



Lima/Allen County REGIONAL PLANNING COMMISSION

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Shane A. Coleman
Executive Director

TO: CITIZENS ADVISORY COMMITTEE
FROM: Shane A. Coleman, Executive Director
Lima-Allen County Regional Planning Commission

DATE: April 13, 2021

RE: CAC Meeting

There will be a meeting of the **Citizens Advisory Committee** of the Lima-Allen County Regional Planning Commission on **Tuesday, April 20, 2021** at **10:00 a.m.** via ZOOM in the Conference Room of the Commission office located at 130 W. North Street, Lima, Ohio.

The agenda will be as follows:

1. Roll Call
2. DRAFT Transit Development Plan
 - a. <https://www.lacrpc.com/wp-content/uploads/2021/04/FinalDraft.pdf>
3. TIP Updates
 - a. Resolution for Village of Bluffton
 - i. <https://www.lacrpc.com/wp-content/uploads/2021/04/bluffton-resolution-1.pdf>
 - b. Resolution for City of Delphos
 - i. <https://www.lacrpc.com/wp-content/uploads/2021/04/delphos-resolution.pdf>
4. FINAL Title VI Plan
 - a. <https://www.lacrpc.com/wp-content/uploads/2021/01/Title-VI-Plan-Update-2021.pdf>
5. FINAL Public Participation Plan
 - a. <https://www.lacrpc.com/wp-content/uploads/2021/04/PPP-2021.pdf>
 - b. Policy Statement Supporting Adoption of Plan
 - i. <https://www.lacrpc.com/wp-content/uploads/2021/04/policy-statement-of-support-web.pdf>
6. Annual Report
 - a. <https://www.lacrpc.com/7834-2/>
7. Discussion of Bike/Ped
 - a. <https://www.lacrpc.com/wp-content/uploads/2021/04/complete-BikePed-roadmap.pdf>
8. Other
9. Adjournment

To comply with Ohio Director of Health guidelines and orders limiting/prohibiting group gatherings of more than 10 persons, no in-person attendance at LACRPC meetings by the public will be available. The public can view committee meetings via the LACRPC Facebook page at <https://www.facebook.com/Lima-Allen-County-Regional-Planning-Commission-114563720277180/>. Anyone wanting to exercise Privilege-of-the-Floor, for a committee meeting, must contact the LACRPC at 419-228-1836. Meeting agendas/minutes are published on the LACRPC website; click on the "Committees" tab on the left for more meeting information.

NOTE: PLEASE CALL THE LACRPC WHETHER OR NOT YOU PLAN TO ATTEND.

CITIZENS ADVISORY COMMITTEE

April 20, 2021

There was a meeting of the Citizens Advisory Committee of the Lima-Allen County Regional Planning Commission on **Tuesday, April 20, 2021**, at 10:00 a.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. DRAFT Transit Development Plan
3. TIP Updates
 - a. Resolution for Village of Bluffton
 - b. Resolution for City of Delphos
4. FINAL Title VI Plan
5. FINAL Public Participation Plan
6. Annual Report
7. Discussion of Bike/Ped
8. Other
9. Adjournment

A quorum being present via teleconference, Shane Coleman brought the meeting to order and proceeded with the agenda (the meeting is also being broadcast via Facebook Live).

1. **ROLL CALL**

Mr. Mark Bishop	Shawnee Township
Mr. Tyler Black	JAMPD
Ms. Alice Curth	Delphos Senior Citizens
Mr. Matt Graff	West Central Ohio Land Conservancy
Ms. Casey Heilman	Allen Soil & Water Conservation District
Mr. Michael Hensley	Allen County Council on Aging
Mr. Patrick Maloney	Legal Aid
Mr. Charles Schreck	Ohio Department of Transportation District 1

STAFF

Mr. Shane Coleman	Lima-Allen County Regional Planning Commission
Ms. Marlene Schumaker	Lima-Allen County Regional Planning Commission

2. **DRAFT TRANSIT DEVELOPMENT PLAN**

Marlene Schumaker reported the Committee should have received a link to the DRAFT Transit Development Plan (TDP). The document contains an Executive Summary and then Section I includes an Introduction which contains the Rationale, Objective and Overview of the document. Section II contains numerous tables and maps which are a visual version of the document. Pages 2-4 through 2-14 reveal the demographics of the county. Table 2-4 located on page 2-14 presents the Demographic Summary of Census Tracts within the Study Area. Marlene Schumaker reported that when the Allen County Regional Transit Authority (ACRTA) is looking to place a route, RTA looks at employers, social service agencies, the number of persons that considered poverty, minority, do not have access to transportation (transportationally disadvantaged), lack a driver's license, do not own a vehicle, etc. The maps within Section II represent the populations previously described.

2. DRAFT TRANSIT DEVELOPMENT PLAN (Continued)

Marlene Schumaker reported Section III contains an actual breakdown of what happens within the actual services provided. Tables 3-5 through 3-7 located on page 3-10 reviews RTA's Actual Revenue Expenses for 2020, Revenue Projections and Expense Projections. When one compares Table 3-6 to Table 3-5, one can see that there was more revenue than expenses which has not occurred for some time. One of the reasons was due to the passage of the levy for RTA as well as receipt of CARES funds. Table 3-6 reveals that RTA anticipates the CARES funds for the next 2 years (2021-2022). Once the CARES funds are depleted, RTA's funding would go back to what it was before the CARES funds. Marlene Schumaker stated that the receipt of the CARES funds will allow RTA to carry over some of their levy funds which will help RTA over the next several years. Table 3-7 reveals RTA's Operating Expenses and does not include any new vehicles RTA might require. Currently, RTA has enough vehicles within their useful life to get them through the next few years. RTA has been applying for federal monies at 100%, no local match required, for the past several years. RTA can apply for these funds 1-2 times per year. Marlene Schumaker reported that RTA attempts to transport 1 passenger for every mile traveled which is checked for service effectiveness. In 2020, RTA was not very effective at meeting this goal. RTA was at .49% instead of coming in at 1% or above. The reason that these numbers were so low was due to COVID-19. RTA was running but for a few months, most places were closed; and then when places began to reopen, many did not accept customers. RTA's cost per mile was fairly good in 2020. Marlene Schumaker reported that RTA's Demand Response service costs were higher than in the past, again due to COVID-19 and transporting fewer passengers. Marlene Schumaker reported that Section IV contains RTA's goals, objectives and performance measures which the Agency will work to meet over the next five years. These goals and objectives that RTA places in the TDP represent what RTA looks to achieve and must be in the document in order to apply for funds for any projects. The list of the main goals and objectives is located at the bottom of page 4-1. Matt Graff asked how the target of 1 passenger per mile was determined. Marlene Schumaker replied that the state determined the target several years ago for all of the transit systems in Ohio. Some of the larger transit systems in Columbus, Cleveland, Toledo, etc. have a difficult time meeting this target on their fixed route systems. These transit systems have difficulty meeting the target mainly due to the number of routes they run.

3. TIP UPDATES

Shane Coleman reported that there are two resolutions going through the internal committee structure for the Village of Bluffton and the City of Delphos.

a. Resolution for Village of Bluffton

Shane Coleman reported that the first resolution represents a request from the Village of Bluffton to add \$85,000 in Congestion Mitigation Air Quality (CMAQ) funds to the Bluffton Shares Use Path (PID 111220) in FY 2023. Currently, the MPO has funds programmed for the project which was approved late last summer or early fall. Shane Coleman stated that in reviewing the funding for the project and the request for additional funds, the Lima-Allen County Regional Planning Commission (LACRPC) determined to go through the internal committee structure for formal approval and cap the funds for the project at \$300,000.

b. Resolution for City of Delphos

Shane Coleman reported the next resolution represents a project for the City of Delphos on FY 2023. The city was awarded a Safe Routes to Schools (SR2S) grant. The SR2S

3. TIP UPDATES (Continued)

b. Resolution for City of Delphos (Continued)

funds will be used for projects around Franklin Elementary and Jefferson Middle School. The City of Delphos has requested \$48,000 in CMAQ funds. Shane Coleman stated that in reviewing the funding for the project and the request for additional funds, the RPC determined to go through the internal committee structure for formal approval and cap the funds for the project at \$48,000.

4. FINAL TITLE VI PLAN

Shane Coleman reported that staff has been working to update this document for the past several months. The document has gone through the internal committee structure twice. The final document will be presented to the internal committee structure for final approval the rest of this week. Shane Coleman reported that staff has included recommendations from the Ohio Department of Transportation (ODOT). The document contains all pertinent information pertaining to Title VI.

5. FINAL PUBLIC PARTICIPATION PLAN

Shane Coleman reported that staff began reviewing the document back in the fall when Evelyn Smith was still at the RPC. Evelyn Smith as well as other staff members spent quite a bit of time working on documenting the Public Participation Plan (PPP) requirements of the Agency. Evelyn Smith reviewed the original PPP document and made corrections, changes, deletions, etc. as staff considered an updated PPP Policy. Shane Coleman stated that the updated PPP is somewhat condensed from the previous document. The updated PPP does meet the requirements that the RPC is mandated to follow. At the end of the former PPP, there were a number of tasks mandated with sub-tasks also mandated that required documentation. The RPC and its staff have always believed in transparency and communication and it was determined if these requirements could be achieved with 5 tasks instead of 12, then why have 12 tasks. Shane Coleman reported the Final PPP is going through the internal committee structure for approval and will be submitted to ODOT for their final review and comment.

6. ANNUAL REPORT

Shane Coleman reported that Committee members were provided a link to the document on the RPC website. The Annual Report reviews work completed by then RPC in FY 2020. Mark Bishop stated that he thought the Annual Report looked very professional and well done.

7. DISCUSSION OF BIKE/PED

Shane Coleman reported that staff has been working with the Bike/Ped Task Force, Johnny Appleseed Metropolitan Park District (JAMPD), City of Lima, etc. to update the bike and pedestrian map brochure. The brochure is going through the internal committee structure this week and will be presented the Bike/Ped Task Force next month. Staff anticipates the brochure to be available to the public in late May. Shane Coleman stated that once the brochure has been approved, staff will email all of the committees a link to the brochure. Shane Coleman reported that staff sent out an email stating that the bike and pedestrian counts begin in May along with a link for those interested to sign up to take bike/ped counts. The count dates are May 10 through May 16.

8. OTHER

a. City of Lima Comprehensive Plan

Shane Coleman reported staff has been working with the City of Lima on its Comprehensive Plan. Staff is working as quickly as possible on the Plan but much of the Plan is related to Census data. Staff has been hearing that the Census data will be released sometime between September and December. Shane Coleman stated that at the Mayor's Press Conference last week, it was revealed that there is a survey that is available for the general public to take and the survey data will be used to complete the Plan. Staff asks that the members of the Committee take the survey which is very quick.

b. Development Survey

Shane Coleman reported that staff is working to develop a development survey which is a way to gauge the county's subdivision, floodplain, and zoning regulations. Staff is looking at different perspectives from township trustees, zoning officials, county employees, the general public, attorneys, bankers, etc. Staff would like some feedback about the process, regulations and why various people and groups feel that the regulations stifle development growth in Allen County. The survey will be posted to the RPC website and a link will be emailed to all the committees' members.

9. ADJOURNMENT

The meeting adjourned at approximately 10:30 AM.