

**MEMORANDUM OF UNDERSTANDING FOR  
COOPERATIVE TRANSPORTATION PLANNING  
BETWEEN  
EASTGATE REGIONAL COUNCIL OF GOVERNMENTS  
AND THE TRUMBULL COUNTY TRANSIT BOARD**

This Memorandum of Understanding is agreed and entered into on this 7th day of January 2019, between the Trumbull County Transit Board, hereinafter called TCTB, and the Eastgate Regional Council of Governments, hereinafter called Eastgate. This memorandum outlines the roles and responsibilities of Eastgate, the Metropolitan Planning Organization (MPO) for Mahoning and Trumbull counties, Ohio, and TCTB, a transit operator providing demand response transit services, for carrying out federal transportation planning and programming requirements.

This memorandum, in accordance with federal requirements, provides the framework for Eastgate and TCTB to cooperatively determine their mutual roles and responsibilities for carrying out the urban transportation planning process in accordance with FTA and FHWA requirements, the Fixing America's Surface Transportation Act (FAST Act), the metropolitan and statewide planning regulations and Eastgate's program of project process. The process includes coordinating program activities between Eastgate and TCTB in the development of the Overall Transportation Work Program (OTWP), the Transit Development Program (TDP), the Metropolitan Transportation Plan (MTP), the state and regional Transportation Improvement Program (STIPs/TIPs), and other federal, state and regional planning activities, as applicable.

**I. Transportation Planning Work Program**

- A. In accordance with state and federal requirements, Eastgate annually prepares, adopts and updates the OTWP describing regional planning activities and studies. The OTWP relates regionally-significant planning activities of the state, Eastgate, TCTB, WRTA, and other participating local government agencies in an integrated, comprehensive program document.

TCTB agree to annually prepare and submit to Eastgate for inclusion in the OTWP the description of regionally-significant, transportation-related planning work intended to be carried out by TCTB.

- B. Eastgate and TCTB agree to consult and coordinate the development of transit plans and programs as they relate to existing and future multi-modal transportation needs in Mahoning and Trumbull counties, Ohio.
- C. Eastgate and TCTB agree to work together to achieve compliance with all federal planning regulations and guidance. Eastgate and TCTB will work collaboratively to address the triennial certification review, as scheduled by the U.S. Department of Transportation - Federal Highway Administration and Federal Transit Administration.

**II. Transit Development Program (TDP)/Transportation Improvement Program (TIP)**

- A. Eastgate and TCTB agree to work together in the development of transit projects within Eastgate's planning area and assure that available funds are spent on projects and programs that improve the transportation system. TCTB will submit to Eastgate a description of all transportation projects proposed to be funded with federal or non-federal funds.
- B. TCTB agrees to submit and provide documentation for transit plans and programs. Eastgate will collect and document TCTB transit planning activities and include them in Eastgate's TDP.
- C. TCTB will submit to Eastgate on a yearly basis, their short term transit plans that describe their existing transit operations and identify future transit plans. TCTB is required to submit a fiscally-constrained financial plan for existing and proposed transit projects. Eastgate will utilize this information as a primary source of documentation for programming capital projects in the STIP/TIP.

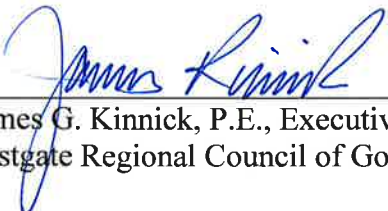
**III. Metropolitan Transportation Plan (MTP)**


- A. Eastgate, in cooperation with TCTB, will develop the MTP Plan as required by federal regulations. TCTB will submit to Eastgate data required for plan development. TCTB will be required to submit a fiscally-constrained financial plan for existing and proposed transit projects.
- B. Eastgate, in cooperation with TCTB, will conduct public involvement activities for the development and adoption of the MTP.
- C. Eastgate and the TCTB agree to work together in developing, maintaining and managing an understandable and equitable process for documenting projects within the planning area for Eastgate's Metropolitan Transportation Plan. Eastgate and TCTB agree to provide early notice of any proposed policy or procedural changes that may impact project selection or the implementation of the MTP.

**IV. Term**

This agreement shall be evaluated annually. It may be amended as necessary by agreement of both Eastgate and TCTB, and will remain in force until repealed by either Eastgate or TCTB. Eastgate and TCTB commit to continually improve the planning process and the delivery of transit services to the region.

Agreed to this 7th day of January 2019 by:

  
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James G. Kinnick, P.E., Executive Director  
Eastgate Regional Council of Governments

  
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Robert Faulkner, Chairman  
Trumbull County Transit Board