total available balance | | | | | |

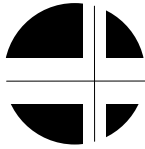
| | | | | | | | | |
|-------|-------------------|-------------------------|--------------|---------------------|-------------|---------------|-------------|-------------|
| 74904 | Rentals | Appropriation | CY 14 | \$ 35,000.00 | | | | |
| | | (less) | Reserve Draw | # 915963 | \$ 8,397.50 | Clark Co Comm | \$ 8,397.50 | \$0.00 |
| | | (less) | Reserve Draw | # 915995 | \$ 8,397.50 | Clark Co Comm | \$ 8,397.50 | \$0.00 |
| | | (less) | Reserve Draw | #15-2103 | \$ 8,397.50 | Clark Co Comm | \$ 8,397.50 | \$0.00 |
| | | (less) | Reserve Draw | # 15-2446 | \$ 8,650.00 | Clark Co Comm | \$ - | \$ 8,650.00 |
| | | Remaining balance | | \$ 1,157.50 | | \$ 25,192.50 | \$ 8,650.00 | |
| | \$9,807.50 | Total available balance | | | | | | |

| | | | | | | | |
|--|---------------------|--------------------------|--------------|----------------------|--|----------------------|----------------------|
| | | Prior Year | CY 14 | \$ 8,019.28 | | | |
| | | Appropriation | CY 15 | \$ 902,000.00 | | \$ 518,509.81 | |
| | | Remaining balance | | \$ 185,536.36 | | | \$ 204,538.11 |
| | \$390,074.47 | Total available balance | | | | | |

APP = Appropriation
 PYR = Prior Year
 EXP = Activity To Date

ENC = B/R Balance - salaries section
 BAL = Total available balance - ENC

\$ 125,870.65
 \$ 264,203.82



Chairman

Elmer Beard

Vice Chairmen

Kent Sherry

John Burr

Leo Shanayda

Members

Mark Beckdahl

Bob Bender

Randy Bridge

Nancy Brown

Dana Bumgardner

Leann Castillo

Joyce Chilton

John Detrick

David Dombrosky

Karen Duncan

Kathy Estep

Mike Groeber

Richard Henry

David Herier

Tim Howard

Toni Keller

Gene Kelly

Carol Kennard

Argeri Lagos

Rick Lohnes

Lowell McGlothin

Chris Moore

Joe Mosier

Matt Parrill

Sam Stucky

Tom Troxell

Honorary Member

William George

Transportation Director

Scott Schmid

Memo

To: TCC Members and Alternates

From: Scott Schmid, Transportation Director

Date: November 6, 2015

Re: November 13 TCC Meeting Prior Approval Request

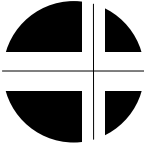
Urgent For Review Please Comment Please Reply Please Recycle

All:

Staff is requesting the following prior approvals for expenses:

- An amount not to exceed \$60 for 2 city of Springfield staff members to attend Introduction to Transit Asset Management training in Columbus on November 30. The estimate includes mileage only.

Staff is requesting approval of this request via voice vote at the November 13 TCC meeting. If you have questions, please contact me at 521-2133.



2015 High Hazard Locations List for Clark County - Executive Summary

Purpose and Need

The purpose of this document is to update the 2013 High Hazard Locations List document, accepted by the TCC in September 2013. The High Hazard Location List serves to meet the planning requirements of MAP-21 and the objectives and strategies of the 2040 TCC Long Range Transportation Plan and the SFY 2016 TCC Planning Work Program.

Changes from the 2013 Document

EPDO and RSI factors were updated using the latest numbers from ODOT.

Appendix A was updated with countywide crash statistics for 2007-2014.

Appendix B was updated with individual jurisdictional crash statistics for 2007-2014.

Appendix C was updated with Clark County locations on ODOT's priority lists.

Next Update

The document is scheduled for update in 2017 using 2014-2016 crash data.

Full Report

The full report, including all tables and maps, can be found on the TCC website Public Safety page at <http://www.clarktcc.com/crashes.htm>. Additional printed copies of the full report can also be requested by contacting the TCC office at (937) 521-2129 or by e-mail at mrunkel@clarkcountyohio.gov.

Requested Action

Staff requests acceptance of the document via Resolution 2015-O at the November 13, 2015 TCC Meeting.

RESOLUTION 2015 - O

OF THE CLARK COUNTY–SPRINGFIELD TRANSPORTATION COORDINATING COMMITTEE TO ACCEPT THE 2015 HIGH HAZARD LOCATION LIST FOR CLARK COUNTY

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 #18823 between ODOT and the Board of Commissioners of Clark County, Ohio; and

WHEREAS, CCSTCC has prepared a High Hazard Location List for Clark County which analyzes three years of crash data on all non-freeway portions of all Clark County roadways; and

WHEREAS, the development of the High Hazard Location List meets the planning requirements of the current Federal transportation legislation Moving Ahead for Progress in the 21st Century (MAP-21) and the objectives and strategies of the current CCSTCC 2040 Transportation Plan; and

WHEREAS, the High Hazard Location List is a work product completed as part of the CCSTCC SFY2016 Planning Work Program; and

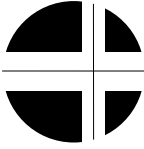
WHEREAS, CCSTCC will use the High Hazard Location List in cooperation with ODOT, the local governments, the local law enforcement agencies, other local agencies of Clark County to address locations with severe and high frequencies of crashes.

BE IT THEREFORE RESOLVED:

That the members of the Clark County –Springfield Transportation Coordinating Committee hereby accept the 2015 High Hazard Location List for Clark County.

Elmer M. Beard
Chairman

November 13, 2015



2015 Prospectus and Bylaws - Executive Summary

Purpose and Need

The purpose of this document is to update the TCC's Prospectus and Bylaws. The Prospectus is a document that establishes a multi-year framework within which the annual Planning Work Program is accomplished. It describes the TCC's organizational structure and the work to be performed in the conduct of the transportation planning process. The Prospectus is reviewed periodically for changes. As part of the FY16 Planning Work Program development, the Ohio Department of Transportation (ODOT) requested that all MPO's in the state review and update their respective Prospectus. The current TCC Prospectus is dated November 2011.

Development

Revisions to the Prospectus and Bylaws were formulated through a subcommittee formed at the request of TCC Chairman Elmer Beard. Volunteers were requested at the December 12, 2014, the January 9, 2015, and the May 8, 2015 TCC Meetings.

The subcommittee met on May 27 and July 8. The subcommittee developed and made recommendations to changes to the mission statement and organizational structure of the TCC.

Changes were drafted by staff and presented to ODOT Central Office and District 7 for review. Minor typographical and graphical changes were suggested. The revision, once assembled by staff, was sent via email to the subcommittee for final review. The four members of subcommittee unanimously agreed to send the document to the TCC at the September 11, 2015 meeting for adoption.

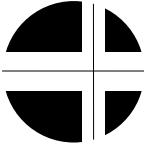
At the September 11, 2015 TCC meeting, the board voted 12-7 to table the approval of the Prospectus and Bylaws until the October 9, 2015 TCC meeting.

At the October 9, 2015 TCC meeting, the board voted unanimously to table the approval of the Prospectus and Bylaws until the November 13, 2015 TCC meeting.

The subcommittee, via email, voted to send the same proposed changes to the TCC at the November 13, 2015 meeting for adoption.

Proposed Changes to the Prospectus

The Prospectus was simplified to include pertinent information regarding the formation of the TCC. The sections detailing earlier Prospectus were eliminated.



A new mission statement was drafted, which replaced the Long Range Plan Goals, Objectives, and Planning section of the document. A section on transportation issues facing the area was also included in the revision.

The TCC Core Planning Products section was replaced with a synopsis of planning activities.

The Cooperative Agreements section was updated to current documentation, and the appendix containing these agreements was eliminated. Copies of the agreements are on file at the TCC office and can be requested at any time.

The TCC's Organizational Structure and Bylaws were changed. The changes include:

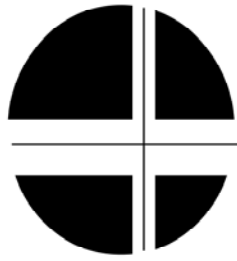
- Reduction in the amount of Transportation Coordinating Committee Members from 30 to 13
- Formation of two new subcommittees (Local Officials, Government, and Citizens Advisory Committee, Human Services and Coordinated Transportation Advisory Committee) in addition to redefining the Technical Advisory Committee
- Elimination of the Executive Committee
- Reduction/addition of flexibility in the number of TCC meetings annually

Full Report

The full document has been included in the September 11, 2015 TCC Meeting electronic agenda packet. The 2011 document can be found on the TCC website Mission page at <http://www.clarktcc.com/mission.htm>. Printed copies of the document can also be requested by contacting the TCC office at (937) 521-2133 or by e-mail at sschmid@clarkcountyohio.gov.

Requested Action

The Prospectus and Bylaws Subcommittee requests TCC approval by vote at the November 13, 2015 meeting. Under Article VI of the current Bylaws, a majority vote of the full membership of the TCC is required to amend the document.



CLARK COUNTY-SPRINGFIELD

TRANSPORTATION COORDINATING COMMITTEE

Prospectus & Bylaws

November 2015

Springview Government Center
3130 East Main Street, Suite 2A
Springfield, OH 45505
Phone: 937-521-2128
E-mail: ccstcc@clarkcountyohio.gov
Website: www.clarktcc.com

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INTRODUCTION

The Clark County – Springfield Transportation Coordinating Committee (TCC) was permanently established in February 1964 by the Governor of the State of Ohio to comply with the Federal-Aid Highway Act of 1962 requiring the formation of a Metropolitan Planning Organization (MPO) for any urbanized area with a population greater than 50,000. The TCC is the MPO responsible for transportation planning in the Clark County- Springfield area and is responsible for meeting all the Federal requirements of the cooperative, comprehensive, and continuing transportation planning process, known as the 3-C process. Task areas for TCC staff include, but are not limited to, air quality planning, public transit planning, highway safety improvement program, bike and pedestrian planning, public involvement, and updating the Transportation Improvement Plan (TIP) and Long Range Transportation Plan (LRTP).

Mission Statement

The mission of the Clark County – Springfield Transportation Coordinating Committee is to provide a forum for comprehensive and continuing transportation planning discussions among cooperating members that encourage the development of a safe, efficient, and reliable multi-modal transportation system that meets the needs of residents and visitors in the planning area.

Planning Area

The planning area for the TCC is Clark County, Ohio. This includes twenty (20) political subdivisions - the two (2) cities of New Carlisle and Springfield; the ten (10) townships of Bethel, German, Green, Harmony, Mad River, Madison, Moorefield, Pike, Pleasant, and Springfield; and the eight (8) villages of Catawba, Clifton, Donnelsville, Enon, North Hampton, South Charleston, South Vienna, and Tremont City. See Appendix A for a map of the planning area.

TRANSPORTATION ISSUES FACING THE AREA

The transportation planning process is designed to identify, study, and resolve issues faced in the planning area. Issues currently faced by the TCC planning area are:

Funding – The lack of stable Federal and State funding sources and the lack of local match funds adversely affects the planning process and limits the implementation of projects.

Transportation Options for the Aging Population – The reliance on private vehicles and funding constraints for public transit providers has limited the transportation options of the aging population. It is important to identify their needs and analyze services currently offered by transit providers in order to maximize services to the meet the population's mobility needs.

Utilizing the Transportation System to Gain Economic Advantage – There is a need to coordinate and develop transportation plans and programs that complement economic and community development.

TRANSPORTATION PLANNING ACTIVITIES

Planning Work Program

The Planning Work Program (PWP) identifies the major tasks necessary to maintain the transportation planning process and serves as the budgeting mechanism for the fiscal year. The PWP also details local, regional, and state programs related to transportation planning that are executed by TCC staff.

Transportation Improvement Program

The Transportation Improvement Program (TIP) is the principal document for recording how available Federal and State funding will be used to finance transportation system improvements. The TIP lists completed, planned, and regionally significant projects for the Clark County – Springfield area over a four year span. It includes narratives discussing the TIP's consistency with applicable Federal, Statewide, and MPO rules, and with long range transportation and air quality plans. The TIP also details project selection criteria, the balancing of project costs with available finances, and the status of projects implemented through the TIP. The TIP and all MPO TIP's are part of the Statewide Transportation Improvement Program (STIP).

Long Range Transportation Plan

The Long Range Transportation Plan (LRTP) guides the development of future transportation system improvements for a period of at least twenty (20) years. The goals and objectives of this plan are based upon anticipated changes in population, commercial development, residential shifts, and future needs. The intent of the plan is to serve as a planning tool to guide decision making related to the area's transportation system.

Public Participation Plan

The Public Participation Plan (PPP) provides guidance for public involvement activities conducted by the TCC and contains goals, objectives, strategies, and techniques used for public involvement on all plans and programs. The PPP also addresses all Federal and State public involvement requirements.

Public participation opportunities are intended to engage the public in the transportation planning process as well as keep the public informed of current transportation related activities.

COOPERATIVE AGREEMENTS

Ohio Department of Transportation (ODOT) Biennial Agreement

The TCC operates under a formal agreement according to Section 307.85 of Ohio Revised Code. The parties to the Agreement are ODOT and the Board of Clark County Commissioners. The current Agreement No. 18823 is dated June 9, 2015 and is renewed biennially. The Agreement describes how the transportation planning process for the Springfield urbanized area will be carried out. By this Agreement, the TCC furnishes to the State of Ohio, the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and other agencies as necessary the following items:

1. A Prospectus describing the TCC's organizational structure, committee bylaws, and the work to be performed in the conduct of the urban transportation planning process.
2. A performance based planning process, coordinated with ODOT, inclusive of performance measures, performance targets, performance based programming, and reporting.
3. A Transportation Plan, with a 20 year planning horizon, resulting from the urban transportation planning process.
4. A Transportation Improvement Program, with a 4 year regional project listing resulting from the urban transportation planning process.
5. A Participation Plan that provides reasonable opportunities for interested public and private parties to participate in the urban transportation planning process.
6. A periodic report of events, developments, and accomplishments resulting from the urban transportation planning process.

Supplemental Agreement

The Supplemental Agreement between Clark County Board of Commissioners and the City of Springfield, Ohio dated April 11, 1974 stipulates that the County and the City shall participate equally in the local funding of the transportation portion of comprehensive planning. The dollar amount of participation will be mutually agreed to annually by the County and the City.

Memorandum of Understanding with the City of Springfield for Public Transit Planning

The Memorandum of Understanding between the Clark County Board of Commissioners and the City of Springfield, Ohio dated June 21, 2012 stipulates that the County and City shall continue to work together on transit planning in a cooperative manner. The MOU details the production and exchange of data information necessary to maintain the public transit portion of the urbanized transportation planning process.

Memorandum of Understanding for Air Quality Planning including Inter-Agency Consultation

The Memorandum of Understanding between OEPA, ODOT, USEPA, FHWA, FTA, OKI, MVRPC, and TCC, dated August, 2013, defines the process and procedures for the coordination of transportation and transportation related air quality planning including the consultation and determination of transportation conformity per 40 CFR Parts 51 and 93 and 23 CFR Part 450.310(c). MVRPC serves as the lead agency in the Dayton-Springfield Air Quality Control Region for purposes of air quality planning.

Memorandum of Understanding with MVRPC for Cooperative Transportation Planning

The Memorandum of Understanding between the TCC and the Miami Valley Regional Planning Commission (MVRPC), dated August 8, 2008, is to coordinate the two entities' efforts so that a cooperative, comprehensive, and continuing regional transportation planning process is achieved including TIP and LRTP conformity determinations.

Memorandum of Understanding, Clean Ohio Program

The Memorandum of Understanding between the Clark County Board of Commissioners, the Ohio Public Works Commission District 11, and the TCC, dated October 12, 2001, defines the responsibilities of the three parties in performing tasks to accomplish the objectives of the District 11 Public Works Integrating Committee Subcommittees for the Clean Ohio Program.

Ohio Public Works Commission (OPWC) for District 11, Intergovernmental Services Agreement

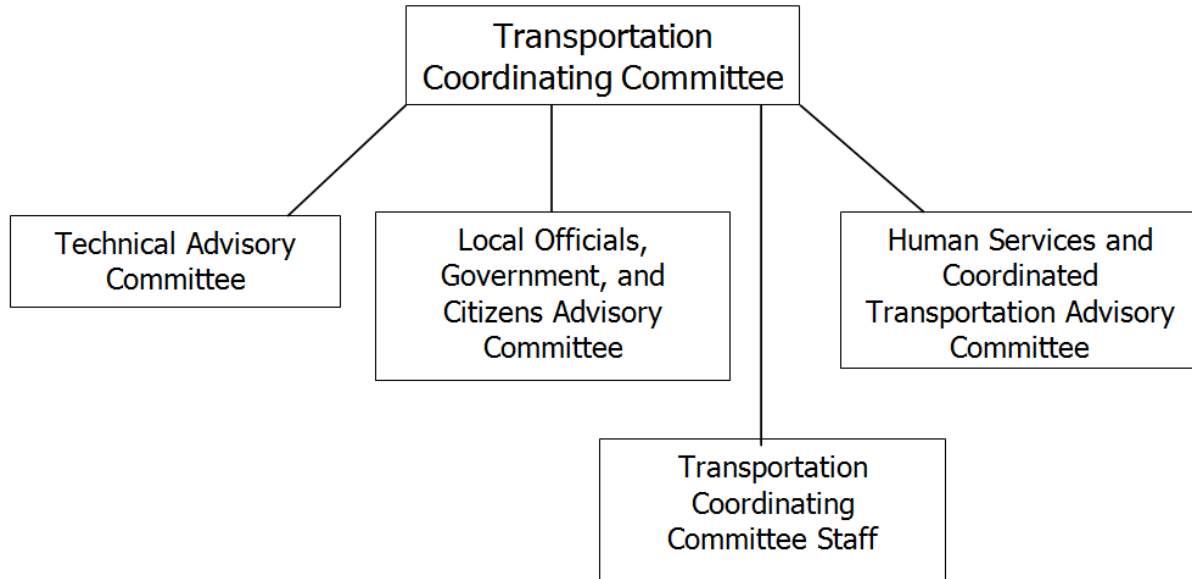
The Agreement between the Clark County Board of Commissioners and the Ohio Public Works Commission, dated June 24, 2015, defines the responsibilities of the TCC in performing tasks to accomplish the objectives of the District 11 Public Works Commission and its subcommittees. OPWC and 19 Public Works Districts were established by Am. Sub. House Bill 704 to implement and carry out the "Issue 2" Program throughout the State of Ohio. The Agreement is renewed on an annual basis.

West Central Port Authority (WESTCO), Memorandum of Understanding

The Memorandum of Understanding between WESTCO and the Clark County Board of Commissioners, dated May 21, 2013, defines the responsibilities of the TCC in providing administrative services to WESTCO.

ORGANIZATIONAL STRUCTURE

The TCC transportation planning process functions under a staff structure. The organization structure is as follows:



Transportation Coordinating Committee

The Transportation Coordinating Committee is responsible for initiating and guiding the activities necessary to perform the function of the Metropolitan Planning Organization responsible for the Clark County planning area. Final responsibility for transportation planning and programming is vested with the TCC.

Technical Advisory Committee

The Technical Advisory Committee shall provide technical advice and guidance to the TCC with regard to long and short range comprehensive plans for the planning area, planning methodology, forecasts, and assumptions, and technical analysis of transportation improvement programs.

Local Officials, Government, and Citizens Advisory Committee

The Local Officials, Government, and Citizens Advisory Committee shall provide topical advice and guidance to the TCC with regard to short and long range transportation planning programs, plans, and issues.

Human Services and Coordinated Transportation Advisory Committee

The Human Services and Coordinated Transportation Advisory Committee shall provide topical advice and guidance to the TCC with regard to short and long range transportation planning programs, plans, and issues.

Transportation Coordinating Committee Staff

Transportation Coordinating Committee Staff members are responsible for the coordination of the transportation planning activities of all participants in the TCC transportation planning process. Staff members are tasked with timely completion of regional analysis, documentation, scheduling meetings, disseminating data to all agencies, complying with requests from public and private agencies, and providing the media with prudent transportation information.

BY LAWS & VOTING REPRESENTATION

ARTICLE I – NAME

The name of this organization shall be the Clark County-Springfield Transportation Coordinating Committee.

ARTICLE II – COMPOSITION AND VOTING

1. The Transportation Coordinating Committee shall be composed of local government officials, elected officials, and other transportation stakeholders. Membership shall be limited to thirteen (13) seats:
 - (1) Clark County Commissioner
 - (1) Clark County Engineer
 - (2) City of Springfield Commissioners
 - (2) Clark County Township Trustees
 - (1) City of New Carlisle Council Person
 - (1) Village of Enon Council Person
 - (1) Representative of the Ohio Department of Transportation
 - (1) Representative of the West Central Ohio Port Authority Board of Directors
 - (1) Technical Advisory Chair Person
 - (1) Local Officials, Government, and Citizens Advisory Committee Chair Person
 - (1) Human Services and Coordinated Transportation Advisory Committee Chair Person

2. Members and their designated alternates shall be appointed by the jurisdiction that they represent to serve a three-year term. There shall be no limits to the amount of terms that a member may serve.
3. Each member will be apportioned one vote. The member's designated alternate may vote only in the event that their corresponding member is not present.
4. The Transportation Coordinating Committee Chair Person shall vote only to break a tie.

ARTICLE III – DUTIES AND RESPONSIBILITIES

The Transportation Coordinating Committee is to initiate and guide the activities necessary to perform the function of the Metropolitan Planning Organization responsible for the Clark County planning area. Duties and responsibilities of the Transportation Coordinating Committee are as follows:

1. Exercise general management and direction of the staff in accordance with Governing Agreements and the Prospectus
2. Appoint members to all subordinate committees as defined in these Bylaws
3. Review and approve all core planning products as documented in the Prospectus as well as all other commissioned planning studies
4. Select and appoint the Transportation Director, who shall be the chief administrator of the Transportation Coordinating Committee

ARTICLE IV – ORGANIZATION

The Transportation Coordinating Committee shall be organized as follows:

1. Officers shall consist of one Chair Person and one Vice-Chair Person.
2. Officers shall be elected by a majority of the Transportation Coordinating Committee at the beginning of the triennial nomination period. The term of office shall be three years and shall run concurrent to the Transportation Coordinating Committee's three year term.
3. The Chair Person is to preside at all meetings of the Transportation Coordinating Committee, to appoint ad hoc committees, and to call special meetings as needed.
4. The First Vice-Chair Person is to perform the duties of the Chair Person in their absence.

5. No Officer's designated Alternate may act as an Officer of the Transportation Coordinating Committee in the absence of an Officer.

ARTICLE V – MEETINGS

1. The Transportation Coordinating Committee shall meet at minimum eight (8) times within a calendar year. The meeting calendar shall be approved by the Transportation Coordinating Committee prior to the first meeting of the calendar year.
2. The majority of voting Members (50% +1) or their designated Alternates shall constitute a quorum.
3. All meetings of the Transportation Coordinating Committee shall be conducted via parliamentary procedure. Formal procedure is determined first by local, state, and federal law; second by the Prospectus and Bylaws, and shall default to parliamentary procedure outlined in *"Robert's Rules of Order Newly Revised."*

ARTICLE VI – TECHNICAL ADVISORY COMMITTEE

1. The Technical Advisory Committee shall provide technical advice and guidance to the Transportation Coordinating Committee with regard to:
 - a. Professional and technical considerations involved in plans and decisions;
 - b. Long and short range comprehensive plans for the region;
 - c. Transportation planning methodology, projections, assumptions, and plan recommendations;
 - d. Transportation Plan implementation; and
 - e. Technical analysis of Transportation Improvement Programs.
2. All members of the Technical Advisory Committee shall be appointed by the Transportation Coordinating Committee. Members shall remain on the Technical Advisory Committee until action from the Transportation Coordinating Committee.
3. Membership shall not exceed ten (10) seats and shall consist of local and state professionals representing planning, engineering, and operations divisions. These professionals should include representatives from planning departments, service departments, and transit operating departments.

4. Each member will be apportioned one vote.
5. Officers of the Technical Advisory Committee shall consist of a Chair Person and a Vice-Chairperson.
6. Officers shall be elected by a majority of the Technical Advisory Committee and shall remain in place until action by the Technical Advisory Committee.
7. The Chair Person is to preside at all meetings of the Technical Advisory Committee. The Vice-Chair Person shall act as the Chair Person in their absence.
8. The Chair Person shall be appointed to the Transportation Coordinating Committee as a Member with the Vice-Chair Person appointed as an Alternate. The Chair Person is to report the business of and represent the Technical Advisory Committee.
9. The Technical Advisory Committee shall meet on an as needed basis as determined by the Chair Person.
10. The majority (50% +1) of the voting members of the Technical Advisory Committee shall constitute a quorum.

ARTICLE VII – LOCAL OFFICIALS, GOVERNMENT, AND CITIZENS ADVISORY COMMITTEE

1. The Local Officials, Government, and Citizens Advisory Committee shall provide local advice and guidance to the Transportation Coordinating Committee with regard to short and long range transportation planning programs, plans, and issues.
2. All members of the Local Officials, Government, and Citizens Advisory Committee shall be appointed by the Transportation Coordinating Committee. Members shall remain on the Local Officials, Government, and Citizens Advisory Committee until action from the Transportation Coordinating Committee.
3. Membership shall not exceed fifteen (15) seats and should consist of representatives of local government, parks and recreation departments, law enforcement divisions, chambers of commerce, and health departments. These representatives should include township trustees, village council people, and citizen members.
4. Each member will be apportioned one vote.

5. Officers of the Local Officials, Government, and Citizens Advisory Committee shall consist of a Chair Person and a Vice-Chairperson.
6. Officers shall be elected by a majority of the Local Officials, Government, and Citizens Advisory Committee and shall remain in place until action by the Local Officials, Government, and Citizens Advisory Committee.
7. The Chair Person is to preside at all meetings of the Local Officials, Government, and Citizens Advisory Committee. The Vice-Chair Person shall act as the Chair Person in their absence.
8. The Chair Person shall be appointed to the Transportation Coordinating Committee as a Member with the Vice-Chair Person appointed as an Alternate. The Chair Person is to report the business of and represent the Local Officials, Government, and Citizens Advisory Committee.
9. The Local Officials, Government, and Citizens Advisory Committee shall meet on an as needed basis as determined by the Chair Person.
10. The majority (50% +1) of the voting members of the Local Officials, Government, and Citizens Advisory Committee shall constitute a quorum.

ARTICLE VIII – HUMAN SERVICES AND COORDINATED TRANSPORTATION ADVISORY COMMITTEE

1. The Human Services and Coordinated Transportation Advisory Committee shall provide local advice and guidance to the Transportation Coordinating Committee with regard to public transportation and human services transportation plans and programs.
2. All members of the Human Services and Coordinated Transportation Advisory Committee shall be appointed by the Transportation Coordinating Committee. Members shall remain on the Human Services and Coordinated Transportation Advisory Committee until action from the Transportation Coordinating Committee.
3. Membership shall not exceed fifteen (15) seats and should consist of local professionals representing human services agencies and operators of public transit.
4. Each member will be apportioned one vote.
5. Officers of the Human Services and Coordinated Transportation Advisory Committee shall consist of a Chair Person and a Vice-Chairperson.

6. Officers shall be elected by a majority of the Human Services and Coordinated Transportation Advisory Committee and shall remain in place until action by the Human Services and Coordinated Transportation Advisory Committee.
7. The Chair Person is to preside at all meetings of the Human Services and Coordinated Transportation Advisory Committee. The Vice-Chair Person shall act as the Chair Person in their absence.
8. The Chair Person shall be appointed to the Transportation Coordinating Committee as a Member with the Vice-Chair Person appointed as an Alternate. The Chair Person is to report the business of and represent the Human Services and Coordinated Transportation Advisory Committee.
9. The Human Services and Coordinated Transportation Advisory Committee shall meet on an as needed basis as determined by the Chair Person.
10. The majority (50% +1) of the voting members of the Human Services and Coordinated Transportation Advisory Committee shall constitute a quorum.

ARTICLE IX – AMENDMENT OF ARTICLES

These Articles may be amended by a majority vote of the full membership of the Transportation Coordinating Committee.

APPENDIX A: Map of TCC Planning Area

Clark County Cities, Townships, and Villages TCC Planning Area

