

EXECUTIVE COMMITTEE

August 25, 2011

There was a meeting of the **Executive Committee** of the Lima-Allen County Regional Planning Commission held on **Thursday, August 25, 2011** at **4:00 p.m.** in the Conference Room of the Commission office located at 130 West North Street, Lima, Ohio.

The agenda was as follows:

1. Roll Call
2. Approval of EC Minutes – July 28, 2011
3. Communications
4. Financial Report
 - a. Budget Report
 - b. Bills to be Approved
 - c. Payroll and OPERS
5. Standing Committees Reports
 - a. Administrative Affairs Committee
 - b. Community Development Committee
 - c. Developmental Controls Committee
 - d. Transportation Coordinating Committee
6. Other Committee Reports
7. Staff Reports
 - a. Clearinghouse Reviews
 - b. Planning Assistance
8. Old Business
9. New Business
10. Adjournment

A quorum being present, Roy Hollenbacher brought the meeting to order and proceeded with the agenda.

1. ROLL CALL

Mr. Dick Accountius	Allen County
Mr. Gregory Berquist	City of Delphos
Mr. Kevin Cox	Perry Township
Mr. Howard Elstro	City of Lima
Mr. Roy Hollenbacher	Bath Township
Mr. Bruce Plumb	City of Lima
Mr. Dan Reiff	Allen County
Ms. Chris Seddelmeyer	Shawnee Township
Mr. Thomas Tebben	City of Lima

STAFF

Mr. Thomas Mazur	Lima-Allen County Regional Planning Commission
Ms. LeeAnn Sypherd	Lima-Allen County Regional Planning Commission

2. APPROVAL OF EC MINUTES – July 28, 2011

Motion 70 (08-25-11) EC

Gregory Berquist made the motion that the EC minutes of July 28, 2011 be approved. Seconded by Dick Accountius; motion carried.

3. COMMUNICATIONS

Thomas Mazur reported that staff received an award letter that was mailed to the Allen County Commissioners from the Ohio Department of Development (ODOD) for the Community Development Block Grant (CDBG) Program. The awards total project costs reflect \$636,500, private rehabilitation \$257,000, home building repair \$162,000, homeless prevention \$10,000 and down payment assistance/rehab which are both administered by LACCA, new construction \$85,000, housing development information counseling \$10,000 through LACCA, \$8,000 for foreclosure through LACCA, \$3,000 for Fair Housing Enforcement and administration by both the Lima-Allen County Regional Planning Commission (LACRPC) and WSOS for \$59,000.

Thomas Mazur reported that staff received a communication from Representative Derrickson requesting input for the State of Ohio's new workforce development program. The closest meeting for this new program will be held in Bowling Green on September 15, 2011. Thomas Mazur asked if any Committee member was interested in attending the meeting to please notify staff.

Thomas Mazur reported that staff received notification of a freight conference being held in Toledo and representatives from the LACRPC plan to be in attendance.

Thomas Mazur reported that staff received notification of a conference being hosted by the Federal Highway Administration (FHWA) at the beginning of September in Columbus. Representatives from the LACRPC will be in attendance. The conference will focus on new tools for planning operations and different types of simulation models for streetscape programs.

Thomas Mazur reported that staff received notification the Soil and Water will be hosting an event on September 8, 2011 at the Ohio State University (OSU) Lima Campus. The meeting is Soil and Water's Annual Meeting and begins at 5:30 PM.

Thomas Mazur reported that the Ohio Department of Transportation (ODOT) and the local non-profit agencies are hosting a Mobility Meeting at the ODOT District 1 building on September 13, 2011. Staff will be in attendance.

Thomas Mazur reported that the local media has portrayed the coordination efforts between the Allen County Board of Developmental Disabilities (ACBDD) and the Lima-Allen County Regional Transit Authority (LACRTA) incorrectly. The rules from the Department of Education for transporting children and the rules from the Department of Transportation (DOT) are different. The contract routes that LACRTA are providing for the ACBDD are not open to the general public and an aide rides the bus with the clients. Due to the cuts in funding, the local coordination efforts will continue. Roy Hollenbacher asked if these new contract routes between the LACRTA and the ACBDD are part of the local coordination efforts. Thomas Mazur responded in the affirmative. Dick Accountius stated that the bottom line was that the ACBDD clients get to and from their school and jobs safely.

4. FINANCIAL REPORT

a. Budget Report

Roy Hollenbacher reported that Committee members received the income and expenses report with their packets.

4. **FINANCIAL REPORT** (Continued)

a. Budget Report (Continued)

Motion 71 (08-25-11) EC

Gregory Berquist made the motion to approve the budget report. Seconded by Bruce Plumb; motion carried.

b. Bills to be Approved

Thomas Mazur reported that the invoice for CorpComm in the amount of \$1,603.75 is for the LACRPC's portion of the new website that CorpComm is helping to design. The invoice for Healthy Communities in the amount of \$25,000 is for the yearly maintenance provided by the Healthy Communities Institute (HCI) for the new website. The invoice in the amount of \$2,100 to the Treasurer of the State of Ohio represents an overpayment made by ODOT to the LACRPC for lot splits.

Motion 72 (08-25-11) EC

Gregory Berquist made the motion to approve the bills to be paid. Seconded by Bruce Plumb; motion carried.

c. Payroll and OPERS

<u>Payroll</u>	<u>Amount</u>	<u>PERS</u>	<u>Medicare</u>	<u>Vacation</u>
07-27-11	\$20,811.26	\$2,913.58	\$301.76	\$5,502.40
08-10-11	\$14,834.55	\$2,076.84	\$215.10	

Motion 73 (08-25-11) EC

Gregory Berquist made the motion to approve the payroll and OPERS. Seconded by Bruce Plumb; motion carried.

5. **STANDING COMMITTEES**

a. Administrative Affairs Committee

Thomas Tebben reported that the AAC did not meet in August.

b. Community Development Committee

Kevin Cox reported that the CDC met on August 18 and Committee members received a report on the Safe Community Grant accomplishments for the third quarter. Thomas Mazur reported on the status of the new LACRPC website and the metrics and benchmarks. The committee members received report on the updates to the Final Analysis of Impediments to Fair Housing Choice. Kevin Cox reported that the committee received a report on the LACRTA FY 2012-2016 Operational Analysis and Management Plan.

Motion 74 (08-25-11) EC

Thomas Tebben made the motion to accept the CDC report and all motions and recommendations be approved. Seconded by Howard Elstro; motion carried.

c. Developmental Controls Committee

Bruce Plumb reported that the DCC did not meet in August.

d. Transportation Coordinating Committee

Gregory Berquist reported that the TCC met just prior to the EC meeting. The Committee received a report from the Allen County Regional Transit Authority. The agency has changed its name to the Lima-Allen County Regional Transit Authority (LACRTA). The

5. **STANDING COMMITTEES** (Continued)

d. **Transportation Coordinating Committee** (Continued)

LACRTA has completed its Triennial Review with no major findings. The LACRTA will begin four new routes on Monday. Gregory Berquist reported that the Committee received a report on the Speed and Delay Study which evaluates the Level of Service (LOS) on roadway corridors in categories from A through F. There are approximately 1,327 miles of roadway within Allen County with approximately 99% of the roadways functioning satisfactorily. The Central Business District (CBD) is the area with the most problems with an LOS of D. This report will be used for the next Comprehensive Plan. Gregory Berquist reported that the Committee received a report on the Truck Stats report which analyzes truck crashes from 2008-2010. Approximately 626 accidents occurred over the study period with 80% occurring on straight and level roadways and 67% were the fault of the truck driver. This report deals with class B and C trucks which are trucks of 30' or longer. Gregory Berquist reported that the Committee received a report on the 2011 Completion Report; production is not up to normal standards and staff is over budget due to 30 extra projects. Gregory Berquist reported that the Committee received a report on over 30 line items that have been added to the FY 2012-2016 Transportation Improvement Program (TIP) for approximately \$126,000 million. Gregory Berquist reported that the Committee received a report on the FY 2012 Unified Planning Work Program (UPWP) revisions; adjustments were made to line items for approximately \$8,000. The Committee also received a report on the FY 2012-2016 Operational Analysis and Management Plan which is a "spin-off" of the former Transit Development Plan (TDP) and provides more detail. This report enables the LACRTA to apply for more different types of funding such as the Jobs Access Reverse Commute (JARC) and New Freedom grants. Gregory Berquist reported that the Committee approved the Final Intersection Spot Safety Improvement Study as well as the Final Spot Safety Horizontal Curve Improvement Study which recommended approximately \$22,000 in improvements. Finally, the Committee approved the Memorandum of Understanding (MOU) between the LACRPC and the LACRTA not to exceed \$36,000.

Motion 75 (08-25-11) EC

Thomas Tebben made the motion to accept the TCC report and all motions and recommendations be approved. Seconded by Howard Elstro; motion carried.

6. **OTHER COMMITTEE REPORTS**

a. **Citizens Accessibility Advisory Committee**

Thomas Mazur reported that the CAAC did not meet in August.

b. **Sustainability Committee**

Roy Hollenbacher introduced Jerry Courtney, Chair of the Sustainability Committee, and asked for a report on the August 1, 2011 meeting. Jerry Courtney reported that the Sustainability Committee began when Janis Sunderhaus of the Health Partners of Western Ohio approached the mayor of the City of Lima, myself, the Health Department and the presidents of both of the local hospitals about an opportunity for the City of Lima and Allen County regarding the Affordable Healthcare Act (AHA) and the funding of "healthcare centers" for the poor such as the Health Partners. The AHA sets aside approximately \$750 billion for the establishment of local "healthcare centers" and another approximately \$500 billion is to be set aside for preventative healthcare and wellness. Jerry Courtney reported that this group of people began to discuss a way to establish a "one-stop-shop" for health data as well as other types of data about the City of Lima and Allen County and make it available to everyone. The group became the Sustainability Committee and has members from many sectors within the community

6. OTHER COMMITTEE REPORTS (Continued)

b. Sustainability Committee (Continued)

such as manufacturing, healthcare, economic development and county and local government representatives. Jerry Courtney reported that two years ago the local YMCA had applied for a Pioneering Healthy Communities (PHC) grant from the national YMCA and the Centers for Disease Control (CDC) and was denied the grant because the local YMCA was unable to gather the data required for the grant. It became obvious to the local YMCA that there was a need for a local data collection site that anyone could have access to. Jerry Courtney reported that locally and nationally there is a direct correlation between policy, environment and community design in the health outcomes of communities and these issues are of particular concern locally. The local YMCA applied again recently for the PHC grant and was awarded funds. The PHC grant requires the local YMCA to pick ten communities and appoint representatives to begin to look into the policies, environment and community design and how these affect the local economic development, health issues, etc. At the time that the local YMCA was applying for the PHC grant, the local YMCA was performing a feasibility study with four local manufacturers pertaining to the manufacturers needs as relates to healthcare. The local hospitals have also performed a similar type of feasibility study with very similar results; healthcare costs within Allen County are higher compared to other, similar communities that these manufacturers are a part of. Jerry Courtney reported that Allen County is at the bottom of the rankings in almost every report pertaining to health and wellness, activity and mobility. These reports are having serious, negative repercussions for the county. Obesity rates within the county are high and obesity is directly related to physical inactivity and nutrition which also effects employment and growth. Jerry Courtney presented a handout to Committee members and reported that the local YMCA discovered in the discussions with the other local healthcare providers, manufacturers, etc. that the medical profession, the health and fitness centers, the local YMCA's, etc. have not been able to "cure" obesity and the rising healthcare costs and discussed whether there was any other way that the local communities could address these issues. Jerry Courtney reported that in the six years that he has resided in Allen County, the non-profit agencies, the hospitals, manufacturers, etc. are discussing the ability to eliminate duplication, alignment of policies and looking at the problems facing the community in a different manner. Jerry Courtney reported that at the next Sustainability Committee meeting, the PHC effort will be discussed with the Committee and that the Committee adopts the PHC initiative as a part of the Committee's plans for the improvement of the community. The PHC grant will bring approximately \$60,000 to be used to begin to address policies, environment and community design as they affect health and wellness within the community at large. The long term goal is to create an environment within Allen County whereby young people want to stay within the county when they graduate from college, businesses want to local in Allen County or expand existing business, senior citizens want to retire to Allen County and overall, create a healthier and more balanced community. Jerry Courtney reported that a community that participated in the PHC initiative went to a local fast food franchise and asked the management to change to default kids meal to be the sandwich, apple slices and 1% milk instead of the default being the sandwich, French fries and a soft drink. The local fast food franchise tried the "new" default and the obesity rates amongst the kids began to drop. When these types of policies are instituted across the board, especially amongst the poor, the obesity rates began to drop. Thomas Mazur reported that in order for businesses to grow, the healthcare rates and issues must be addressed. Jerry Courtney reported that the Sustainability Committee will be involving local manufacturers, local healthcare providers, the hospitals, etc. in the discussions. Jerry Courtney reported that the future of Allen County is directly related to the future of the City of Lima and the African-American community and companies are not going to locate or relocate a

7. OTHER COMMITTEE REPORTS (Continued)

b. Sustainability Committee (Continued)

company to an area with high poverty levels and an uneducated work force. Jerry Courtney reported that over the next two years the Sustainability Committee will be looking at the wellness plans of the local school districts as well as the nutrition plans and then begin discussions with the school districts vendors and attempt to develop some alignment. Roy Hollenbacher asked if the funds authorized to the Healthy Communities Institute (HCI) is a part of this initiative that Jerry Courtney was reporting on. Thomas Mazur replied in the affirmative and stated that it also includes the LACRPC's new website which is the repository of the data. The website is www.lacrpc.com and all of the indicators are not yet completed as staff is still waiting for data from several local partners.

Motion 76 (08-25-11) EC

Thomas Tebben made the motion to accept the Sustainability Committee report and all motions and recommendations be approved. Seconded by Howard Elstro; motion carried.

c. Cartage and Freight Carriers Committee

Thomas Mazur reported that the Cartage and Freight Carriers Committee met on Friday, August 12, 2011 with eighteen in attendance. The Committee received a report on the FY 2012-2016 Transportation Improvement Program (TIP) updates. The Committee received a report on the Truck Stats as well as the Spot Safety Intersection Improvement Study and the different intersections within the report. Staff requested that the CFCC identify the different locations that appear to be problem areas for cartage and freight carriers. Thomas Mazur reported that the Committee received a report on the Corridor Level of Service (LOS). A representative of Parsons-Brinkerhoff the consultants that are completing the re-engineering of IR-75. The Ohio Department of Transportation (ODOT) will be working on two bridges along the IR-75 corridor which could have a major impact for cartage and freight carriers. These two bridges will be down for a period of time and it could have a huge impact on the cartage and freight carriers.

Motion 77 (08-25-11) EC

Thomas Tebben made the motion to accept the CFCC report and all motions and recommendation be approved. Seconded by Howard Elstro; motion carried.

d. Citizens Advisory Committee

Thomas Mazur reported that the CAC met on Friday, August 19, 2011 with 26 in attendance. The Committee received a report on the Analysis of Impediments to Fair Housing Choice (AI). The Committee also received reports on the Truck Stats, Corridor LOS and the TIP Amendments. Thomas Mazur reported that the Committee received a report on the Benchmarks for the Sustainability Initiative as well as a preview of the new LACRPC website by viewing a demonstration of the San Francisco HCI website and the different data that will be contained within the website.

Motion 78 (08-25-11) EC

Thomas Tebben made the motion to accept the CAC report and all motions and recommendations be approved. Seconded by Howard Elstro; motion carried.

7. STAFF REPORTS

a. Clearinghouse Reviews

Thomas Mazur reported that there were no Clearinghouse Reviews in August.

7. **STAFF REPORTS** (Continued)

b. Planning Assistance
Information Assistance

Staff provided census data to the Allen County Engineer. Staff reviewed census product release dates with Barry Bennett of the Ohio Department of Development (ODOD). Staff forwarded federal/state grant announcements to community stakeholders. Staff discussed census data enumerations and data availability for service areas of Lima City Fire Department (LFD) Firehouses 3 and 5. Staff forwarded workshop and licensure info to local water and wastewater operators regarding RCAP workshop focusing on cost-cutting procedures for local public utilities. Staff reviewed floodplain violations with Mayor Denny Schaeffer in Ft. Shawnee and County Engineer Tim Piper.

Safe Communities

Staff began working with juvenile court to develop program targeting traffic safety for at-risk youth. Staff made preparations for the Allen County Fair booth. Staff supported Mothers Against Drunk Driving at Shawnee Township National Night Out. Staff gave interview to Clear Channel regarding impaired driving. Staff gave two seat belt presentations to a total of 71 students at Elida High School. Staff continued to work on annual award luncheon – gave interview to Clear Channel to solicit nominations. Staff gathered fatal crash data and sent media fatal press release. Staff prepared for, attended, and completed follow through for Safety Review Team. Staff worked on plans for grant required media kickoff targeting impaired driving and Labor Day enforcement. Staff made preparations to attend Governors' Highway Safety Conference. Staff prepared for, attended, and completed follow through for Safe Community meeting. Staff worked on modified FFY2012 Safe Community grant application. Staff revised online reimbursement claim and prepared the monthly narrative report before submitting same to the Ohio Department of Public Safety (ODPS).

Farmland Preservation

Staff responded to a request to discuss the Ohio Department of Agriculture's (ODA's) Agricultural Easement Purchase Program (AEPP) application with Amanda Wischmeyer of the local land trust named the North Central Ohio Land Conservancy District. Because of the reshuffling of ODA staff in early January no program or program applications were brought on-line for this funding round.

Housing

Agency personnel documented, mapped, and calculated home sales and average sales across Allen County by Census Tract. Staff solicited foreclosure data from Allen Mefferd of the Allen County Sheriff's Office. Staff solicited and reviewed transmittals from Housing Consortium regarding data needed for the Analysis of Impediments (AI) report; staff worked to integrate strategies and objectives identified in the Blue Print to End Homelessness Report and point of time datasets into the AI report. Staff requested, reviewed, and mapped code violations from local enforcement personnel. Staff requested, reviewed, and mapped the demolition of local housing units with local code enforcement personnel. Staff resubmitted its request for data for lead poisoning to the Allen County Health Department and Ohio Department of Health. Agency personnel requested and reviewed Community Reinvestment Act (CRA) data for 2010 from the City of Lima and tax rate tables for 2009 and 2010 with Allen County Auditor Rhonda Eddy. Staff worked to compile elementary school enrollments and minority concentrations within Allen County School districts. Staff worked to identify reasonably affordable rental rates in Allen County. Staff worked to integrate new 2010 Census Bureau information into the AI report. Staff reviewed criminal prosecution for fraudulent appraisals and flipping schemes with representatives of the Allen County Sheriff's Office

7. **STAFF REPORTS** (Continued)

b. **Planning Assistance** (Continued)

and Ohio Department of Development. Agency personnel requested assistance from the Ohio Department of Health regarding lead data and mapping needed for AI report. Staff contacted local real estate industry representatives and Lima City administrators for Moody's subprime loan data and total MLS sales in 2010. Agency personnel researched/reviewed Home Mortgage Data Act (HMDA) disparities by race and income by tract. Staff reviewed fair housing legislation with representatives of the Ohio Department of Development (ODOD) Office of Community Development (CDBG) and the Lima Allen Council on Community Affairs (LACCA). Staff requested housing and real estate licensure information from the West Central Ohio Realtors Association. Staff conducted on-line research regarding realtor, appraisal and apartment rental websites for Fair Housing Choice testing purposes. Staff reviewed Housing & Urban Development grant funding availability targeting education and enforcement of Fair Housing Choice with LACCA's Jackie Fox, Lima's Amy Odum and ODOD personnel. The public involvement process of the AI report was reviewed with the Allen County Commissioners and the City of Lima. Staff solicited comments from the Allen County Commissioners upon a review of the draft document. Staff presented the draft report to Lima City Council. Staff prepared a power point presentation and offered the draft AI report to the Citizens Advisory Committee, Community Development Committee and the Executive Committee of the Regional Planning Commission. Staff posted the draft document to the Agency website for comment. Staff submitted the AI to ODOD/CDBG personnel after the documents approval by the Allen County Commissioners.

Community Development Block Grant (CDBG) Program

Agency personnel prepared for and attended the 2nd CDBG public hearing. Staff contacted representatives of Delphos and Spencerville as well as Jim Meyer of Kohli & Kaliher to review application specifics and mapping of the FY 2010 and FY 2011 projects. Staff reviewed the procedures and tracking of lead abatement projects with Bruce Wells and Hope Kingsborough of WSOS. Staff reviewed bid contracts and contract awards with Bath Township Trustee Bill Degen. Staff reviewed the Delphos bid opening and contract amendment with same. Staff attended a Pre-Construction Meeting with City of Delphos related to the Erie Street Sewer Project. Staff reviewed CDBG funding applications and future year constraints with Sean Chapman of the Village of Spencerville. Staff facilitated the preparation and filing of program monitoring reports, resolutions, billings, scanning, postings, contract addendums, invoicing, and legal notifications.

Zoning Assistance

Staff prepared copies of the revised Auglaize Township Zoning Resolution, produced and saved a digital copy to a CD and forwarded same to the Township. Staff researched and reviewed zoning regulations and grant funding for solar panels and wind turbine generators with County Commissioner Dan Reiff. Staff responded to a request from Shawnee Township Zoning Inspector John Gosnell for technical assistance. Staff reviewed non conforming land use activities, recommended zoning amendments and zoning map issues with Marion Township representatives. Staff reviewed a subdivision proposal and zoning amendment process in Perry Township with Matt Frank.

Subdivision Regulations

Agency personnel facilitated 31 requests for service including 19 telephone based requests for service and 12 office visits. Staff reviewed the bond status of performance and maintenance bonds issued for Woodberry Creek Estates and Pondview Estates subdivisions located in American and Shawnee townships respectively with Ron Meyer

7. **STAFF REPORTS** (Continued)

b. **Planning Assistance** (Continued)

and Tim Piper of the Allen County Engineer's Office and representatives of State Bank and Union Bank. Staff facilitated a meeting of the Developmental Controls Committee to review the extension of performance and maintenance bonds. Staff reviewed a potential major subdivision located in Shawnee Township with Dr. Speilis. Staff reviewed proposed lot splits in Amanda Township (2), Bath Township (3), Jackson Township (2), Monroe Township, Perry Township and Spencer Township. Staff met with Ohio Department of Transportation District One Real Estate personnel to review the tracking and progress related to the I-75 Project. Staff approved 4 minor land divisions in Perry (1) and Bath (3) townships. Staff approved of 7 exempted land divisions in Auglaize (1) and Richland Township (2) including 4 large lot exemptions Marion (1), Monroe (1) and Jackson (2) townships.

Floodplain Management

Staff conducted tabletop reviews to assess the limits of the floodplain and opportunities for development on parcels located in Bath Township, Jackson Township, Marion Township (2), Richland Township, Shawnee Township and Sugar Creek Township. Staff provided new mapping of the floodplains for the Village of Bluffton. Staff attended the annual Floodplain Conference in Columbus, Ohio for training purposes. Staff met with representatives of the Allen County Engineer and the Ohio Department of Transportation District One to assess the possibility of jointly underwriting the hydraulic and hydrologic modeling of the Little Riley and potential flooding events along I-75, SR 81 and SR 309. Staff reviewed the data indicating the floodplain status of Essex Drive area and the new digital mapping results raised by Lima City Engineer Kirk Niemeyer with Douglas Degen at the Allen County Engineer's Office and forwarded same to Matt Leshar at the Ohio Department of Natural Resources and Onur Celik at CDM.

Short Range Transportation Planning

Staff researched intermodal connector applicability to Tank Plant with Ian Kidner at ODOT Central Office and Charles Schreck at ODOT District One. Staff also reviewed NHS system requirements with Dieter Wireman of P&G and Charles Schreck at ODOT District One. Staff reviewed FHWA environmental change directives against local MPO initiatives. Staff attended an OARC meeting in Columbus. Staff reviewed the "complete streets" publication with Bob Lawler of MORPC. Staff reviewed methodologies to assess sidewalks and pavement conditions. Staff reviewed TE funding request from Lima with Mayor David Berger and Lori Brinkman at ODOT District One. Staff reviewed inclusion of sidewalks in SR 309 project. Staff met with Village of Elida administrator to review traffic data sets, funding and access to MPO services. Staff met with Erica Strauss of YMCA regarding traffic concerns. Staff reviewed recommendations from horizontal curve study with Tim Piper and Kirk Niemeyer. Staff reviewed request for bike/pedestrian funding from YMCA and Health Department. Staff continued to work with Allen County Health Department and other stakeholders regarding the documentation, development and advocacy of pedestrian and bicycle facilities in the built environment. Staff continued to work with Safe Routes to School partners. Staff completed budget summaries and finalized the FY 2011 Unified Planning Work Program (UPWP) Completion Report. Staff addressed the Completion Report in the MPOs internal committee structure. Staff revised the FY 2012 UPWP with additional funding made available by ODOT. Staff updated meeting dates on the agency website, sent media fax and emails, posted minutes, agendas and cancellations to website.

7. **STAFF REPORTS** (Continued)

b. **Planning Assistance** (Continued)

Transportation Improvement Program (TIP)

Personnel reviewed MPO/CMAQ and MPO/STP funding availability through 2015 in order to assess availability of funding for transit. Staff reviewed and prepared budget table changes reflecting the addition of some 31 ODOT line item amendments to the FY 2012-2015 Transportation Improvement Program (TIP). Staff reviewed status of current FY 2012-2015 TIP projects with Lori Brinkman at ODOT District One and made adjustments to TIP tables. Staff requested confirmation of funding for ODOT sidewalk project and Shawnee Bikeway with the Township and County Engineer. Staff reviewed funding for bicycle racks with Dave Rosebrock of the Allen County Health Department and Rosann Christian of the Lima/Allen County Regional Transit Authority (LACRTA). Staff requested an update of the Ohio Transit Insurance Pool (OTIP) decision on sidewalks and LACRTA interest in pursuing support of same; staff requested recommended maintenance contract language. Staff reviewed the budget status of the Cole Street Sidewalk project with ODOT's Charles Schreck. Staff reviewed OTRIP and ODOT agreement on sidewalks with Dan Kaseman at ODOT. Staff sent transmittals to local government agencies and community stakeholders interested in the construction of sidewalks on both sides of SR 309 project. Personnel engaged in numerous conversations with Roy Baldrige, Bill Degen, Dave Rosebrock and Dan Kaseman regarding SR 309 sidewalk project. Staff reviewed the eligibility of entryway beautification projects with schools, Lima administrative officials and ODOT District One representatives. Staff reviewed other potential funding sources for local sidewalk projects including Community Development Block Grant (CDBG) funding, local Transportation Improvement Program (LTIP), and Issue 1 monies with ACEO Tim Piper. Agency personnel reviewed MPO/CMAQ funding eligibility issues with ODOT's Dave Moore as it pertained to the acquisition of new LACRTA buses and new service area expansions, Staff also researched and supported the use of federal Clean and Green monies and prepared supporting documentation and resolutions to amend the FY 2012-2015 TIP with the acquisition of additional Light Transit Vehicles (LTVs). Staff reviewed/revised LACRTA resolutions. Staff updated the FY 2012-2015, prepared a pdf, scanned supporting resolutions and both mailed and emailed all documents to ODOT for their perusal.

Transportation Planning - Surveillance

Staff assembled the list of upgraded roadway signs identified in the safety study for Shawnee Township and Ft. Shawnee pursuant to ODOT qualifications/specifications. Staff reviewed at-grade railroad crossing to be studied and request traffic counts needed. Staff identified statewide standard deviation into GIS functional classification crash rate data to determine hot spots and determine the segments where crash rates exceeded average ranges. Staff compiled crash data for pedestrian and bicycle crashes. Staff reviewed the Sustainable Highways Self Evaluation Tool provided by FHWA. Staff prepared for the Pioneering Healthier Communities conference by reviewing available materials in preparation of conference proceedings in Washington DC. Staff reviewed performance measures with LACCAs Jackie Fox. Staff reviewed website design and contents. Staff contacted Jed Metzger and Teri Stilone at the Lima Area Chamber of Commerce to discuss the 2020 Vision Plan and documentation. Staff reviewed the Trailmaster 1550 equipment for pedestrian and bicycle counting purposes. Staff reviewed agenda and meeting logistics of quarterly meetings of the Sustainability Committee to be held at the Agency offices. Staff researched bike racks and street furniture for the Allen County Health Department and the Regional Transit Authority. Staff reviewed crash rates on functional class roadways. Staff reviewed TRB publications related to transportation security. Staff reviewed performance indicators with

7. **STAFF REPORTS** (Continued)

b. **Planning Assistance** (Continued)

Jeff Sprague of the Allen Economic Development Group. Staff reviewed freight travel patterns. Staff facilitated a meeting with the Cartage & Freight Carriers Committee members. Staff collected truck data over the IR-75 corridor. Agency personnel worked to collect truck crash data and begin assembling data; worked to plot 2010 crash data in GIS in absence of TSASS data. Staff collected data and made charts and graphs of such related to truck crashes in 2008, 2009 and 2010. Agency personnel reviewed specific truck crash locations and truck crash rates. Concerns over truck crash data abnormalities were identified and reviewed with Dick Paddock of TSASS. Staff compiled and reviewed truck flow data and mapping processes with personnel of the Allen County Engineer's Office and ODOT District One. Staff reviewed wet weather crashes and reviewed possible drainage improvements on area roadways. Agency personnel worked with the administrator in the Village of Elida to document and assess crashes on the local street network. Staff reviewed crash data across communities and speed and delay studies. Staff reviewed TSASS delivery of crash data and mapping requirements. Staff reviewed LOS on functional classification system and at signalized Intersections. Staff conducted traffic counts at the following locations: Fraunfelter & Cotner; Cotner & Kemp; Spencerville between Kemp & Wapak; Spencerville between Wapak & Copus; Allentown & Copus; Acadia & Landeck; Fraunfelter S of Cotner; Copus S of Allentown; Ada W of Slabtown; Harding W of Cool; Harding W of Perry Chapel; Breese @ CSX; Buckeye @ CSX; Hume @ CSX; Fourth @ CSX; Main @ CSX; Fourth @ CSX; Main @ CSX; Wapak @ NS; Hume @ NS; Bowsher @ NS; Sellers @ NS; Breese @ NS; Beeler @ NS; Shawnee @ NS; Buckeye @ NS; Main @ NS; Main S of Fourth; Slabtown & Dixie; SR 115 & SR 65; Slabtown N of Dixie; Metcalf & Fourth; Hanthorn & St. Johns; Shawnee & Zurmehly; Zurmehly & Meadow; Phillips & Sugar Creek; Napoleon & Sugar Creek; Dixie & Napoleon; Lutz & Slabtown; Metcalf S of Fourth; Zurmehly W of Shawnee; Meadow S of Zurmehly; and, Ft. Amanda & Wonderlick. Staff completed turning movements at the following intersection locations: Elida & Fifth; and, Broadway & Fourth.

Long Range Transportation Planning

Staff utilized 2010 census data and 2005-2009 American Community Survey data to populate travel analysis zones (TAZ's) within the travel demand model. Staff reviewed intermodal connector applicability to General Dynamics Tank Plant facility. Staff reviewed progress on long range plan with Judy Gilbert of the Allen 2020 Plan Committee. Staff reviewed census compilations by race and income levels with MORPCs Nancy Reger. Staff reviewed education, income and race of ACS data. Staff reviewed CTPP data sets and new SF1 data. Staff conducted on-site land use analyses and documented roadway conditions in Marion Township with Trustees. Staff reviewed bicycle plan map matrix in Bluffton with ODOT's Heather Bowden. Staff requested variables from ODOT bikeway mapping files; exchanged emails with Kevin Haver over same issues including Defiance Trail bike route. Staff conducted land use reviews of SR 309, SR 66, Wapak, Good, Bliss, State, McBride, Cremean, Billymack and Lehman roads and prepared summary report. Staff contacted Allen County Auditor's Office regarding land appraisals. Staff reviewed Bicycle Plan components.

Specialized Transportation Program

Staff worked with local agencies and ODOT Office of Transit to review the disposition and reallocation of a paratransit vehicle previously operated by the Children's Developmental Center. Staff reviewed coordination efforts and potential grants with Erica Petrie and Russ Decker. Staff reviewed veterans call center proposal with Erica

7. **STAFF REPORTS** (Continued)

b. **Planning Assistance** (Continued)

Petrie at the Area Agency on Aging 3 and Josh Barhorst at the Allen County Veterans Commission.

Transit Planning

Supporting documentation was forwarded to the LACRTA to facilitate their Triennial review. Working with the LACRTA, agency personnel revisited transit vehicle requests to support CMAQ funding eligibility at 100% federal and drafted transmittal to ODOT requesting concurrence. Staff researched the historical productivity of UPLIFT passenger service. Staff completed mapping of routes and service areas by type. Staff reviewed/edited and finalized the Operational Profile and Management Plan contents. Appendices were finalized and an MOU signed between the LACRPC and LACRTA.

Motion 79 (08-25-11) EC

Kevin Cox made the motion to accept the Planning Assistance Report. Seconded by Dick Accountius; motion carried.

8. **OLD BUSINESS**

None.

9. **NEW BUSINESS**

Thomas Mazur requested a motion of Authorization to Approve the Updated 2011 Analysis of Impediments to Fair Housing Choice for Lima and Allen County, Ohio.

Motion 80 (08-25-11) EC

Chris Seddelmeyer made the motion to approve the Authorization to Approve the Updated 2011 Analysis of Impediments to Fair Housing Choice for Lima and Allen County, Ohio. Seconded by Dick Accountius; motion carried.

10. **ADJOURMENT**

Motion 81 (08-25-11) EC

Gregory Berquist made the motion that the meeting be adjourned. Seconded by Bruce Plumb; motion carried.

Submitted by:

Accepted by:

Signature/Secretary

Signature/RPC President

Date: _____

Date: _____