



U.S. Department
of Transportation
**Federal Highway
Administration**

Ohio Division

May 12, 2020

200 North High Street, Room 328
Columbus, OH 43215
614-280-6896
614-280-6876

In Reply Refer To:
HDA-OH

ELECTRONIC CORRESPONDENCE ONLY

Ms. Julie M. Green
Chairman
General Policy Board
Eastgate Regional Council of Governments
City Centre One Building
100 East Federal Street, Suite 1000
Youngstown, OH 44503

Dear Ms. Green:

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) will be conducting a Certification Review of the Transportation planning process for the Youngstown area over the next five months. FHWA and FTA jointly view the Certification Review as an opportunity to cooperatively assess the transportation planning process within your region per Federal requirements. A Certification Review is accomplished through three phases including a desk-top review, site visit, and documentation of the process in a report.

The desk-top review is anticipated to take place in June 2020. The intent of the desk-top review is for FHWA and FTA to identify any items or issues requiring specific discussion during the site visit. A review of Eastgate' planning documents will be conducted as part of the desk-top review. After completion of the desk-top review a list of topics and questions to prepare for the site visit will be provided to your staff.

To aid the Federal agencies in conducting the desk review, the FHWA and FTA ask that you provide an electronic copy or electronic link to the following documents by **May 29, 2020**:

- Eastgate Bylaws and/or formal operational procedures, staff organization chart, and committee structure
- Long Range Transportation Plan (LRTP) and any documentation on the development process
- Transportation Improvement Program (TIP) and TIP Development processes
- Provide documentation of MPO's efforts of incorporating performance measures including Transportation Performance Measures (TPM), Transit Asset Management (TAM) targets and agreement, written provisions, and planning agreements
- Congestion Management Process (CMP)
- Bike and Pedestrian Plan
- Public Participation Plan (PPP)
- Unified Planning Work Program (UPWP) and invoices from the most recent two quarters
- Equal Opportunity policy and/or documentation

- Environmental Justice (EJ) plan and/or documentation of EJ analysis
- Limited English Proficiency (LEP) Plan
- Freight Plan and/or related freight planning information
- Any existing planning related MOU/MOAs that Eastgate has with the transit agencies, the Ohio Department of Transportation (ODOT), and/or other planning agencies
- FY 2019 Annual Listing of Obligated Projects
- Any other pertinent MPO materials to showcase how the region conducts their 3-C planning process, including public outreach materials, visualization tools and other resources

As coordinated and confirmed with your staff, the site visit of the certification is scheduled for August 11-12, 2020. The site visit will be conducted as a virtual event, per our current protocol, and the review team consisting of staff from the FHWA and FTA will meet with your staff: representatives of area transit operators, and the ODOT. As part of the site visit, the review team will be available to listen and respond to the public during a virtual public meeting. Representatives from Eastgate, ODOT, transit operators and other interested parties are welcome to participate in this virtual public meeting. At the end of the site visit, a close out virtual meeting will be held with your staff to summarize the site visit information and activities. You and members of the Eastgate General Policy Board are welcome to attend any or all parts of the site visit.

The review team will then prepare a report documenting the desk review and site visit. This report will include a summary of the issues discussed and any corresponding findings. Accompanying the delivery of the final report, the FHWA Ohio Division Office and the FTA Region 5 Office will also provide a joint certification finding.

This Certification Review is being done in the spirit of cooperation with the goal of enhancing the quality of the transportation planning process in the Youngstown area. We will continue to work with your staff in this process to finalize activities surrounding the site visit. If you should have any questions or comments, please contact Ms. Carmen Stemen of FHWA at (614) 280-6848 or Mr. Mark Kane of FTA at (312) 353-3853.

Sincerely,



For: Laura S. Leffler
Division Administrator

ecc: Ken Sympson, Eastgate, KSympson@eastgatecog.org
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Electronic File Location: L:\2020 Electronic Subject and Project Files\08 Program and Planning and Research\8-E Urban Transportation Planning General\8-E-2 TMA Certification Reviews General

Internal ecc: DA Reading File

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