

EXECUTIVE COMMITTEE

August 17, 2023

The **Executive Committee** of the Lima/Allen County Regional Planning Commission met on **Thursday, August 17, 2023, at 4:00 p.m.** in the Commission office located at 130 West North Street, Lima, Ohio.

A quorum being present, Beth Seibert brought the meeting to order at 4:00 p.m. and proceeded with the agenda.

1. **ROLL CALL**

Mr. Howard Elstro	City of Lima
Mr. Mitch Kingsley	Village of Bluffton
Mr. Brion Rhodes	Allen County
Ms. Beth Seibert	Allen County
Mr. Paul Basinger	American Township
Mr. Doug Post	Amanda Township
Mr. Tom Tebben, virtual	City of Lima

STAFF

Ms. Tara Reynolds Bales	Lima/Allen County Regional Planning Commission
Ms. Marlene Schumaker	Lima/Allen County Regional Planning Commission
Ms. Shaunna Basinger	Lima/Allen County Regional Planning Commission
Mr. Cody Doyle	Lima/Allen County Regional Planning Commission

2. **COMMITTEE MEMBERSHIP**

Ms. Seibert requested permission to amend the agenda as presented to add an item for committee membership change. Hearing no opposition to amending the agenda, Ms. Seibert presented the next order of business stating that Larry Vandemark of American Township will be leaving trustee office at the end of this calendar year and recognizes his low involvement with LACRPC as of late. Shortly after speaking with Mr. Vandemark, Ms. Seibert had a conversation with Mr. Paul Basinger regarding his committee membership within LACRPC and his interest in serving on the Executive Committee. With that, Ms. Seibert suggested removing Larry Vandemark from the Executive Committee and appointing Mr. Basinger to the vacant seat.

Motion 62 (8-17-2023) EC

Doug Post motioned to remove Larry Vandemark from the Executive Committee and appoint Paul Basinger to the vacant seat. Seconded by Howard Elstro, the motion carried.

3. **APPROVAL OF EC MINUTES – July 27, 2023**

Motion 63 (8-17-2023) EC

Doug Post motioned that the Executive Committee minutes of July 27, 2023, be approved. Seconded by Brion Rhodes, the motion carried.

4. **COMMUNICATIONS**

Ms. Reynolds Bales communicated that AEDG has reached out to LACRPC about doing a Regional CEDS (Comprehensive Economic Development Strategy). This comprehensive plan would cover a region of 5 counties (Allen, Hancock, Vanwert, Putnam, and Hardin). Mr. Stratton has worked to get representatives from these counties and is suggesting that LACRPC carry out the work. It is estimated it will cost \$100,000 to complete this work, involve about 4 staff people, and would take about a year to complete. 50% of this cost would be covered by a grant from the Economic Development

Administration (EDA) and the other 50% will be covered by the counties which would require a financial agreement including how to determine invoicing and each county's responsible part. The development of this Regional CEDS would allow for the creation of an Economic Development District which brings new funding opportunities for the region. Ms. Reynolds Bales wanted to bring this opportunity to the board before exploring it further because it would mean completing work outside the county.

Mr. Elstro asked if any of the proposed counties overlapped with the RTPO. Ms. Reynolds Bales answered yes, all are included in the RTPO. Mr. Elstro also questioned if this office has ever utilized an EDA grant. Staff responded that while the agency has in the past, no current staff were involved. It was shared that EDA grants are more complicated than working with ODOT, etc. Mr. Elstro inquired further about the work being completed by Mr. Stratton with the various counties and stressed the importance of keeping AEDG's involvement consistent to ensure the burden of work does not fall to rest on LACRPC alone. Ms. Reynolds Bales stated that those conversations are being had and that Jeff Sprague of Regional Growth Partnership (RPG) is also being involved in this project to share in the facilitation of work between counties.

Motion 64 (8-17-23) EC

Howard Elstro motioned to allow staff to further pursue a Regional CEDS. Seconded by Brion Rhodes, the motion carried.

5. FINANCIAL REPORT

Ms. Schumaker shared the same information previously shared today with the TCC: At the end of July, LACRPC had \$40,000 in the black- without the loan of 100,000 from the county. ODOT is allowing this agency to back bill through July 2022. Mr. Elstro asked for clarification on the status of the loan from the county. Ms. Schumaker stated that it is not repaid but hopes repayment will take place by the first part of September. Ms. Schumaker also stated that in total, with the monies received from ODOT for 2024, LACRPC has access to pull down funds amounting to approx. \$700,000. Ms. Schumaker went on to state that if the agency were to spend that level of federal and state funds in one year, it would increase the intensity and cost of the audit. This is to be expected as it is standard in audit and such allowance has been made in the budget.

Ms. Schumaker went on to present the July financials and invoices. Committee members asked what the Shonebarger, Beale, Miller & Assoc. invoice was to which Ms. Schumaker responded that it was the accounting firm she was being contracted through. Ms. Schumaker also reviewed reintroduction of the procedure to have executive committee members review the full bills, receipts, and checks report and sign off monthly.

Motion 65 (8-17-23) EC

Doug Post made the motion that the financial report be accepted and authorized payment of the bills, payroll, and OPERS. Seconded by Brion Rhodes, the motion carried.

6. STANDING COMMITTEES

a. Administrative Affairs Committee

Mr. Tebben reported that the AAC will be meeting on August 23rd. Ms. Reynolds Bales shared that we have received ten resumes for the position of Finance Director, conducted five interviews, and have a final two interviews scheduled for Friday, August 18th. Ms. Reynolds Bales shared her confidence in finding a qualified candidate for the two interviews tomorrow. A discussion was held on whether the EC would like to give final approval to the candidate chosen by Ms. Reynolds Bales

and the interviewing committee. It was found Ms. Reynolds Bales with the consensus of the AAC hiring committee may decide without a final pass through the EC.

Motion 66 (8-17-23) EC

Howard Elstro made the motion to approve the AAC report. Seconded by Brion Rhodes, the motion carried.

b. Community Development Committee

The CDC did not meet in August.

c. Developmental Controls Committee

DCC report deferred till September.

d. Transportation Coordinating Committee

Mr. Post reported that the TCC met on August 17th, received an update on the RTA, and passed 3 resolutions regarding and approving the LRTP, as well as a resolution and approval for the 2024 UPWP and 2023 UPWP Completion Report

Motion 67 (8-17-23) EC

Mitch Kingsley made the motion to approve the TCC report. Seconded by Howard Elstro, the motion carried.

7. OTHER COMMITTEE REPORTS

a. CAC Committee

Ms. Basinger reported that the CAC will not meet in August.

b. TAC Committee

Ms. Basinger reported that the TAC will not meet in August.

8. STAFF PLANNING ASSISTANCE REPORT: July 2023

Per Chairperson Beth Seibert, and for the sake of time today, the Staff Planning Assistance Report for July 2023 is tabled until September.

9. OLD BUSINESS

10. NEW BUSINESS

11. ADJOURNMENT

Motion 68 (8-17-23) EC

Doug Post made the motion that the meeting be adjourned. Seconded by Howard Elstro, the motion carried.

The meeting adjourned at 4:40 p.m.

Submitted by:

Accepted by:

Signature/Secretary

Signature/RPC President

Date: _____

Date: _____