

RCRPC Overall Work Program Completion Report Fiscal Year 2025

Reporting Period: July 1, 2024 – June 30, 2025



Version 3

Document completed pursuant to 23 U.S.C. Section 409. The preparation of this document was financed in part by the Ohio Department of Transportation (ODOT) and the Federal Highway Administration (FHWA), in cooperation with local units of government. The contents do not necessarily reflect the official view and policies of the State and/or United States (US) Department of Transportation. This report does not constitute a standard specification or regulation.



October 30, 2025

The preparation of this document was financed in part with funding from the United States Department of Transportation (USDOT), administered by the Ohio Department of Transportation (ODOT). The opinions, findings, and conclusions expressed in this publication are those of the authors and do not necessarily represent USDOT.

Title VI Notice: As a federally designated Metropolitan Planning Organization, RCRPC fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all transportation programs and activities.

Americans with Disabilities Act (ADA) Information:

Individuals requiring reasonable accommodations may request written materials in alternate formats which include interpreter services, large print, readers, hearing assistance or other reasonable accommodations by contacting the Richland County Regional Planning Commission at 419-774-5684.

Additional copies of this document may be obtained by contacting:

Pong Wu

Pong Wu
Transportation Technical Director
Richland County Regional Planning Commission (RCRPC)
19 N Main St.
Mansfield, OH 44902
pwu@rcrpc.org

Contents

Abbreviations and Acronyms.....	4
Introduction.....	5
Overall Work Program (OWP).....	6
OWP Completion Report.....	7
Overall Work Program Approval Resolution 24-14.....	8
OWP Completion Report Approval Resolution 26-08.....	9
Subcategory 204 Community Development Block Grants.....	10
Work Element 204.1 CDBG / RLF	10
Activities.....	10
Accomplishments.....	10
Subcategory 206 Ohio Public Works Commission programs	11
Work Element 206.1 OPWC District 16 Administration.....	11
Activities.....	11
Accomplishments.....	11
Subcategory 601 Short Range Planning	12
Work Element 601.1 Short Range Planning	12
Activities.....	12
Accomplishments.....	13
Subcategory 602 Transportation Improvement Program.....	20
Work Element 602.1 Transportation Improvement Program.....	20
Activities.....	20
Accomplishments.....	21
Subcategory 605 Continuing Planning - Surveillance.....	22
Work Element 605.1 Surveillance	22
Activities.....	22
Accomplishments.....	23
<i>Expenditures were lower than original estimated budget. Some tasks and works done by the Transportation Technical Director were charged in the 601-Short Range Plan and 610- Transportation Plan</i>	<i>24</i>

Subcategory 610 Transportation Plan	24
Work Element 610.1 Long Range Planning	24
Activities.....	24
Accomplishments.....	25
Subcategory 625 Services.....	28
Work Element 625.1 Planning Assistance, Information Dissemination and GIS Activities	28
Activities.....	28
Accomplishments.....	29
Subcategory 630 Participation in Statewide Planning	30
Work Element 630.1 Participation in Statewide Planning	30
Activities.....	30
Accomplishments.....	30
Subcategory 674 Transit	31
Work Element 674.2 Operational planning for the Richland County Transit Board (RCTB).....	31
Activities.....	31
Accomplishments - RCRPC.....	31
Accomplishments – Operator.....	32
Work Element 674.4 Social Service Transportation	34
Activities.....	34
Accomplishments.....	34
Subcategory 697 Transportation Program Reporting	35
Work Element 697.1 Transportation Program Reporting	35
Activities.....	35
Accomplishments.....	36
Subcategory 901 Local Service.....	37
Work Element 901.1 Local Service (Includes work previously included in 920).....	37
Activities.....	37
Accomplishments.....	38
Subcategory 1001 Administration.....	40
Work Element 1001 Administration.....	40
Activities.....	40

Abbreviations and Acronyms

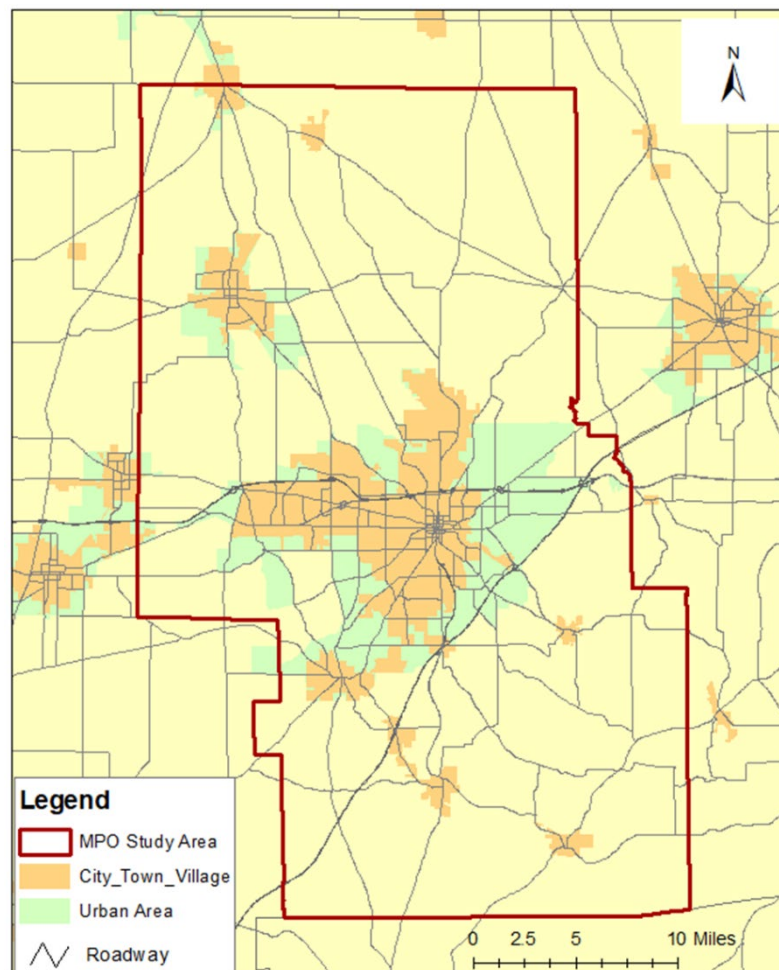
CFR	Code of Federal Regulations
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year
RCRPC	Richland County Regional Planning Commission
HSIP	Highway Safety Improvement Program
IIJA	Infrastructure Investment and Jobs Act
LRTP	Long Range Transportation Plan
MPO	Metropolitan Planning Organization
ODOT	Ohio Department of Transportation
NHPP	National Highway Performance Program
HSIP	Highway Safety Improvement Program
STBG	Surface Transportation Block Grant Program
ATP	Active Transportation Program
PPP	Public Participation Plan
STIP	Statewide Transportation Improvement Program
TAC	Technical Advisory Committee
TIP	Transportation Improvement Program
3-C	Continuing, Cooperative, and Comprehensive

Introduction

The Infrastructure Investment and Jobs Act continues the requirement for a cooperative, continuous, and comprehensive framework for making transportation investment decisions in metropolitan areas. This Federal transportation funding bill authorized federal highway, highway safety, transit, and rail programs for five years from federal fiscal years (FY) 2022 through 2026.

Federal Highway statutes require states and local governments to conduct cooperative, comprehensive, and continuing ("3-C") transportation planning in order to receive federal funds for highway and transit improvements. RCRPC was designated as the Metropolitan Planning Organization (MPO) for the regional transportation planning and study serving the whole Richland County and entities such as Cities, Villages within the County to carry out federal and state required transportation planning and decision-making. The RCRPC Metropolitan Transportation Study Area is shown in **Figure 1**.

Figure 1: RCRPC Metropolitan Transportation Planning & Study Area



Overall Work Program (OWP)

Annual Completion Reports outlines the transportation planning activities undertaken by the Richland County Regional Planning Commission's Metropolitan Planning Organization (MPO) for each State Fiscal Year (SFY) which runs from July 1 to June 30 of the following year. The document includes a description of products completed, status of work as of the end of the SFY, and an overall impact and evaluation of work activities for each task. In addition, the source of funding is identified for each work element.

Each year Richland County Regional Planning Commission (RCRPC) must develop a work program consistent with federal and state regulations. The program must discuss the MPO's planning priorities as well as describe area transportation related activities expected during the next one year period. The program must discuss these activities regardless of funding source, and in sufficient detail to indicate who will perform the work, the schedule for completing it, and the product or products that will be produced.

RCRPC must describe the planning work that will be undertaken over the next fiscal year.

It is a scope of services for implementing the MPO's urban transportation planning process. According to 23 CFR 450.308, the following should be discussed for each major work activity included in the work program.

1. Who will perform the work
2. The resulting work product
3. Funding Summary for the activity (Federal, State, and Local matching fund amounts)

When describing funding, any carryover funds from the previous fiscal year should be shown separately from the current year's Coordinated Planning Grant (CPG) funds. Carryover funds can only be used in the first six months of the new fiscal year.

OWP Completion Report

At the end of each fiscal year RCRPC is required to report to ODOT on the work that they accomplished over the last year in relation to what was planned in the Overall Work Program. This completion report is due to ODOT on September 30 of each year. ODOT will provide a copy of this completion report to FHWA for their review. As per 23 CFR 420.117, this report at a minimum should include:

1. Comparison of actual performance with established goals
2. Progress in meeting Schedules
3. Status of expenditures in a format compatible with the OWP, including a comparison of budgeted amounts and actual costs incurred.
4. Cost overruns and/or underruns
5. Approved OWP revisions
6. Other pertinent supporting data

Overall Work Program Approval Resolution 24-14



RESOLUTION 24-14

OF THE COORDINATION COMMITTEE OF THE CONTINUING COMPREHENSIVE
LAND-USE AND TRANSPORTATION PROGRAM FOR RICHLAND COUNTY, OHIO

A RESOLUTION APPROVING THE OVERALL WORK PROGRAM FOR FISCAL YEAR 2025 (FY2025)

WHEREAS, the Coordinating Committee of the Continuing Comprehensive Land-Use and Transportation Program of the Richland County Regional Planning Commission who is designated as the Metropolitan Planning Organization (MPO) for the Mansfield urbanized area by the Governor acting through the Ohio Department of Transportation (ODOT) in cooperation with locally elected officials of Richland County; and

WHEREAS, the RCRPC has prepared a Overall Work Program for Fiscal Year 2025 in defining a scope of transportation and planning activities to meet the needs of this MPO region for which funding can be sought from the FHWA/United States Department of Transportation, the State of Ohio; and

WHEREAS, the Overall Work Program for Fiscal Year 2025 has been reviewed by FHWA and state agencies and changes have been incorporated to address both FHWA's and state's comments; and

WHEREAS, the Overall Work Program for Fiscal Year 2025 hereby certifies that all requirements of 23 CFR, Part 450 relating to the Urban Transportation Planning Process have been met; and

NOW, THEREFORE, BE IT RESOLVED, THAT the Coordinating Committee of the Continuing Comprehensive Land Use and Transportation Program for Richland County, hereby:

Approves the Overall Work Program and Planning Study Projects for Fiscal Year 2025

Certification:

The foregoing resolution was approved by the Coordinating Committee of the Continuing Comprehensive Land-Use and Transportation Program of the Richland County Regional Planning Commission at its regular meeting held on May 29, 2024

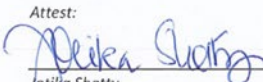
By:


Adam Gove
President

Date

5/29/24

Attest:


Jotika Shetty
Executive Director/Secretary

Date

5/29/24

OWP Completion Report Approval Resolution 26-08

Document 3.2.2



RESOLUTION 26-08

OF THE COORDINATION COMMITTEE OF THE CONTINUING COMPREHENSIVE
LAND-USE AND TRANSPORTATION FOR RICHLAND COUNTY, OHIO

A RESOLUTION APPROVING THE OVERALL WORK PROGRAM COMPLETION REPORT FOR FISCAL YEAR 2025

WHEREAS, the Coordinating Committee of the Continuing Comprehensive Land-Use and Transportation Program of the Richland County Regional Planning Commission who is designated as the Metropolitan Planning Organization (MPO) for the Mansfield urbanized area by the Governor acting through the Ohio Department of Transportation (ODOT) in cooperation with locally elected officials of Richland County; and

WHEREAS, 23 CFR 420.117 requires the MPO must annually prepare a document that provides an overview of all the major work activities completed and the funds expended for those activities.

WHEREAS, the Overall Work Program Completion Report for Fiscal Year 2025 covering the period from July 1st, 2024 to June 30th, 2025 has been prepared and submitted and now requires official approval, so

NOW, THEREFORE, BE IT RESOLVED, THAT the MPO Coordinating Committee of the Continuing Comprehensive Land Use and Transportation Program for Richland County:

Approves the Overall Work Program Completion Report for Fiscal Year 2025.

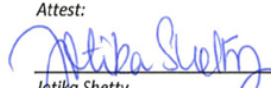
Certification:

The foregoing resolution was approved by the Coordinating Committee of the Continuing Comprehensive Land-Use and Transportation Program of the Richland County Regional Planning Commission at its regular meeting held on October 29th, 2025

By:

 10/29/25
Adam Gove
President Date

Attest:

 10/29/2025
Jatika Shetty
Executive Director/Secretary Date

Subcategory 204 Community Development Block Grants

Objective: Planning, development, administration and implementation of Community Development Block Grant (CDBG) Program in Richland County, including the Revolving Loan Fund (RLF) activities.

Work Element 204.1 CDBG / RLF

Purpose: Planning, development, administration and implementation of the County's CDBG & RLF.

Activities

Provide planning, development, administration and implementation services to the Richland County Commissioners for Richland County's CDBG Allocation Program, CDBG –CV Program. Active competitive CDBG grants including community development, economic development and targets of opportunity grants.

Administration of the Richland County Revolving Loan Fund. Distributing information; reviewing the program with prospective applicants; reviewing applications; processing and closing loans; servicing all loans, and maintaining appropriate records.

Attend trainings and conferences that build capacity and level of expertise in community development

Accomplishments

Ongoing grant administration for project activities awarded total \$ 228,000 Richland County allocation grants (PY 23) B-F-23-ICM- including labor compliance, payroll monitoring, invoice submittal, payment distribution, status report, procurement, grant administration, and financial reconciliation. – Continual with completion 4th quarter

Ongoing grant administration and closeout of for one Critical Infrastructure grant project B-X-22-ICM-1 totaling \$0.5 Million including labor compliance, payroll monitoring, invoice submittal, financial reconciliation, grant closeout and monitoring- Continual with completion 4th quarter

Staff attended Ohio Conference on Community Development Spring, summer and winter conferences, Office of Community Development training and update phone calls and training opportunities related to fair housing, CDBG Basics. Reviewed and provided comments to the proposed Ohio consolidated plan, action plan, and other state reports

Staff completed and applied (PY 25) B-F-25-ICM on behalf of Richland County

Staff distributed quarterly Fair Housing brochures. –Continual

204.1 - CDBG In House Staff				
Source of Funding	Budget	Expenditure	\$ Difference	% of budgeted amount
Local	\$34,117	\$66,621	-\$32,504	195.3%
Total	\$34,117	\$66,621	-\$32,504	

Expenditures were higher than the original estimated budget. This was due to timing in submitting the grant administration closeout invoice.

Staff completed all activities as anticipated in addition to the application activities associated with the new CDBG-Allocation grant.

Subcategory 206 Ohio Public Works Commission programs

Objective: Development and Administration of Ohio Public Works Commission (OPWC) Programs in the multi-county area making up District 16.

OPWC District 16 is made up of eight (8) counties as designated by the State Legislature.

It includes Ashland, Crawford, Hardin, Marion, Richland, Seneca, Wayne and Wyandot Counties.

Work Element 206.1 OPWC District 16 Administration

Purpose: Development and Administration of OPWC Programs for District 16, including the State Capital Improvement Programs (State Issue #1).

Activities

Serve as District 16 liaison for Infrastructure projects. Administrative services include the maintenance of the District 16 data base of Issue #1 projects, the communication with appropriate officials in the District concerning the programs rules and regulations, review applications for eligibility and completeness and the maintenance of meeting records and other files.

Serve as District 16 liaison for Natural Resources Assistance Council (NRAC). Administrative services will include maintaining and updating the membership list, the communication with appropriate officials in the District concerning the programs rules and regulations, review applications for eligibility and completeness and the maintenance of the meeting records and other files.

Accomplishments

Routine administrative tasks as liaison associated with District 16 State Capital Improvements Program and Local Transportation Improvement Program to allocate funds. Compiled Round 39 project lists for District 16 approval at meeting on 12/13/2024. - Continual

Compiled and submitted approved applications to State for funding and held district meeting on 3/21/2025-completed 2nd & 3rd Qtr.

Created District 16 Round 40 Project manual, methodology and distributed information to solicit applications for R40 Fiscal Year 26 project list. – 4th Qtr.

Provided administrative support for the District 16 Clean Ohio Space Program to the Natural Resource Assistance Council (NRAC) and staff facilitated meeting on 12/19/24 to review applications. - Continual

Created District 16 NRAC methodology and distributed information to solicit applications for R20, FY 2027. – 4th quarter

206 OPWC District 16 Administration continued

206.1 - OPWC / NRAC		In House Staff		
Source of Funding	Budget	Expenditure	\$ Difference	% of budgeted amount
Local	\$20,294	\$19,841	\$453	97.8%
Total	\$20,294	\$19,841	\$453	

Staff completed all activities as anticipated for FY 25.

Subcategory 601 Short Range Planning

Objective: The identification and analysis of near-term transportation problems/needs and the development of recommended solutions.

Work Element 601.1 Short Range Planning

Purpose: To identify short range transportation needs and problems, present alternative solutions and evaluation criteria, and assist policy makers in development and adoption of plans and programs that include activities and projects that optimize efficient management of the existing transportation system.

Activities

Continuous administration and technical direction of the transportation planning program.

Implement Richland County Safety Plan

- *Updating the GIS analysis for displaying MPO dangerous locations with the highest traffic crash*
- *Updating the GIS analysis for displaying MPO dangerous locations with the highest traffic crash by frequency*
- *Assist local entities with determining low cost safety countermeasures*

- Assist local entities with funding options for safety improvements

Assist jurisdictions with engineering solution related to pavement, traffic signs and markings, congestion and general operational concerns

Promote innovative transportation solutions such as access management or signal coordination to reduce the need for new roadways and added capacity

Implement strategies identified in the RCRPC Active Transportation Plan.

- Develop an outreach program for Ped/Bike Safety
- Identified and created maps showing all locations with Ped/Bike crashes

Assist ODOT with implementation of Walk. & Bike activities:

- Conducted regional-wide sidewalk condition and inventory survey.
- Conducted Bike to Work Day event to promote the complete street, health and increase safety and accessible transportation options for all users.

Encourage active transportation activities through various media outlets

Assist local entities with applying for funds for active transportation projects

MPO staff started to prepare the needed data for Regional Freight Plan

Create level of expertise within the staff on the latest management and operations strategies for existing transportation system – utilize LTAP and other available training tools.

Transit Planning

Monitor transit activities and assist RCT management team and the Richland County Transit Board in identifying operational improvements, service adjustments, safety issues, and capital improvements.

Assist with the development of Transit Development Program (TDP) –

In an effort to improve the transit operations, this report is produced documenting operations of the last calendar year and forecasting the operational and capital needs of the Transit System for the next 5 years.

Planning efforts for the Agency Transportation Advisory Committee (ATAC) and Ohio Coordination Program grant.

Monitor adherence to the Coordinated Public Transit Human Services Transportation Plan

Accomplishments

Updated MPO Urban Area with the smoothed Boundary based on the changes in the Census 2020's Urban Area Boundary – Completed (see page 15-16)

Started and Conducted Functional Classification update process – to be done by December, 2025 per schedule (see page 15-16)

Updated the GIS analysis for displaying MPO dangerous locations with the highest traffic crash (using ODOT Criteria) for updating 2026-2029 TIP and 2025-2050 LRTP

Updated the GIS analysis for displaying MPO dangerous locations with the highest traffic crash by frequency for updating FY 2026-2029 TIP and 2025-2050 LRTP

Conducted Call for UPWP Project. Following MPO planning funded projects will be completed by December 2025

- a. SR 13 Corridor and Railroad Crossing Safety Study/ Part II (Mansfield),*
- b. SR 97 Connector Study Project (Lexington) and*
- c. SR 97/SR 13 Intersection Improvement Study Project (Bellville)*
- d. Clear Fork Pedestrian Crossing - Safe route to School Study*

Monitored performance of the projects progress process and the contracted management team– Continual

Adopted ODOT annual safety performance measurement targets, monitoring the regional-wide traffic crash trends using the historical and the up-to-date crash database – continual (see page 17)

Updated and provided Pavement Survey and Inventory database as per requests from the community – continual

[MPO regions local road pavement condition and inventory survey](#)

[The regional wide sidewalk condition and width inventory survey](#)

[The regional-wide traffic & transit sign condition and inventory survey](#)

[The roadway pavement marks and strip-line condition and inventory survey](#)

GIS Dashboard:

[A. Demo - GIS Database of Roadway Asset Inventory & Assessment](#)

[B. GIS Dashboard - Roadway Asset Inventory & Assessment](#)

[C GIS Dashboard - Transit Route Assessment](#)

Provided support to the community's request on needs regarding the traffic growth rate with region's traffic and demand model

Promoting multimodal Transportation for the MPO community, conducted Bike-to-Work Day event. (see page 18) and Bike and Pedestrian Safety Improvement and Crash Data Analysis– On going

Conducted the modeling related regional-wide analysis of sidewalk and transit network. The analysis will be used in the update to MPO's transportation and traffic model.

Weekly or biweekly social media postings promoting traffic safety, transportation news, and community planning activities– continual.

Staff attended meetings and coordinated with Village of Plymouth for their awarded Safe Routes to School grant

Decision making guided by the Coordinated Public Transit Human Services Transportation Plan affecting local public transit and transportation services. - Continual

Coordination with local jurisdictions addressing local safety concerns - Continual

Staff reviewed jurisdictions safety plans and studies and provided input - Continual

Staff attended multiple training/webinars – Traffic Safety / Ped Bike Safety /Access management/ Streetlight

Completed work on Strategic 10-year Transit development Plan (TDP). Continual work with Transit consultant on the TDP.

Regularly attend Richland County Transit Board meetings w/ continual planning support

Approved Performance Management targets

A. Short-Range - In-House Staff

Source of Funding	Total Budget	FY 2024 Carryover	FY 2025	Expenditure Total	Expenditure Carryover \$\$	Expenditure Current FY \$\$	\$ Difference	% of budgeted amount
601.1 - Short Range In House Staff								
US DOT	\$14,405	\$7,202	\$7,202	\$91,158	\$74,538	\$16,620	-\$76,754	632.8%
ODOT	\$1,801	\$900	\$900	\$11,395	\$9,317	\$2,078	-\$9,594	
Local	\$1,801	\$900	\$900	\$11,395	\$9,317	\$2,078	-\$9,594	
Total	\$18,006	\$9,003	\$9,003	\$113,948	\$93,173	\$20,775	-\$95,942	

The staff member responsible for 2026-2029 TIP (Code 620.1) had transferred. As a result, the tasks associated with the code 602.1(Transportation Improvement Program) done by transportation technical director was charged in both this code 601 (short-range planning – In-House Staff) and the code 610.1 (LRTP – In-House Staff).

B. Short-Range - Special Projects

Source of Funding	Total Budget	FY 2024 Carryover	FY 2025	Expenditure Total	Expenditure Carryover \$\$	Expenditure Current FY \$\$	\$ Difference	% of budgeted amount
Special Project Total 601.5 SR13 Railroad Study								
US DOT	\$249,566	\$0	\$249,566	\$122,610	\$0	\$122,610	\$126,956	49.1%
ODOT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Local	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total	\$249,566	\$0	\$249,566	\$122,610	\$0	\$122,610	\$126,956	

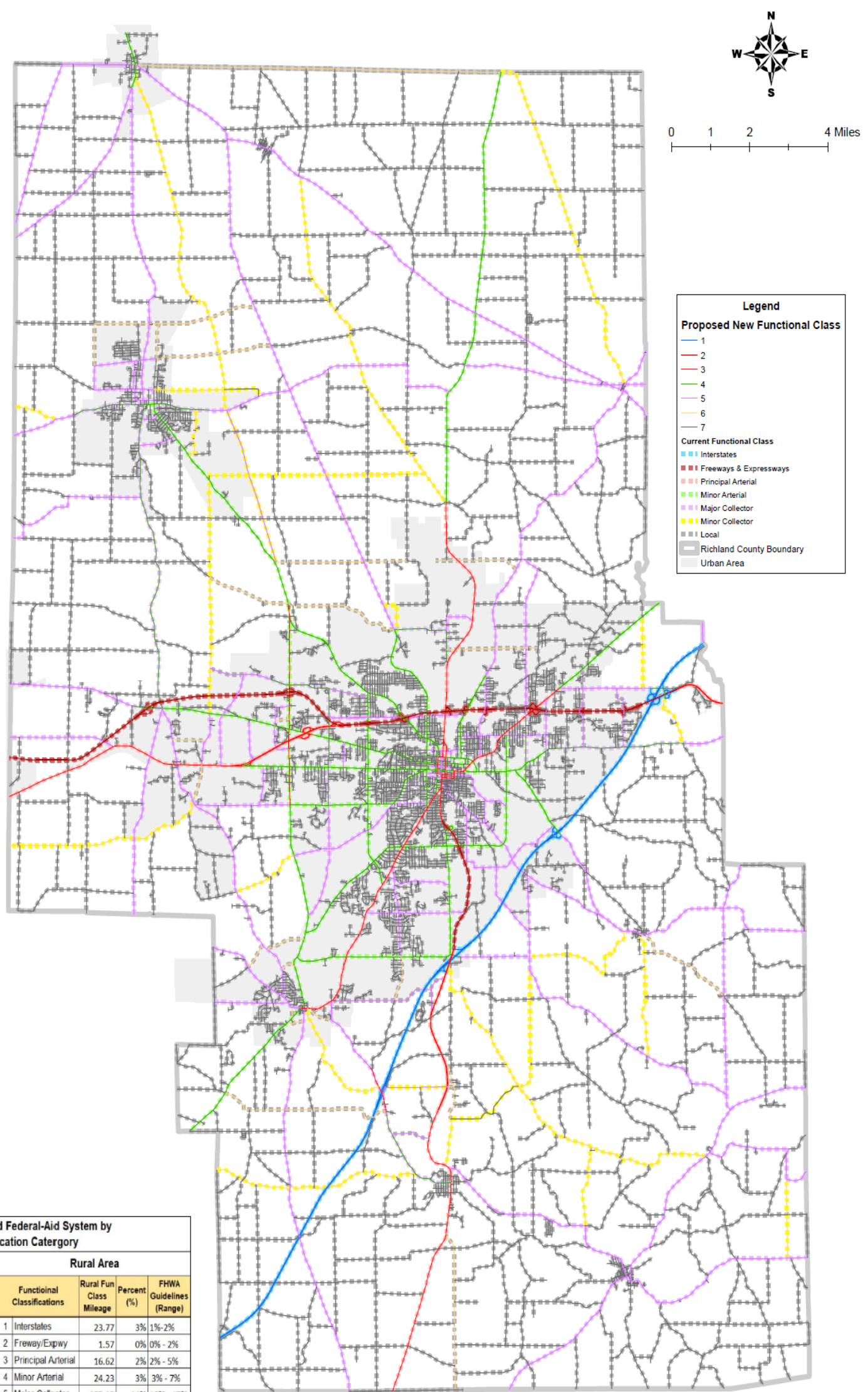
SR 13 Corridor & RR Study Delayed, the overall project will be done by 12/30/2025 according to schedule.

Source of Funding	Total Budget	FY 2024 Carryover	FY 2025	Expenditure Total	Expenditure Carryover \$\$	Expenditure Current FY \$\$	\$ Difference	% of budgeted amount
Special Project Total 601.7 Lexington SR97								
US DOT	\$198,000	\$0	\$198,000	\$5,267	\$0	\$5,267	\$192,733	2.7%
ODOT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Local	\$22,000	\$0	\$22,000	\$585	\$0	\$585	\$21,415	
Total	\$220,000	\$0	\$220,000	\$5,852	\$0	\$5,852	\$214,148	

The overall Lexington SR97- Connector project will be done by 12/30/2025 according to schedule.

Source of Funding	Total Budget	FY 2024 Carryover	FY 2025	Expenditure Total	Expenditure Carryover \$\$	Expenditure Current FY \$\$	\$ Difference	% of budgeted amount
Special Project Total 601.4 - Bike to Work Day								
US DOT	\$1,200	\$0	\$1,200	\$11,989	\$10,009	\$1,980	-\$10,789	999.1%
ODOT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Local	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total	\$1,200	\$0	\$1,200	\$11,989	\$10,009	\$1,980	-\$10,789	

601.4 has been allocated from PL funds to support planning activities related to Increasing Safe and Accessible Transportation Options (ISAATO). As a result, the MPO 2025-2050 Plan update related regional-wide analysis of sidewalk and transit network for modeling was moved within this category, in addition to the Bike-to-Work-Day event.

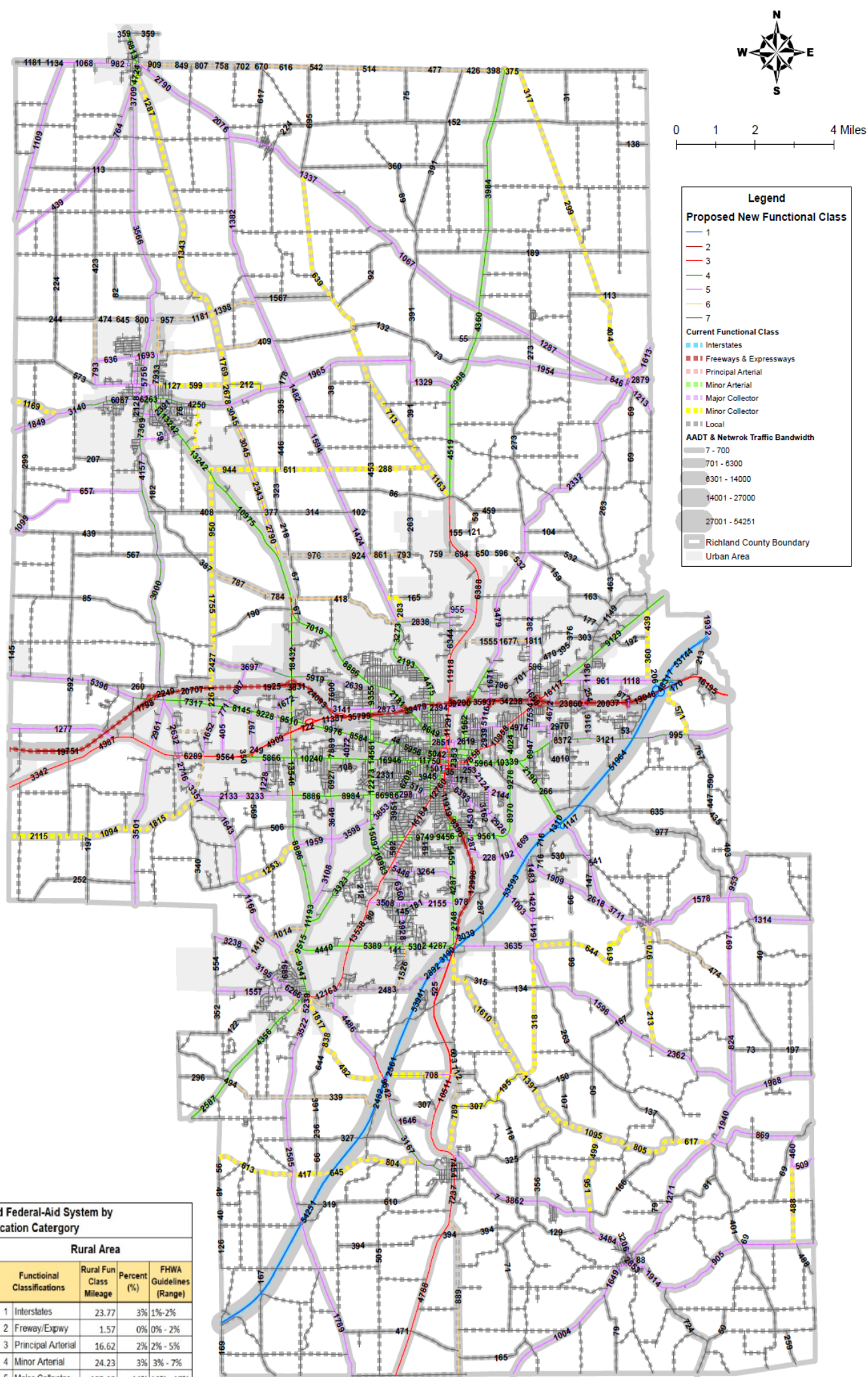


Current Fun Class		Changes to the New Fun Classes		Mileage
4	Minor Arterial	3	Principal Arterial	5.0
		5	Major Collector	0.1
Total Mileage				5.1
5	Major Collector	3	Major Arterial	1.1
		4	Minor Arterial	28.1
Total Mileage				29.2
6	Minor Collector	5	Major Collector	5.5
		7	Local	3.2
Total Mileage				8.7
7	Local	4	Minor Arterial	0.4
		5	Major Collector	9.9
		6	Minor Collector	50.0
Total Mileage				60.3
Grand Total				103.33

Total			
Total: Urban Area + Rural Area			
Functional Classifications	Overall Fun Class Mileage	Percent (%)	Range (Average)
1 Interstates	50.69	3%	1%-2%
2 Freeway/Expwy	57.27	3%	0% - 2%
3 Principal Arterial	58.28	3%	3% - 5%
4 Minor Arterial	114.37	7%	5% - 10%
5 Major Collector	237.95	14%	9% - 15%
6 Minor Collector	133.05	8%	6% - 13%
7 Local	1074.59	62%	67% - 75%
Grand Total	1726.21	100%	

Urban Area				Rural Area			
Functional Classifications	Urban Fun Class Mileage	Percent (%)	FHWA Guidelines (Range)	Functional Classifications	Rural Fun Class Mileage	Percent (%)	FHWA Guidelines (Range)
1 Interstates	26.93	3%	1%-2%	1 Interstates	23.77	3%	1%-2%
2 Freeway/Expwy	55.70	7%	0% - 2%	2 Freeway/Expwy	1.57	0% 0% - 2%	
3 Principal Arterial	41.66	5%	4% - 5%	3 Principal Arterial	16.62	2%	2% - 5%
4 Minor Arterial	90.14	11%	7% - 12%	4 Minor Arterial	24.23	3%	3% - 7%
5 Major Collector	102.85	13%	7% - 13%	5 Major Collector	135.10	14%	10% - 17%
6 Minor Collector	29.16	4%	7% - 13%	6 Minor Collector	103.89	11%	5% - 13%
7 Local	446.88	56%	67% - 76%	7 Local	627.72	67%	66% - 74%
Grand Total	793.31	100%		Grand Total	932.90	100%	

Smoothed Urban Area and Draft Version-3 of Federal-Aid Roadway System Done in FY2025:

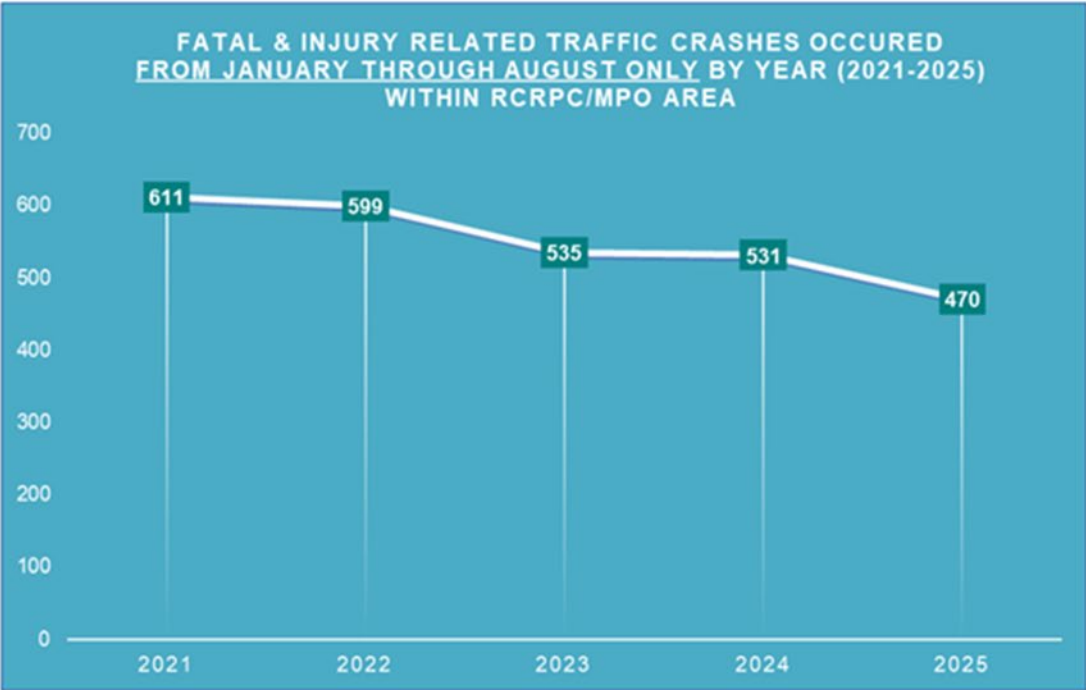
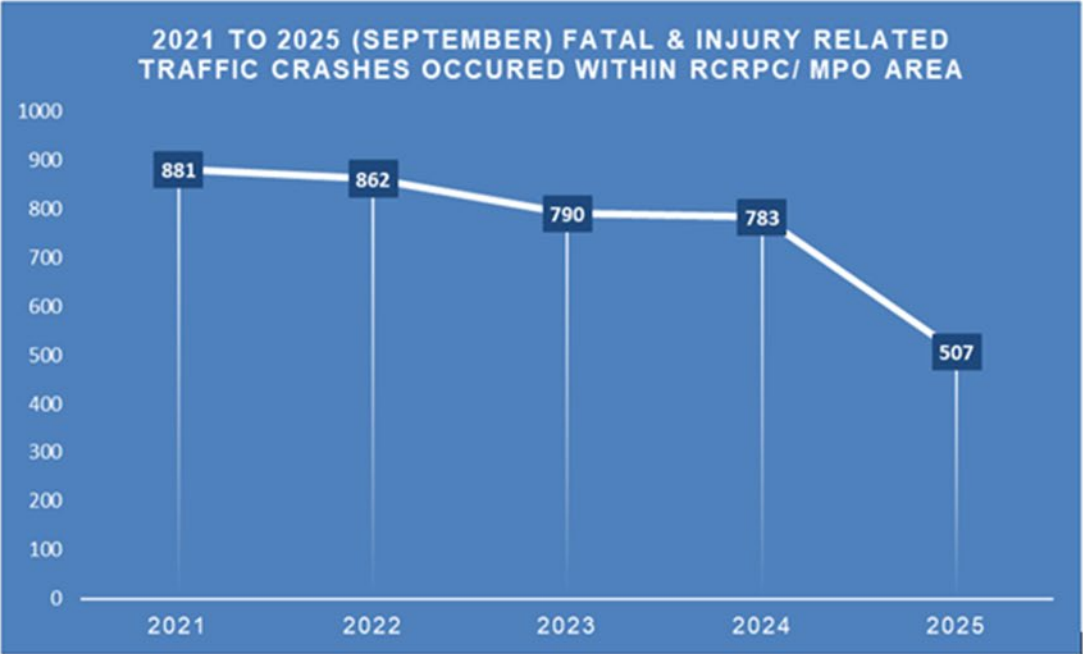


Current Fun Class		Changes to the New Fun Classes	Mileage
4	Minor Arterial	3 Principal Arterial	5.0
		5 Major Collector	0.1
Total Mileage			5.1
5	Major Collector	3 Major Arterial	1.1
		4 Minor Arterial	28.1
Total Mileage			29.2
6	Minor Collector	5 Major Collector	5.5
		7 Local	3.2
Total Mileage			8.7
7	Local	4 Minor Arterial	0.4
		5 Major Collector	9.9
		6 Minor Collector	50.0
Total Mileage			60.3
Grand Total			103.33

Total			
Total: Urban Area + Rural Area			
Functional Classifications	Overall Fun Class Mileage	Percent (%)	Range (Average)
1 Interstates	50.69	3%	1%-2%
2 Freeway/Expy	57.27	3%	0% - 2%
3 Principal Arterial	58.28	3%	3% - 5%
4 Minor Arterial	114.37	7%	5% - 10%
5 Major Collector	237.95	14%	9% - 15%
6 Minor Collector	133.05	8%	6% - 13%
7 Local	1074.59	62%	67% - 75%
Grand Total	1726.21	100%	

Urban Area				Rural Area			
Functional Classifications	Urban Fun Class Mileage	Percent (%)	FHWA Guidelines (Range)	Functional Classifications	Rural Fun Class Mileage	Percent (%)	FHWA Guidelines (Range)
1 Interstates	26.93	3%	1%-2%	1 Interstates	23.77	3%	1%-2%
2 Freeway/Expwy	55.70	7%	0% - 2%	2 Freeway/Expwy	1.57	0%	0% - 2%
3 Principal Arterial	41.66	5%	4% - 5%	3 Principal Arterial	16.62	2%	2% - 5%
4 Minor Arterial	90.14	11%	7% - 12%	4 Minor Arterial	24.23	3%	3% - 7%
5 Major Collector	102.85	13%	7% - 13%	5 Major Collector	135.10	14%	10% - 17%
6 Minor Collector	29.16	4%	7% - 13%	6 Minor Collector	103.89	11%	5% - 13%
7 Local	446.88	56%	67% - 76%	7 Local	627.72	67%	66% - 74%
Grand Total	793.31	100%		Grand Total	932.90	100%	

Following the MPO's support to ODOT Annual Safety Performance Targets, we have been monitoring crash status in the MPO region periodically and have observed a continuous decrease in traffic crash-related fatalities and injuries since 2021. This achievement reflects our collective efforts to enhance road safety and ongoing commitment to promoting safer travel to all road users within our community. Thank you for your continued support in this important imitative!





Bike to Work Day

Increasing Safe and Accessible Transportation Options for Multiple Travel Modes of all Users

May 16, 2025

7:00 AM to 9:00 AM

Municipal Parking Lot at 4th and Main streets
Presented by Richland County Regional Planning Commission

[Register Now!](#)

Scan the QR code with your smartphone to access Richland County Regional Planning Commission's website for registration and to download maps of the four bike routes that will be utilized. (Link: www.rcrpc.org/bike-to-work-day) Major Richland County Transit (RCT) bus stops are also marked on the maps. You will also find a video about how to ride a bike safely in the streets of Mansfield and how to plan the best bike route for you.

Free Gift Bags!

Between 7:00 AM and 9:00 AM at the Municipal Parking Lot, volunteers will greet and give participants gift bags.

Important Information

Please park your car only in the designated area. Use your planned route, wear a helmet, and wear bright clothing. Participants are asked to return to their vehicles by 6:00 PM.



Bike Routes

1. [OhioHealth Mansfield Hospital Route:](#)

Municipal Parking Lot to Saint Peter's School to OhioHealth Mansfield Hospital

2. [StarTek Center Route:](#)

Municipal Parking Lot to Mansfield Middle and High School to StarTek Center

3. [Sterkel Office Park Route:](#)

Municipal Parking Lot to Learning Tower of Pizza to YMCA

4. [Mansfield Bike Loop:](#)

Passes all locations in routes 1 and 2

Contact

Pong Wu:

puwu@rcrpc.org

Jason Werner:

jwerner@rcrpc.org

Nelson Shogren:

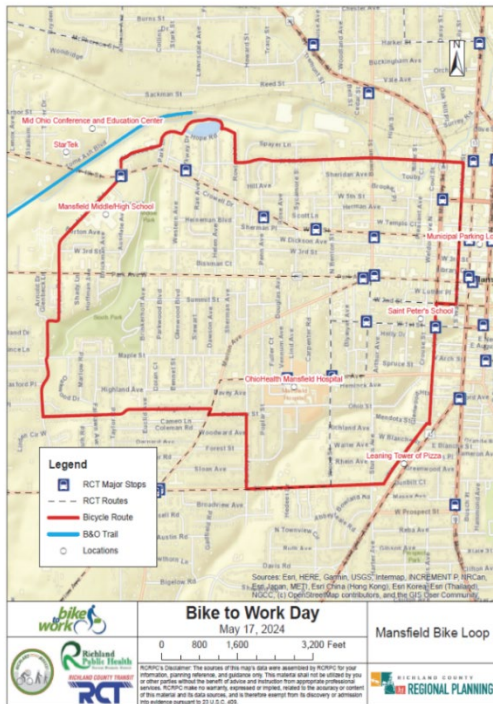
nshogren@yahoo.com

RCT:

rcrides@rcrpc.org

Description

Rain or shine! Ride to work on one of the four different designated routes or a route of your own. Participants may meet at the Municipal Parking Lot beginning at 7:00 AM and ride with escorts to **four possible locations**: the Sterkel Blvd. office complex; the OhioHealth Mansfield Hospital on Gleason St.; Mansfield Middle/High School; or the StarTek Center. Additionally, RCT will be offering FREE service to Bike to Work Day participants and their bikes! Major bus stops are marked on the maps of the Bike to Work Day routes. For more information about route times and locations, call RCT at 419-552-4504 or visit www.rcrides.com.



Subcategory 602 Transportation Improvement Program

Objective: The development, monitoring, and revision of the biennial Transportation Improvement Program (TIP) and project delivery activities associated with projects included in the 4-year program of transportation system improvements.

Work Element 602.1 Transportation Improvement Program

Purpose: The developing, monitoring and revision of the TIP and project delivery activities associated with projects included in the 4-year program of transportation system improvements.

Activities

Continuous administration and technical direction of the transportation planning program.

Development of a 4 year Transportation Improvement Program (FT2026-2029)

Review of all projects in the TIP for consistency with the LRTP

Fiscal constraint review for all projects and programs requested to be in the TIP

Public Involvement as per RCRPC Public Involvement Plan

Continue to improve project selection criteria to insure national and regional goals are addressed.

Emphasize safety improvements within project selection

Support roadway design standards that balance the need to improve operations and traffic carrying capacity with the economic viability of the adjacent land

Promote system preservation throughout the selection process

Continue to support local bike lane stripping and signing.

Encourage design standards that consider community and environmental impacts through the incorporation of context sensitive solutions into projects

Project development monitoring to insure TIP requirements are maintained.

Prepare TIP Amendments and Modifications throughout all phases of project development

Accomplishments

- [Conducted Call for projects for preparing and developing the 2026-2029 TIP Project with application forms for scoring.](#)
- [Conducted MPO regional-wide transportation/roadway improvement needs and priority on-line survey for TIP development and transportation projects needed for developing a short-term, mid-term and long-term project list for MPO's 2026-2029 TIP & 2025-2050 LRTP.](#)
- Conducted public involvement and open-house for draft FY 2026-2029 Transportation Improvement Program
- Revised the FY 2026 – 2029 TIP based on the inputs received from public review and Finalized the TIP for approval by State and FHWA
- [Updated the MPO's website with the approved FY2026-2029 TIP for public access](#)
- Conducted projects Amendments and Administrative Modification to FY2024-2027 TIP

Updated maps showing identified high-crash locations throughout the MPO region for ideas in developing FY 2026-2029 TIP

[A. The high-crash locations in RCRPC MPO Region \(ODOT's Criterial\)](#)

[B. MPO High-Crash Locations by Crash Frequency](#)

Updated and provided Pavement Condition and Safety Inventory Survey database for FY 2026-2029 TIP related projects development and analysis – continual

[MPO regions local road pavement condition and inventory survey](#)

[The regional wide sidewalk condition and width inventory survey](#)

[The regional-wide traffic & transit sign condition and inventory survey](#)

[The roadway pavement marks and strip-line condition and inventory survey](#)

Revised online Transportation Projects map.

Maintained an accurate, fiscally constrained TIP throughout the Fiscal Year that adhered to the RCRPC Public Participation Plan. - Continual

Attended relevant scope meetings for regional projects to ensure local priorities are being met. – Continual

Submitted 25 Administrative Modifications (including developing and updating the draft FY2026-2029 TIP) - Continual

Approval of 20 TIP project amendments - Continual

Assisted local jurisdictions with field reviews and initial scoping - Continual

Maintained knowledge of Bipartisan Infrastructure Law funding opportunities - Continual

Source of Funding	Total Budget	FY 2024 Carryover	FY 2025	Expenditure Total	Expenditure Carryover \$\$	Expenditure Current FY \$\$	\$ Difference	% of budgeted amount
602.1 - TIP In House Staff								
US DOT	\$128,920	\$64,460	\$64,460	\$84,607	\$19,484	\$65,123	\$44,313	65.6%
ODOT	\$16,115	\$8,058	\$8,058	\$10,576	\$2,436	\$8,140	\$5,539	
Local	\$16,115	\$8,058	\$8,058	\$10,576	\$2,436	\$8,140	\$5,539	
Total	\$161,150	\$80,575	\$80,575	\$105,759	\$24,355	\$81,403	\$55,392	

The staff member responsible for 2026-2029 TIP had transferred. As a result, the tasks associated with the code 602.1 done by transportation technical director was charged in code 601 (short-range planning – In-House Staff) and the code 610.1 (LRTP – In-House Staff). The overtime hours for tasks in code 602 done by transportation technical director was not charged and not included as well.

Subcategory 605 Continuing Planning - Surveillance

Objective: Maintenance of basic data files or input to other aspects of the ongoing transportation planning process.

Work Element 605.1 Surveillance

Purpose: Collection and maintenance of sufficient data to monitor growth of the community; use and efficiency of the transportation system both now and in the future; transportation resources and community attitudes towards transportation.

Activities

Continuous administration and technical direction of the transportation planning program.

Collect and maintain data for the inventory of physical characteristics and conditions of the transportation System

- Regional network and roadway functional classification*
- Roads and Bridges*
- Transit and Paratransit System assets*
- Freight Terminals/Generators*
- Railroads*
- Airports*
- Parking*
- Bike Trails*
- Bike Lanes*
- Walking/Hiking Paths*
- Sidewalks / Crosswalks*
- Signals and Signing*
- Pavement Marking*

Collect and maintain data for the inventory of the operational characteristics of the transportation system

Traffic Volumes

Intersection Movement Counts

Crash data

Signal operation

RCT operation data including ridership, revenue miles, revenue hours, and costs

RCT vehicle data

Freight Activity – Roadway/Rail/Air

Commercial/Other transit data

Collection and maintenance of Demographic, Employment, Economic, and Land Use data

Population

Workers

Vehicles

Households

Employment

Analysis of Census data relative to transportation system operations

Maintenance of GIS system to be utilized in the collection and maintenance of all transportation planning data.

Environmental Justice Analysis

Accomplishments

- *Creating and updating the land-use related geodatabase regarding the regional-wide building permits issued since 2012 – just starting*
- *Maintaining current inventories and data files, essential to all planning activities and decision making –Continual*
- *[Updated MPO's website with prepared the request of a revision to MPO's federal-aid network system and all associated information for access by MPO community](#)*
- *[Updated MPO Urban Area Boundary and Regional-Wide Roadway Functional Class including the Renewed GIS Maps for ODOT & Federal's Approval;](#)*
- *[Created map with AADT and traffic counts along the MPO's street network](#)*
- *Traffic modeling and Traffic growth rate analysis in response to community requests and MPO needs – Continual*
- *Traffic counts in response to community requests and MPO needs – Continual*
- *Updating and maintaining regional-wide the GIS based social-economic data in TAC level for modeling – Continual*

Created and maintaining regional-wide the GIS based high-crash location and database

- *[Updated the GIS analysis for displaying MPO dangerous locations with the highest traffic crash](#)*

- [Updated the GIS analysis for displaying MPO dangerous locations with the highest traffic crash by frequency](#)
- [Maintaining GIS datasets of the regional wide sidewalk condition and sidewalk width GIS inventory data](#)
- [Maintaining GIS datasets of the regional-wide traffic & transit sign condition and GIS inventory data](#)
- [Maintaining GIS datasets of roadway pavement and marking condition and GIS inventory data](#)

Created and maintaining GIS datasets for potential needs in Environmental Justice Analysis for current and proposed future LRTP and TIP – Continual.

Continuing to work with Transit Board to acquire accurate transit data– Continual

Source of Funding	Total Budget	FY 2024 Carryover	FY 2025	Expenditure Total	Expenditure Carryover \$	Expenditure Current FY \$	\$ Difference	% of budgeted amount
605.1 - Surveillance In House Staff								
US DOT	\$122,288	\$61,144	\$61,144	\$46,965	\$29,893	\$17,071	\$75,323	
ODOT	\$15,286	\$7,643	\$7,643	\$5,871	\$3,737	\$2,134	\$9,415	
Local	\$15,286	\$7,643	\$7,643	\$5,871	\$3,737	\$2,134	\$9,415	
Total	\$152,860	\$76,430	\$76,430	\$58,706	\$37,367	\$21,339	\$94,154	38.4%

Expenditures were lower than original estimated budget. Some tasks and works done by the Transportation Technical Director were charged in the 601-Short Range Plan and 610- Transportation Plan. In the future, the GIS related tasks done by Transportation Technical Director will be charged in this category.

Subcategory 610 Transportation Plan

Objective: Development, evaluation, revision and updating of the Long Range Transportation Plan (LRTP)

Work Element 610.1 Long Range Planning

Purpose: Maintain a LRTP that is consistent with the requirements of the present Surface Transportation Act and representative of the needs and desires of the citizens of Richland County. Monitor and evaluate forecasts and assumptions that were used in the development of the adopted long range plan and make adjustments or revise the plan as necessary

Activities

Continuous administration and technical direction of the transportation planning program.

Collecting and maintaining the regional long-range plan and TDM related social-economic database

Updating the regional transportation and roadway network

Prioritizing the regional roadway crash and hot-spots for identifying improvement projects

Coordinate long range planning activities with land use, economic development, and local community organizations

Staff involvement in researching the latest planning and implementation efforts of all multi modal transportation options (Car/Bike/Pedestrian/Transit)

Encourage ODOT and local governments to employ context sensitive solutions in the planning and development of transportation projects

Verify Goals, Objectives, and Strategies presented in the approved Long Range Transportation Plan still serve the region appropriately

Ensure all RCRPC Regional Plans are aligned with statewide Plans.

-Access Ohio 2050

-Walk.Bike.Ohio.

Accomplishments

- [*Conducted Call for projects for developing a list of projects in short-term, mid-term and long-term for MPO 2025-2050 LRTP - completed*](#)
- [*Conducted MPO regional-wide transportation/roadway improvement needs and priority on-line survey for TIP development and transportation projects needed for developing a short-term, mid-term and long-term project list for MPO's 2025-2050 LRTP. - completed*](#)
- [*Conducted public involvement and open-house for draft FY 2026-2029 Transportation Improvement Program -completed*](#)
- *Revised and Finalized the 2025-2050 LRTP for approval by State and FHWA - completed*
- [*Updated the MPO's website with the approved 2025-2050 LRTP for public access - completed*](#)
- *Verified projects in the region are consistent with Goals, Objectives and Strategies of the LRTP to ensure proper focus of the region's transportation investments– Continual*

Reaffirmed the LRTP with Resolution 24-13 dated 05/29/24

Conducted Public meetings for the inputs of transportation improvements for the development of 2050 LRTP (see fly, next page)

Created website & newsletters for 2050 LRTP

[*A. 2050 LRTP Website*](#)

[*B. 2050 LRTP Newsletter*](#)

Regional Transportation need online survey for the development of 2050 LRTP

[*2050 LRTP - Regional-Wide Transportation Need Online Survey*](#)

Conducted analysis to the 2050 LRTP on-line need survey results

[*2050 LRTP Online Survey Results & Analysis*](#)

Conducted regional base year traffic condition analysis for the development of 2050 LRTP

Conducted regional – wide social economic analysis for the development of 2050 LRTP

Source of Funding	Total Budget	FY 2024 Carryover	FY 2025	Expenditure Total	Expenditure Carryover \$\$	Expenditure Current FY \$\$	\$ Difference	% of budgeted amount
610.1 - Long Range In House Staff								
US DOT	\$66,574	\$33,287	\$33,287	\$234,337	\$191,000	\$43,337	-\$167,763	352.0%
ODOT	\$8,322	\$4,161	\$4,161	\$29,292	\$23,875	\$5,417	-\$20,970	
Local	\$8,322	\$4,161	\$4,161	\$29,292	\$23,875	\$5,417	-\$20,970	
Total	\$83,218	\$41,609	\$41,609	\$292,921	\$238,750	\$54,171	-\$209,703	

The staff member responsible for 2026-2029 TIP (Code 620.1) had transferred. As a result, the tasks associated with the code 602.1 (Transportation Improvement Program) done by transportation technical director was charged in both this code 610.1 (LRTP – In-House Staff) and code 601 (short-range planning – In-House Staff) due to overlapping tasks in developing the projects for the years 2025-2030 period



OUR FUTURE STARTS **WITH YOU**

RICHLAND COUNTY

The Long-Range Transportation Plan will guide auto, bicycle, bus, and pedestrian projects and funding through 2050.

Learn about our plan and share your thoughts about transportation through events below.



PUBLIC SURVEY

ONLINE TODAY



EXISTING CONDITIONS OPEN HOUSES

**TUESDAY,
JUNE 18, 2024**

9 AM - 1 PM
Plymouth Branch Library
29 W Broadway Street
Plymouth, OH 44865

2 PM - 4 PM
Richland County Regional
Planning Commission
19 N Main Street
Mansfield, OH 44902



NEEDS PLAN OPEN HOUSES

**TUESDAY,
AUGUST 13, 2024**

2 PM - 4 PM*
Main Branch Library
43 W. Third Street Street
Mansfield, OH 44902

5 PM - 7 PM
Richland County Regional
Planning Commission
19 N Main Street
Mansfield, OH 44902



COST- CONSTRAINED PROJECT LIST OPEN HOUSES

**THURSDAY,
OCTOBER 24, 2024**

2 PM - 4 PM*
Bellville Branch Library
97 W Bell Street
Bellville, OH 44813

5 PM - 7 PM
Richland County Regional
Planning Commission
19 N Main Street
Mansfield, OH 44902

* Location and time details to be confirmed.

For more information and project updates,
visit www.rcrpc.org/regional-transportation-plan
or contact the project team.

PONG WU
RCRPC Transportation
Technical Director
OFFICE: 419.774.6200
EMAIL: pwu@rcrpc.org

PHILIP ROTH
Project Manager
American Structurepoint, Inc.
OFFICE: 317.547.5580
EMAIL: proth@structurepoint.org



THANK YOU FOR YOUR PARTICIPATION!

Subcategory 625 Services

Objective: The provision of planning assistance, data, information, and reports to individuals and organizations involved in community development, planning and implementation activities.

Work Element 625.1 Planning Assistance, Information Dissemination and GIS Activities

Purpose: To assist and make available transportation data collected to anyone requesting information about the transportation system in Richland County.

Activities

Continuous administration and technical direction of the transportation planning program.

Continue to be represented on local committees that address transportation, landuse and economic development issues. Including the work required to be a participating member, including but not limited to:

*Safe Routes to School Committees
Richland Community Development Group
Mansfield Rising
Richland Public Health
Transportation Improvement District*

Report to Technical Advisory Committee on all planning program activities

Assist local jurisdictions with reviews of proposed development

*Land use
Access Management
Impact analysis*

Assist ODOT and all local partners with their Safety Goals

Promote region's statistical advantages

Encourage local and state agencies to maintain adequate funding programs for the operation and maintenance of the region's transportation system

Assist ODOT D3 in all regional transportation planning activities

Continue to evaluate, update and implement the RCRPC Comprehensive Plan

Continue to evaluate, update and implement the RCRPC Public Involvement Plan

Continue to be a readily accessible forum for cooperative decision making by local government officials with regards to land use and transportation and development related issues.

Participate in organizations and events that target traditionally underserved population

Maintenance of the RCRPC Website

Accomplishments

- Provided transportation related information and assistance to member entities on a request basis - Continual
- Traffic modeling and Traffic growth rate analysis in response to community requests and MPO needs – Continual
- Traffic counts in response to community requests and MPO needs – Continual
- Creating and updating the land-used related geodatabase regarding the regional-wide building permits issued since 2012
- Traffic safety and related GIS maps
- Assisted the transit agency to update transit network – Continual
- Assisted the transit agency to conduct transit sign condition and inventory survey
- Attended community meetings involving transportation, land use and economic development– Continual
- Fulfill local requests for traffic count information (realtors/developers/engineers) – Continual
- Fulfill local requests for maps and aerial photography (realtors/developers/engineers) – Continual
- Website transportation resource page kept updated– Continual

Source of Funding	Total Budget	FY 2024 Carryover	FY 2025	Expenditure Total	Expenditure Carryover \$\$	Expenditure Current FY \$\$	\$ Difference	% of budgeted amount
625.1 - Planning Assistance In House Staff								
US DOT	\$14,405	\$7,202	\$7,202	\$35,685	\$15,926	\$19,758	-\$21,280	
ODOT	\$1,801	\$900	\$900	\$4,461	\$1,991	\$2,470	-\$2,660	
Local	\$1,801	\$900	\$900	\$4,461	\$1,991	\$2,470	-\$2,660	
Total	\$18,006	\$9,003	\$9,003	\$44,606	\$19,908	\$24,698	-\$26,600	247.7%

Staff completed all activities related to unexpected amount requests or technical assistance in fiscal year 2025, including the traffic projection for the horizon years, the average annual traffic growth rate projection and the traffic crash related GIS maps, etc.. In the future in preparing and developing the next UPWP for FY2027, we will allocate additional hours for this category (code 625)

Subcategory 630 Participation in Statewide Planning

Objective: To be an effective planning partner to ODOT

Work Element 630.1 Participation in Statewide Planning

Purpose: Assistance provided to ODOT for all statewide transportation planning activities

Activities

Assistance and participation in meetings, plan reviews, program reviews and other statewide planning and policy issues

Collaboration with FHWA and ODOT on issues, projects, programs and policies impacting the region

Participation on OARC committees that relate to regional transportation planning issues

- OARC Transportation Directors Group
- OARC Safety Working Group
- OARC Freight Working Group
- OARC Executive Directors Group
- Central Ohio GIS Group

Attendance and participation in "Toward Zero Deaths" activities

Accomplishments

Collaborated with ODOT on STIP, Access 2050 and attended review and public meetings –

Attended OARC Transportation Directors and Executive Directors Meetings– Continual

Attended OARC Safety Working Group– Continual

Attended OARC Freight Working Group– Continual

Attend Central Ohio GIS group - continual

Source of Funding	Total Budget	FY 2024 Carryover	FY 2025	Expenditure Total	Expenditure Carryover \$	Expenditure Current FY \$	\$ Difference	% of budgeted amount
630.1 - Statewide Planning In House Staff								
US DOT	\$3,402	\$1,701	\$1,701	\$4,783	\$1,993	\$2,789	-\$1,381	140.6%
ODOT	\$425	\$213	\$213	\$598	\$249	\$349	-\$173	
Local	\$425	\$213	\$213	\$598	\$249	\$349	-\$173	
Total	\$4,252	\$2,126	\$2,126	\$5,978	\$2,492	\$3,486	-\$1,726	

Staff completed all activities as expected with staffing levels for FY25, newly hired staff attended the Freight Working Group as well.

Subcategory 674 Transit

Objective: Activities and assistance to develop, monitor, analyze, and improve mass transit services and systems including the development of short- and long-range plans and programs to improve operational efficiencies and forecast the need for capital improvements.

Work Element 674.2 Operational planning for the Richland County Transit Board (RCTB)

Purpose: Additional details regarding the work completed in this section are included in Appendix B of OWP.

Activities

Provide staff, administration and office facilities to the Richland County Transit Board, the implementing agency for public transportation projects in Richland County

Accomplishments - RCRPC

Developed, wrote, administered, and reported results for all local, FTA, and ODOT Transit grants – Continual

Planned, secured funding, and managed procurement for capital projects – developed scope, prepared RFP/RFQ/IFB, evaluated proposals, awarded contracts and monitored for compliance – including: HVAC systems, replacement windows and roof at the RCT office, CAD/AVL technology, and 1 heavy duty and 4 cutaway (LTV) replacement vehicles– continual

Secured a competitive planning grant from the University of Minnesota's Mobility, Access, and Transportation Insecurity (MATI) grant; managed project in partnership with a local steering committee and transit consultants, successfully involved community stakeholders, set up public meetings, conducted surveys and focus groups, and developed draft recommendations for a pilot of early morning and late evening extended service – Aug-June

Monitored performance of the transit services provided and the contracted management team– Continual

Contracted with local agencies and government entities for contract services and local match– Continual

Managed asset planning, including the development of Transit Asset Management (TAM) performance targets, equipment maintenance and vehicle PM – continual

Planned, budgeted, monitored, and implemented all financial activities, including the annual audit– Continual

Prepared and submitted all required state and federal reports, including the National Transit Database (NTD), Federal Financial Reports (FFR), Milestone Progress Reports (MPR), and ODOT annual reports- 2nd and 4th Qtr.

Oversee operational planning for fixed-route and para-transit services, including ridership, route and fare analysis– Continual

Oversee safety plans, drug and alcohol compliance and proactive operator training– Continual

Planned and hosted all RCTB meetings, including monthly, special and committee meetings with agenda, minutes, board packets, financial and ridership reports– Continual

Conducted partner development activities with community leadership meetings with elected officials, employers, non-profit organizations, funding agencies and foundations.

Participated in the RTAC coordination meetings and development of the Richland County Coordinated Human Service Plan– Continual

Completed FTA/NTI trainings, ODOT trainings, and other transit education, including the OPTA and Small Operators conferences, for information related to federal and state program requirements

Oversaw bus advertising program and RCT marketing– Continual

Public outreach through networking, press releases, newspaper and television interviews. – Continual

Accomplishments – Operator

Ridership data monitored and reported – continual

Route analysis – continual

System performance analysis on fixed route service and para transit - continual

MATI Plan – Participated in steering committee and public meetings, provided operational input, reviewed recommendations for the MATI workforce transportation pilot plan – Aug-June

Timely dissemination of information through social media postings, participated in community events - continual

Effectively marketed services, special events promotions, etc. - continual

RCT Website maintained - continual

Published and distributed route schedule maps – continual

Prepared effective preventive maintenance plan and assist with capital and transit asset management planning - continual

Managed operational planning for fixed-route and para-transit services, including ridership, route and fare analysis– Continual

Completed transit trainings, including the OPTA and Small Operators conferences, for information related to federal and state operating requirements

Provided monthly reports to RCTB, attended RCTB meetings - monthly

Responded to and resolved public inquiries, complaints, and comments – continual

Source of Funding	Budget	Expenditure	\$ Difference	% of budgeted amount
674.2 - Transit Planning				
FTA 5307 - 80%	\$163,832	\$147,338	\$16,494	
Local RCTB - 20%	\$40,958	\$36,835	\$4,123	
Total	\$204,790	\$184,173	\$20,617	89.9%

Expense for data collection and planning by operator as per FY25 OWP Appendix B

Source of Funding	Budget	Expenditure	\$ Difference	% of budgeted amount
674.2 - Transit Operator				
FTA 5307 - 80%	\$136,000	\$101,845	\$34,155	
Local RCTB - 20%	\$34,000	\$25,461	\$8,539	
Total	\$170,000	\$127,306	\$42,694	74.9%

Source of Funding	Budget	Expenditure	\$ Difference	% of budgeted amount
674.3 - Transit Workforce Pilot Planning (MATI)				
FTA 5312 – 96.3%	N/A	\$92,141	(\$92,141)	
Local RCTB – 3.7%	N/A	\$3,570	(\$3,570)	
Total	N/A	\$95,711	(\$95,711)	100%

Staff completed all activities as expected with an added new planning project that was funded by a competitively awarded 5312 planning grant for the Mobility, Access and Transportation Insecurity (MATI) program.

Work Element 674.4 Social Service Transportation

Purpose: To facilitate the coordination of transportation provided by Social Service Agencies.

Activities

Maintain a single computerized database of transportation services in Richland County

The broker uses a comprehensive listing of transportation routes and schedules provided by all social service agencies and Richland County Transit.

Meet a significant number of trip requests in a coordinated fashion by matching the request with existing transportation

The broker keeps records of all transportation resources and uses this information to match trip requests from agency representatives to the most appropriate existing transportation service.

Accomplishments

Region 5 Coordinated Transportation Plan and the recommendations.

Coordination of transportation resources in Richland County; updated all ATAC resource forms, updated mobility management website, posted on social media about MM resources – Continual

Schedule trips, provide information and referral, and facilitate the exchange of fares between agencies– Continual

Pay the transportation providers and collect reimbursement from the requesting agencies – Continual

Facilitate a single contact for all scheduling and billing concerns. – Continual

Administration of grants that may be procured for the purpose of coordination activities, such as ODOT's Ohio Coordination Program – Continual

Coordinate ATAC meetings

Attend mobility manager monthly peer meetings, community meetings, mobility workshops, OPTA annual state conferences - continual

The Mobility manager position was discontinued at RCRPC after December 2025. The position and grant was transferred to Area Agency of Aging. A new position for Regional Mobility Planner for FY 2025 will be filled.

Source of Funding	Budget	Expenditure	\$ Difference	% of budgeted amount
674.4 - Mobility Management				
Office of Transit - 14.3%	\$15,122	\$16,385	(\$1,263)	
ATAC Agencies - 85.7%	\$90,628	\$98,196	(\$7,568)	
Total	\$105,750	\$114,581	(\$8,831)	108.4%

Staff began or completed all activities as expected with staffing levels for FY25.

Variance in budget was due to the discontinuation of the trip brokerage service for ATAC agencies after December 2024.

Subcategory 697 Transportation Program Reporting

Objective: To effectively communicate transportation activities to stakeholders

Work Element 697.1 Transportation Program Reporting

Purpose: Includes the preparation of reports and documents that facilitate communication of transportation related issues to the region's transportation stakeholders.

Activities

Continuous administration and technical direction of the transportation planning program

Creation of Overall Work Program and Completion report.

Development and publishing of annual report of transportation planning activities

Review and Updating of Title VI/Environmental Justice formal complaint process

Review and Updating of RCRPC Transportation Prospectus

Review and Updating of RCRPC Transportation Planning Procedural Manual

Continue to develop regional modes of cooperation between multiple agencies

Accomplishments

Prepared presentation and planning documents done in the FY2025 for the FHWA/ODOT joint biennial review meeting

Prepared and reviewed monthly invoice and the associated financial documents

Prepared Transportation Director's Reports, Documents and Agendas for TAC Meetings and Policy Committee Meetings

After the completion of West 4th Street from Home Rd to US-30 (around 4.5 miles), assisted community for applying construction funds for the roundabout improvement with success.

Updated related documents for the website under MPO Transportation

Quarterly meeting of the Richland County Regional Planning Commission and the Coordinating Committee to report on transportation and planning program

Quarterly and special meetings of the Technical Advisory Committee

Prepared RCRPC FY2022_Annual Listing of Federal Obligated Projects and Report. – 3rd qtr

Approved OWP Completion Report with Resolution 23-04 dated 10/26/22

Certified Urban Planning process with Resolution 22-12 dated 04/24/23

Approved OWP with Resolution 22-15 dated 05/24/23

Review of RCRPC prospectus and Planning procedural Manual

Employee personnel succession planning

Quarterly newsletters, press releases highlighting transportation planning and commission activities created and distributed – continual

Source of Funding	Total Budget	FY 2024 Carryover	FY 2025	Expenditure Total	Expenditure Carryover \$\$	Expenditure Current FY \$\$	\$ Difference	% of budgeted amount
697.1 - Program Reporting In House Staff								
US DOT	\$15,005	\$7,502	\$7,502	\$22,234	\$12,615	\$9,619	-\$7,229	
ODOT	\$1,876	\$938	\$938	\$2,779	\$1,577	\$1,202	-\$904	
Local	\$1,876	\$938	\$938	\$2,779	\$1,577	\$1,202	-\$904	
Total	\$18,756	\$9,378	\$9,378	\$27,793	\$15,769	\$12,024	-\$9,037	148.2%

Staff completed all activities as expected with staffing levels for FY25.

Under budget as several activities and tasks were completed by staff (Exempt) after business hours and not have been counted due to the staff shortage. In the future in preparing and developing the next UPWP for FY2027, we will allocate additional hours for this category (code 625)

Subcategory 901 Local Service

Objective: Provide professional and technical service to participating governmental subdivisions

Work Element 901.1 Local Service (Includes work previously included in 920)

Purpose: Provide professional and technical service to participating governmental subdivisions and the general public. Provide administration for the Enterprise Zone/Tax Incentive Review Council for Richland County, and the Zoning, Sub-division, and Land use committee of the RCRPC. All services are provided with emphasis on attention to being consistent with the Comprehensive Land Use Plan for 2035.

Activities

The resources of the RCRPC will be made available to participating governmental subdivisions to address identified issues or problems. Requests will be evaluated on a first come first serve basis. Evaluation will be based on, but not limited to, estimated cost, available budget, previous service provided to the requesting entity, and significance to the region as a whole.

The Commission will provide local support for special or new programs that are beneficial to local governments

Enterprise Zone management for Richland County

Richland County Growth Corporation administration

The Commission will continue the process of reviewing, re-evaluating and updating the existing Comprehensive Plan.

Assistance provided by staff and the Zoning, Subdivision and Land Use Committee includes, but is not limited to the following:

- a) Administration of the Richland County Subdivision Regulations.*
- b) Advice, recommendations and assistance to cities, villages, townships, and the general public on zoning and subdivision matters, as appropriate*

Review and revise Richland County Subdivision Regulations to reflect new Ohio Laws or local evaluation of potential changes

Develop mapping, data and related materials for the work of RCRPC.

Provide training and technical assistance to the RCRPC membership.

Community outreach to expand the understanding and use of GIS in Richland County.

Staff participation on task forces, committees, focus groups or workshops convened by members to facilitate local planning

Accomplishments

*Provided information and assistance to member participants in the RCRPC on a request basis. - Continual
Service to members – map requests, aerial photography
Specific community development project – Mansfield Downtown Main Steet, Shelby Strategic Plan, Community legislative priorities, project identification*

Participated in local planning efforts through sector meetings of community organizations like the Richland Community Development Group, Richland County Foundation, NECIC, Downtown Mansfield Inc. - Continual

Staff prepared RFP for procurement of consultant to prepare County and City Joint Comprehensive Plan – 4th qtr.

Staff participates in local Planning Effort ‘Mansfield Rising’- A Plan for Downtown Mansfield and is involved in project development and implementation of identified projects. - Continual

RCRPC leads a housing steering committee and staff is responsible for organizing meetings, monitoring progress on plan implementation, reporting and communications. – monthly continual.

Staff continues to work on strategies identified in the Housing Study - Continuous

Staff attended Mansfield Planning Commission meetings biweekly - Continual

Local administration of the State Issue programs dealing with Open Space and Infrastructure grant programs. Richland County applications were reviewed and prioritized at the 10/28/2024 Full Commission meeting.

Administration for the Richland County Growth Corporation. Staff organized and facilitated meetings on 10/24/2024, 12/19/2024, 01/23/2025- Continual. Facilitated annual audit- 4th quarter

Administration for the Enterprise Zone and Tax Incentive Review Council for Richland County. Tax Incentive Review Council Annual meeting was held on 3/11/2025. Agreement and Zone reports were completed and submitted for the County. – 3rd Qtr.

Monitoring of Richland County Comprehensive Plan - Reviewed two farmland preservation easement applications for confirmation with comprehensive plan, act as liaison with Farm Bureau. - Continual

Responded to requests for information and service. Fulfill requests for historic aerial, topographic and location maps made by members, real estate agents, environmental companies, consultants and public.

Staff provided address assignments for 3 un-zoned Townships. - Continual

Provide staff recommendations on map and text zoning amendments to Townships. Provide model zoning text to Franklin and Weller Townships as requested. Facilitate ZSI committee meetings 7/23/2024, 11/22/2024, 03/11/2025, 5/23/2025, 06/24/2025, Building Appeals Board – 10/18/2025 – Continual

Attend training and professional development workshops related to land use planning hosted by Ohio Township Association, Ohio Planning Association and Smarth Growth USA - Continual

901.1 - Local Service In House Staff				
Source of Funding	Budget	Expenditure	\$ Difference	% of budgeted amount
Local	\$20,294	\$19,841	\$453	97.8%
Total	\$20,294	\$19,841	\$453	

Staff completed all activities expected with staffing levels for FY 25

Subcategory 1001 Administration

Objective: To provide for effective and efficient operation of the RCRPC and completion of its work program

Work Element 1001 Administration

Purpose: Provide a charge number for administrative costs

Activities

Organizational development

Office management

Bookkeeping, financial functions to facilitate the flow of funds through the County Auditor and County Treasurer

RCRPC meeting preparation, attendance, and documentation, including regular staff meetings

Work program and budget development, monitoring and progress report (shared with Transportation planning program).

Accomplishments

Effective financial and operational management of RCRPC - Continual

Financial audit – 3rd qtr.

Five Full Commission meetings and 7 Executive Committee meetings - Continual

Staff attendance at meetings for regional and organizational issues - Continual

Regular staff attendance at leadership and stakeholder meetings to represent RCRPC - Continual

Attendance at planning conferences and workshop that benefit the activities of all programs - Continual

Monthly staff meetings to monitor employee activities - Continual

Responsibilities, Manpower and Funding: Indirect costs.

All costs associated with administration are documented in the annual Cost Allocation Plan (CAP) that is developed according to the guidelines that are provided by the ODOT Office of Audits. Upon approval by that Office, the final CAP rate is incorporated into this document.

1001 - Administration		In House Staff		
Source of Funding	Budget	Expenditure	\$ Difference	% of budgeted amount
RCRPC (Wages & Fringe)	\$94,581	\$65,066	\$29,515	68.8%
Total	\$94,581	\$65,066	\$29,515	