

EXECUTIVE COMMITTEE

December 15, 2011

There was a meeting of the **Executive Committee** of the Lima-Allen County Regional Planning Commission held on **Thursday, December 15, 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 – November 17, 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, Larry Vandemark brought the meeting to order and proceeded with the agenda (due to a scheduling conflict, Roy Hollenbacher was unable to attend).

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. Mitchell Kingsley	Village of Bluffton
Mr. Bruce Plumb	City of Lima
Mr. Dan Reiff	Allen County
Ms. Chris Seddelmeyer	Shawnee Township
Mr. Thomas Tebben	City of Lima
Mr. Larry Vandemark	American Township

STAFF

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

2. APPROVAL OF EC MINUTES – November 17, 2011

Motion 110 (12-15-11) EC

Howard Elstro made the motion that the EC minutes of November 17, 2011 be approved. Seconded by Kevin Cox; motion carried.

3. COMMUNICATIONS

a. District 13 Natural Resource Assistance Council Application Period Now Open

Thomas Mazur reported that staff received a press release from the District 13 Natural Resource Assistance Council (NRAC) announcing the release of new monies in Round 6-B of Clean Ohio Greenspace Conservation Funding. Howard Elstro reported that there was not another state allocation of funds but remnants of unspent funds from previous projects. The total amount of monies available comes to approximately \$1.6 million. If a political subdivision or a non-profit organization has a greenspace project that it is in need of funding, entities are encouraged to apply for NRAC monies. Howard Elstro reported that the monies will be distributed through District 13 which represents 8 counties. Applications will be accepted up till April 16, 2012 and the decisions will be made by the end of May 2012.

b. 2011 Specialized Transportation Program Award Notification

Thomas Mazur reported that staff received notification from the Ohio Department of Transportation (ODOT) that the Allen County Council on Aging (ACCOA) and Marimor Industries have both received approval for funding to support acquisition of a converted van under the 2011 Specialized Transportation Program (STP).

c. Accubilt

Thomas Mazur reported that Accubilt installed a new piece of equipment which triggered an Environmental Protection Agency (EPA) analysis for air quality.

d. Shared Services

Thomas Mazur presented a handout to the Committee and reported that staff received information pertaining to the Governor's Shared Services Initiative. The Initiative is a push by the Kasich Administration which has drawn the attention of the Ohio Association of Regional Councils (OARC). Thomas Mazur reported that an analysis was done and different agencies were asked where they purchased services and if they shared any services with other agencies. The agencies involved were also asked for cost saving ideas. Different groups have come together in an effort to reduce costs on energy, supplies, etc. The Educational Service Centers are a target of the shared services concepts. Thomas Mazur reported that the Metropolitan Planning Organizations (MPO's) have not yet been targeted but the Regional Councils have. Some of the items that may need to be reviewed are recycling efforts, fleet maintenance and insurance, purchasing, new technologies and health insurance. Thomas Mazur reported that this Initiative also highlighted the curtailing of tax incentives between political subdivisions. The Kasich Administration made a presentation at the Finance Directors meeting that Marlene Schumaker attended recently at OARC. The idea is to provide shared services more cooperatively and more cost efficiently. Marlene Schumaker reported that eventually the MPO's will be required to participate in shared services. The political subdivisions, MPO's, city and county agencies will become a part of a group and will "force" a vendor to give a product or service at the price the group is looking for. The finance directors did not believe that this policy would always work nor always be in the best interest of the group.

4. FINANCIAL REPORT

a. Budget Report

Marlene Schumaker reported that Committee members received the income and expenses report with their packets. The AAC did receive a notification requesting to move \$5,000 from Health Insurance to Unemployment; an explanation for the move was included with the notification. The income and expenses were in line for November.

Motion 111 (12-15-11) EC

Howard Elstro made the motion to approve the budget report. Seconded by Kevin Cox; motion carried.

b. Bills to be Approved

Marlene Schumaker reported that the Bills to be Approved were also included in the packets mailed. Due to it being December and close to the end of the year, four invoices were paid today. Those invoices were: Computer & Networking Technologies for \$132.50, CorpComm for \$207.50, Donnell McCarthy for \$453.59 and Julian and Grube, Inc. for \$3,000 which is for the first payment for the FY 2011 Audit.

Motion 112 (12-15-11) EC

Howard Elstro made the motion to approve the bills to be paid. Seconded by Kevin Cox; motion carried.

c. Payroll and OPERS

<u>Payroll</u>	<u>Amount</u>	<u>PERS</u>	<u>Medicare</u>	<u>Benefit</u>
11-16-11	\$14,288.50	\$2,000.39	\$207.18	
11-30-11	\$29,287.57	\$4,100.26	\$424.67	\$14,999.07

Motion 113 (12-15-11) EC

Howard Elstro made the motion to approve the payroll and OPERS. Seconded by Kevin Cox; motion carried.

5. STANDING COMMITTEES

a. Administrative Affairs Committee

Thomas Mazur reported that the AAC did not meet in December.

b. Community Development Committee

Mitchell Kingsley reported that the CDC met on Thursday, December 8, 2011. The Committee received a report on the Safe Community Update. There was not much activity in November but staff continues to target seat belt awareness, alcohol awareness and motorcycle safety awareness. Mitchell Kingsley reported that the Committee received a report on the Community Development Block Grant (CDBG) Program. The Committee received a report on the status of the 2010 Formula Program, the 2011 Formula Program, etc. The Committee received a report on the CDBG Public Involvement Process. Mitchell Kingsley reported that the Committee received a report on the Floodplain Workshop that was held the first part of December. A number of local political subdivision representatives attended the workshop to learn more about floodplain maps and the updating of the floodplain regulations. Mitchell Kingsley reported that the Committee received a report on the Final 2010 Crash Summary Reports. The Committee received a report on the 2040 Population Projections as well as the 2040 Development Projections. The projections are based on a straight line linear projection. The Committee also received a report on the Draft RTP Goals and Objectives.

5. **STANDING COMMITTEES** (Continued)

b. Community Development Committee (Continued)

Motion 114 (12-15-11) EC

Dick Accountius made the motion to accept the CDC report and all motions and recommendations be approved. Seconded by Dan Reiff; motion carried.

c. Developmental Controls Committee

Bruce Plumb reported that the DCC did not meet yet in December but will have a meeting on Tuesday, December 20, 2011.

d. Transportation Coordinating Committee

Larry Vandemark reported that the TCC met just prior to the EC meeting. The Committee approved 5 Transportation Improvement Program (TIP) Resolutions. The first resolution set the cap for PID 90185 Elm Street Project at \$181,500, the next resolution was to transfer \$411,500 of Congestion Mitigation Air Quality (CMAQ) funds from PID 90185 Elm Street Project to PID 82576 Lima City Signalization Project and transfer \$308,256 of Surface Transportation Program (STP) from PID 82576 Lima City Signalization to PID Elm Street and add an additional \$5,300 of CMAQ to PID 82576, the next resolution was to increase PID 88829 ALL/Han 30 by \$460,111, the next resolution was to add PID 91916 ALL/PUT 65 to the FY 2012-2015 TIP and the final resolution is to add PID 92471 Hook-Waltz Road to the FY 2012-2015 TIP. Larry Vandemark reported that the Committee adopted the report on the Draft CFE Railroad Crossing Safety Improvement Study which contained an analysis of 8 railroad grade crossings within the City of Lima as well as recommendations for each crossing. The Committee approved the Village of Elida Pavement Condition Rating Assessment as well as the Draft RTP Goals and Objectives. Larry Vandemark reported that the Committee approved the Final 2010 Crash Summary Reports. The Committee received the RTA report and RTA has ordered their replacement 35' Gillig bus and anticipates receiving the bus in early 2013.

Motion 115 (12-15-11) EC

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

6. **OTHER COMMITTEE REPORTS**

a. Citizens Accessibility Advisory Committee

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

b. Citizens Advisory Committee

Thomas Mazur reported that the CAC met on Thursday, Friday, December 9, 2011 with 18 in attendance. The Committee received a report on the 5 TIP amendments, an overview of the CDBG Program including the 2008 Neighborhood Stabilization Program (NSP) demolitions, the 2009 Housing Program, the 2010 Formula Program and an overview of the 2011 Formula Program; and, a report on the CDBG Public Involvement Process. The Committee is familiar with the Public Participation Plan for the Long Range Plan (LRP) and the TIP but the CDBG Public Involvement Process is adopted by the County Commissioners and administered by the LACRPC and the two are not similar. Thomas Mazur reported that the Committee received a report regarding the Floodplain Workshop, the Final 2010 Crash Summary Reports, the 2040 Population Projections, the 2040 Land Use Projections, the RTP Goals and Objectives, the Village of Elida Pavement Condition Rating Assessment and the Draft CFE Railroad Crossing Safety Improvement Study. Thomas Mazur reported that the Committee had questions

6. **OTHER COMMITTEE REPORTS** (Continued)

b. Citizens Advisory Committee (Continued)

pertaining to the intersection of Fourth Street and Main Street and the removal of the traffic light. The Committee members were asking if the traffic light would be put back up. Staff reported to the Committee that a warrant study as well as a crash assessment study was conducted at the intersection and the traffic light is not warranted. Thomas Mazur reported that the Committee members expressed an interest in whether a decision had been made pertaining to the Kibby/Bellefontaine intersection. Howard Elstro reported that a decision has not been made by ODOT at this time.

Motion 116 (12-15-11) EC

Bruce Plumb made the motion to accept the CAC report as corrected and all motions and recommendations be approved. Seconded by John MacDonell; motion carried.

7. **STAFF REPORTS**

a. Clearinghouse Reviews

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

b. Planning Assistance

Information Assistance

Agency personnel reviewed census data availability with Amy Harpster at the Lima Utilities Department. Planning Commission staff members provided census population data to Bath Township and Delphos City fire departments as well as personnel from the Ohio State University and the City of Lima schools. Staff reviewed census data requested by Jackie Fox of LACCA.

Safe Communities

Staff continued to work with Mothers Against Drunk Driving (MADD) & Students Against Destructive Decisions (SADD) to plan holiday season public awareness campaigns. Staff sent media release and attended the Thanksgiving traffic safety awareness event at Allen East. Staff worked with ODOT to provide traffic safety brochures to Allen East High School for the event. Staff sent impaired driving awareness digital billboard graphics to Lamar Outdoor Advertising for the Elida/Cable intersection. Staff worked with Putnam County Safe Communities grantee to plan and hold a Christmas traffic safety awareness campaign at Truro Cemetery on SR 12 on the Allen/Putnam county line. Staff gave seat belt presentations to a total of 28 students at Elida High School. Staff, ODOT, ODPS, and Safe Communities grantees met with Ridgemont High School to plan a traffic safety teachers forum to be held in March at Ohio Northern University. Staff prepared for, attended and did follow up for Partners' Breakfast meeting. Staff wrote monthly narrative report.

Regional Development

The Clean Ohio District 13 integrating committee met to review the status of existing projects, surplus project funding and the need to release non-expended funds as Round 6B. Staff reviewed natural, historic, cultural and archeological sites and the potential for property acquisition and park development with representatives of the City of Lima, Village of Elida, the Johnny Appleseed Metropolitan Park District, City of Delphos and the Ottawa River Coalition.

Farmland Preservation

An application to establish an Agricultural Easement pursuant to the Ohio Department of Agriculture's Office of Farmland Preservation was submitted and reviewed by Planning

7. **STAFF REPORTS** (Continued)

b. **Planning Assistance** (Continued)

Commission staff and others. Staff met with representatives of the Allen County Commissioners, the Bath Township Trustees, the West Central Land Conservancy and the Allen County Soil and Water District to evaluate the landowners request to donate the development rights of their land to the State of Ohio with monitoring responsibilities vested with the Van Wert County Soil & Water District. Concerns over the proximity of utilities, railroad access, existing industry and the inconsistency with the Bath Township Comprehensive Plan as well as local autonomy were raised. Staff acted as a mediator between the County/Township and the Office of Farmland Preservation. Staff also worked with representatives of the Allen County Commissioners, the Amanda Township Trustees, the West Central Land Conservancy and the Allen County Soil and Water District to develop an Agricultural Security Area in Amanda Township.

Community Development Block Grant (CDBG) Program

Staff facilitated the preparation and filing of program monitoring reports, resolutions, billings, scanning's, postings, contract addendums, invoicing, and legal notifications. Staff reviewed the availability of Formula Program monies with representatives of Bath Township and the villages of Elida and Spencerville. Staff requested the assistance of LACCA and WSOS regarding weatherization program data, completion reporting, HAC involvement and budgets. Staff reviewed CDBG Program impacts by year and program. Staff met with representatives of Senator Jim Jordan in an attempt to garner more information on the Weatherization Program managed by the HHWP Community Action Commission (Findlay, Ohio) and the inability to acquire housing condition data necessary to prepare the Analysis of Impediments to Fair Housing Choice.

Zoning Assistance

Planning Commission employees reviewed and updated zoning maps for the Village of Elida and Marion Township. Staff provided technical assistance to Auglaize, Bath, Sugar Creek and Shawnee townships as well as the Village of Elida.

Subdivision Regulations

Commission employees facilitated 23 requests for service including 22 telephone-based requests for service and 1 office visit. Staff processed 1 minor land division and 2 exempted land divisions including 1 land transfer. Staff reviewed performance bond postings for the Pondview Estates Subdivision in Shawnee Township, Woodberry Creek Estates Subdivision in American Township and Monticello Estates Subdivision in Shawnee Township. Staff forwarded concerns over the lack of progress and the pending expiration of such bonds to the offices of the Allen County Prosecutor, Auditor and Engineer. Staff reviewed and approved proposed re-plats in Glen Arbor East and the Locust Grove Addition in Shawnee Township.

Floodplain Management

Staff continues to provide floodplain and floodplain-related information to local land owners, developers, engineering consultants and local government officials. Staff continues to work with representatives of the Federal Emergency Management Agency(FEMA) and the Ohio Department of Natural Resources (ODNR) in refining the digital flood insurance rate maps. Staff conducted tabletop reviews to assess the limits of the floodplain and opportunities for development. Staff reviewed potential floodplain violations in American, Auglaize, Bath, Marion, Richland and Shawnee townships. No violations were filed and no permits were issued. Agency personnel reviewed site plans proposed in Amanda, Bath, Jackson, Perry and Richland Township for compliance with Allen County Floodplain Regulations. Staff facilitated a workshop detailing the

7. **STAFF REPORTS** (Continued)

b. **Planning Assistance** (Continued)

administration of local floodplain management regulations. Staff organized the workshop with staff of the Ohio Department of Natural Resources (ODNR). Staff subsequently met with the Village of Elida Planning Commission to review draft regulations.

Short Range Transportation Planning

Staff replied to concerns over transportation drainage problems raised by representatives of the Village of Elida. Discussions focused on need improvements, pending pavement projects, access management and land use; further discussions as to the integration of proposed/pending projects are expected. Staff responded to questions regarding the conditions for mandatory street lighting requirements with township and village officials. Staff researched the Ohio Revised Code (ORC), the Ohio Manual of Uniform Traffic Control Devices (OMUTCD) and the Ohio Traffic Engineers Manual related to such specifications. Staff researched motor vehicle crashes at specific locations where overhead street lighting is proposed for elimination by frequency, time of day, weather conditions, severity, average daily traffic volumes (ADT), and posted speed limits. Commission staff worked to coordinate the availability of the Distracted Driver Simulator and the scheduling of local public events with ODOT Central Office personnel. Staff worked to facilitate the delivery and installation of advisory signage between ODOT District, Shawnee Township and the Village of Ft. Shawnee stemming from the Advisory Curve Speed Study recommendations on Zurmehly Road completed by the Planning Commission. Agency personnel reviewed speed limit warrants and the journalization process with the American Township Police Chief and ODOT District personnel. Planning Commission staff reviewed a Federal Highway Administration (FHWA) transmittal regarding the safety advantages achieved after the installation of centerline and edge line rumble strips as a preventative measure to run off road crashes. Staff responded to an online FHWA Freight Survey. Staff continued to monitor releases from the National Association of Regional Councils (NARC) and American Metropolitan Planning Organization (AMPO) on Federal Surface Transportation Reauthorization legislation regarding Tier II MPOs. Agency employees reviewed the Hanthorn Road Speed Study previously completed with representatives of the Ohio Department of Transportation (ODOT) District One to ensure posting of the appropriate speed limits. Resolutions and actions were then coordinated between the County Engineer, the County Commissioners and Clerk, the Perry Township Trustees and the City of Lima. The resolutions will be forwarded to ODOT for concurrence once received from all parties. Staff reviewed the status of the Hanthorn Road Speed Study with FOX News. Staff met with representatives of the Eastside Neighborhood Association to discuss roadway safety issues in the Neighborhood, especially high hazard intersection locations and safety issues regarding bicyclists and pedestrians. Staff sought their support for participating in safety audits. Staff followed up to concerns raised by the Midway East Neighborhood Association and undertook a review of the Kibby & Prospect and Albert & Prospect intersections where no sight distance issues were identified. Summaries were forwarded to the Neighborhood Association and Lima City Engineer. Staff responded to queries from representatives of the Westgate Neighborhood Association regarding the development of a broader pedestrian plan and to discuss the condition of streets/sidewalks through the Crestwood Park Neighborhood. Agency personnel prepared for and met with representatives of the Transportation Coordinating Committee, the Transportation Advisory Committee and the Citizens Advisory Committee to review the projections for the long range regional transportation plan; land use projections for the long range regional transportation plan, and goals and objectives of the long range regional transportation plan. The committee structure also reviewed draft reports outlining the pavement condition ratings compiled within the Village of Elida

7. **STAFF REPORTS** (Continued)

b. **Planning Assistance** (Continued)

and a Railroad Grade Crossing Safety Improvement Study spanning 8 public at-grade crossings located along the Chicago, Fort Wayne and Eastern (CFE) Railroad located within the City of Lima. Staff ensured that the public participation plan components were addressed. Commission personnel finalized the mailing of the Agency's Winter Newsletter. All meeting notice dates, agendas, meeting minutes and cancellations were posted to the Agency website. Staff also posted all draft reports to the website and messages to the webmaster for any comments/complaints and/or requests for additional information. Staff monitored the number of hits to Agency websites by page. Based on such comments, the land use and regulatory controls section of the website was updated. Staff addressed and documented all media participation forms including newspaper articles and interviews. Staff updated its Agency Orientation PowerPoint. Staff attended a meeting of the Ohio Association of Regional Councils in Columbus, Ohio. Staff attended a meeting of ODOTS ODMUTG regarding new model updates in Columbus, Ohio. Staff members participated in two webinars sponsored by the US Census Bureau targeting "Map Data Tools" and The American Association of Public Data Users targeting "Housing Consumption" respectively. Staff accommodated a request from ODOT Central Office to discuss traffic counting programming equipment and staffing with its sister MPO in Cleveland, Ohio. The Northeast Ohio Areawide Coordinating Agency (NOACA) is the MPO for Cuyahoga, Geauga, Lake, Lorain and Medina Counties and has not collected traffic counts previously but relied on local political subdivisions to supply same. FHWA has frowned on the lack of local traffic data collection activities and has requested compliance from all MPOs regardless of size.

Transportation Improvement Program (TIP)

Staff worked successfully with representatives of the City of Lima, the Allen County Engineer, ODOT Central Office and District personnel to coordinate a number of fiscal and temporal modifications to the current FY 2012-2015 Transportation Improvement Program (TIP). A new bridge project (PID 92471) located on Hook Waltz Road was added to the TIP in FY 2013 for \$1.45 million. A new project (PID 91916) required the addition of some \$1,099,000 in state funding during FY 2013 to address a resurfacing project on SR 65 in Allen and Putnam counties. The US 30 Resurfacing project (PID 88829) located in both Hancock and Allen counties was increased an additional \$460,111 for a total project cost of \$1,010,111 based on new project cost estimates. New estimates for the Elm Street Project (PID 90185) in the City of Lima prompted the Planning Commission to cap its financial commitment of CMAQ monies to the project at \$181,500. The last amendment was required to address funding eligibility limitations by source of funding and cost estimates affecting available funding balances as well as to minimize the amount of local funds necessary to complete the Lima Signalization (PID 82576) and Elm Street (PID 90185) projects. Staff worked to establish specific CMAQ eligibility determinations with ODOT/FHWA and subsequently: (1) transferred \$411,500 of CMAQ monies allocated to the Elm Street Project to the Lima Signalization Project; (2) transferred \$308,256 of STP funds from the Lima Signalization Project to the Elm Street Project; and, (3) added an additional \$5,300 of CMAQ monies to the Lima Signalization Project. Upon approval staff subsequently modified the current TIP tables and forwarded the signed resolutions to ODOT Central Office. Agency personnel want to thank all parties involved - especially ODOT Central Office in promptly responding to data requests and facilitating this process in such a timely manner.

Transportation Planning - Surveillance

The at-grade crossings of the Chicago Ft. Wayne & Eastern Railroad were reviewed within the City of Lima between Baxter and Pine streets to determine deficiencies at

7. **STAFF REPORTS** (Continued)

b. **Planning Assistance** (Continued)

such locations, based on the requirements of the OMUTCD, and to make recommendations for warranted improvement. Data reflecting ADT, travel speeds, crashes, active and passive control devices, signage, pavement markings, pavement condition and sight distance at the crossings were documented. The report was forwarded to ODOT Central Office Rail Safety Managers for their review and concurrence. The Planning Commission completed the documentation and disaggregation of 2010 crash records data in order to: assess overall characteristics of motor vehicle incidents which occur in Allen County; define high crash locations; establish programming priorities for improvements at specific locations; provide a basis for major improvements that offer effective incident reduction/prevention; identify specific time periods for selective law enforcement surveillance; identify certain incidents which might be prevented through public education measures; and, provide a benchmark for assessing the success or failure of previous roadway improvements, as well as the community's traffic safety. The crash summary reports reflect 3,602 crash records and 8,328 persons. Crash reports were prepared for 12 political subdivisions. Traffic count data was assembled and verified against previous count location data to ensure data reasonableness. Traffic count maps reflecting 2011 average daily traffic counts were prepared in a GIS format for Allen County and the City of Lima as well as all political subdivisions. Local engineering interests were forwarded CDs of the most recent traffic counts. As the HI-Star traffic counting equipment is no longer being supported by its manufacturer, staff continues the process of researching other vendors and other technologies. Pneumatic tube counters once eliminated by the Planning Commission as slow, dangerous and dirty remain one of the few cost sensitive options. The pending receipt of some 20 pneumatic traffic counters from ODOT emphasizes the point. Staff, however, continues to examine other technologies that could provide more utility value with the same dependant reliability; cost reasonableness remains the issue. Based on a request from the Village of Elida staff completed a draft study of the pavement condition ratings within the Village. The report reflects an approved ODOT methodology and utilizes ODOT forms. The findings were presented to the Village of Elida Administrator and Roadway Superintendent and forwarded to ODOT Central Office and ODOT District personnel for concurrence. Staff documented mid-block traffic at the following locations: Cable N of Spencerville; Shawnee S of Spencerville; Cable S of Cable Court; Cable Court E of Cable; Elm E of West; West N of Elm; Wayne W of Central; Union N of Elm; and, Pine N of Elm. Staff reviewed and analyzed existing website applications for water and air quality indicators. Staff is working to support the local chamber "Green Tie" event with interactive software. Applications examining motor vehicles, active transportation options, and energy efficiency targeting home/business are being assessed as to their overall ability to motivate and support individual behavioral changes based on data driven decisions using financial, environmental and health based measures. Specific service providers with the ability to imbed or link software were identified to address energy cost savings, air quality emissions, carbon footprints, and caloric expenditures. Agency personnel continue to research and compile performance measures and benchmarks against national/state goals and objectives expected to be used to guide the 2040 regional transportation plan. Some highway measures including highway safety have been identified and are now live on the Agency website. These measures tagged to 2010 baseline conditions are being updated to reflect 2011 performance as data becomes available. Staff reviewed baseline transit indicators with ODOT Central Office personnel and has also posted several live indicators. Freight performance measures are being questioned as are climate change indicators. Staff documented freight facility locations and land use conflicts, concerns and restraints to independent trucking activities with Lima officials and ODOT Central Office personnel.

7. **STAFF REPORTS** (Continued)

b. **Planning Assistance** (Continued)

Long Range Transportation Planning

Staff continues its attempts to document and analyze land use and population change using the 2010 census, the 2005-2009 American Community Survey, Allen County Property Database, and other ancillary secondary sources of information. Staff initiated efforts to document 2000 and 2010 population and housing units by Traffic Analysis Zone. Staff has targeted Amanda Township, Jackson Township, Richland Township, Shawnee Township, the Village of Bluffton, the Village of Elida, the Village of Ft. Shawnee and the Village of Lafayette. Land use, housing, utilities, employment, traffic, traffic crashes, and roadway system performance have been identified through 2010. Projections to 2040 for land use by type have been completed at the county level based on straight line linear regressions and are being disaggregated by political subdivision based on the planned presence of utilities, zoning and environmental constraints. Population projections through 2040 have been held to an ODOT imposed cap for the County's future population. To satisfy the disaggregation of the 2040 population over the 20 different political subdivisions staff used historical demographic patterns, constant proportions and non-linear regression analyses. Staff reviewed development plans for the Bluffton and Allen County airports. Mapping and determinations of available infrastructure and services at the various general aviation airports and regional airports ensued as did the mapping of pilots and registered planes. Staff reviewed travel time modeling and depiction with ODOT Central Office personnel. Staff continued to review and document constraints in the pedestrian and bicycle system components. Staff reviewed walkability and bikeability issues. Staff compiled a historical map of bicycle and pedestrian crashes at the county level and began a comparative analysis of such crashes between communities by type. Based on an undocumented suspicion of an overrepresentation of such crashes in the community staff began compiling a strategy to develop a greater degree of public awareness and possible channels for community outreach. Staff reviewed fiscal forecasting spreadsheet to establish fiscal constraints of the 2040 Transportation Plan. Staff began drafting goals and objectives of the 2040 Transportation Plan and forwarded same to ODOT Central Office personnel for concurrence of approach.

Transit Planning

Staff participated in various conversations with Transit Authority personnel regarding needed capital rolling stock and security equipment. Staff supported amendments to the various capital improvement schedules and initiated updates to the current State and MPO TIPs and Transit Development Plan based on available funding. Staff made modifications to, printed and delivered the Transit Authority's route booklet for distribution.

Motion 117 (12-15-11) EC

Bruce Plumb made the motion to accept the Planning Assistance Report. Seconded by Mitchell Kingsley; motion carried.

8. **OLD BUSINESS**

None.

9. **NEW BUSINESS**

None.

10. ADJOURNMENT

Motion 118 (12-15-11) EC

John MacDonell 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:_____