



Lima/Allen County  
**REGIONAL PLANNING  
COMMISSION**

130 W. North Street  
Lima, OH 45801  
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Beth Seibert  
President

Doug Post  
President-Elect

Jerry Gilden  
Treasurer

Brion Rhodes  
Secretary

Tara Reynolds Bales  
Executive Director

TO: EXECUTIVE COMMITTEE  
Kevin Cox                      Howard Elstro                      Steve Ewing  
Jerry Gilden                      Mitch Kingsley                      Jamie Mehaffie  
Doug Post                      Brion Rhodes                      Chuck Schierloh  
Sean Chapman                      Paul Basinger

FROM: Beth Seibert, Chair

DATE: January 19, 2024

RE: EC Meeting

There will be a meeting of the **Executive Committee** of the Lima-Allen County Regional Planning Commission held on **Thursday, January 25, 2023 at 4:00 p.m.** at the Commission office located at 130 W. North Street, Lima, Ohio.

The agenda will be as follows:

1. Roll Call
2. Approval of EC minutes – December 21, 2023
3. Correspondence
  - a. Ohio Department of Development notice of submission deadline for Analysis of Impediments to Fair Housing Choice.
4. Financial Report
  - a. Budget Revenue
  - b. Budget Expenses
  - c. Bills to be Approved, 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. Director's Report - Staff Planning Report
8. Old Business
9. New Business
  - a. Eastern Engineering Contract Approval
10. Adjournment

**Meeting agendas/minutes are published on the LACRPC website; click on the "Committees" tab on the left for more information. Any questions, please feel free to contact the Commission Office at 419-228-1836.**

**NOTE: IN ORDER TO ENSURE A QUORUM PLEASE RESPOND TO THIS NOTICE WITH WHETHER OR NOT YOU PLAN TO ATTEND. THANK YOU!**

**January 25, 2024**

**EXECUTIVE COMMITTEE**

**January 25, 2024**

The **Executive Committee** of the Lima-Allen County Regional Planning Commission met on **Thursday, January 25, 2024, 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**

Jerry Gilden	Marion Township
Doug Post	Amanda Township
Brion Rhodes	Allen County Engineer's Office
Beth Seibert	Allen County Commissioner
Howard Elstro, virtual	City of Lima
Jamie Mehaffie	City of Delphos
Chuck Schierloh	City of Lima
Kevin Cox	Perry Township

**STAFF**

Tara Reynolds Bales	Lima-Allen County Regional Planning Commission
Rebecca Phillips	Lima-Allen County Regional Planning Commission
Shaunna Basinger	Lima-Allen County Regional Planning Commission

**2. APPROVAL OF EC MINUTES – December 21, 2023**

**Motion 01 (1-25-24) EC**

Mr. Rhodes moved that the Executive Committee minutes of December 21, 2023, be approved. Seconded by Mr. Post, the motion carried.

**3. CORRESPONDENCE**

Ms. Reynolds Bales reported a notice of submission deadline for the Analysis of Impediments to Fair Housing Choice has been received. The report was last updated in 2019 and is required for the CDBG grant and goes to support other agencies in Allen County. The document is written and submitted on behalf of the County, the City of Lima, and the City of Delphos.

**4. FINANCIAL REPORT**

Ms. Phillips provided the budget revenue and budget expense reports noting that nearly all 2023 membership dues had been collected.

**Motion 02 (1-25-24) EC**

Mr. Rhodes made the motion to approve the budget revenue, budget expense reports, and payment of the bills, payroll, and OPERS as presented. Seconded by Mr. Post, the motion carried.

**5. STANDING COMMITTEES**

a. Administrative Affairs Committee

Mr. Rhodes reported that the AAC met on January 24, 2024, accepted proposed changes to an administrative assistant job description, approved the job postings for both an administrative assistant and associate planner, as well as the internal promotion of the RTPO Manager.

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**Motion 03 (1-25-24) EC**

Mr. Cox made the motion to approve the AAC report. Seconded by Mr. Post, the motion carried.

b. Community Development Committee

Ms. Basinger reported that the CDC met on January 18, 2024, receiving an RTA update, information on the recent Ohio Senate Select Housing Committee Hearing in Lima on December 11<sup>th</sup>, the Lead Safety Grant recently awarded to Allen County, Cost of Living Index, and Allen County’s CDBG. The April meeting will include a presentation on the City of Lima Aquatic Center and in July will plan to focus on an Allen County Land Bank presentation.

**Motion 04 (1-25-24) EC**

Mr. Post made the motion to accept the CDC report. Seconded by Mr. Cox, the motion carried.

c. Developmental Controls Committee

Mr. Schierloh reported that the DCC has not met.

d. Transportation Coordinating Committee

Mr. Post reported that the TCC met on January 25, 2024. They received an update from the RTA, the upcoming Access Management Regulations updates, the soon-to-be-completed DRAFT Bluffton ADA Transition Plan, an update on the Breese & Shawnee Roads Project, and the Harrod Streetscape Project. Mr. Rhodes reported that he plans to meet with several townships about roads listed in the Access Management Plan.

**Motion 05 (1-25-24) EC**

Mr. Cox made the motion to accept the TCC report. Seconded by Mr. Mehaffie, the motion carried.

**6. OTHER COMMITTEE REPORTS**

a. CAC Committee

Ms. Basinger reported that the CAC met on January 23, 2024. They received an update from the RTA, the upcoming Access Management Regulations updates, the soon-to-be-completed DRAFT Bluffton ADA Transition Plan, and an update on the Breese & Shawnee Roads Project.

b. TAC Committee

Mr. Mehaffie reported that the TAC met on January 23, 2024. They received an update from the RTA, the upcoming Access Management Regulations updates, the soon-to-be-completed DRAFT Bluffton ADA Transition Plan, and an update on the Breese & Shawnee Roads Project, and the Harrod Streetscape Project.

**Motion 06 (1-25-24) EC**

Mr. Gilden made the motion to accept the CAC and TAC reports. Seconded by Mr. Post, the motion carried.

**7. DIRECTOR’S REPORT- STAFF REPORT: December 2023**

Ms. Reynolds Bales reported on LACRPC work highlighting Township Zoning Regs updates, Mr. Haunhorst coordinating Floodplain training, and the creation of a Land Division Checklist. Mr. Gilden suggested the creation of a flow chart regarding zoning changes and appeals. Ms. Reynolds Bales also

**January 25, 2024**

reported on interest expressed by Townships at the recent Township Association meeting for training on zoning issues.

**Motion 07 (1-25-24) EC**

Mr. Post made the motion to accept the Director’s Report. Seconded by Mr. Rhodes, the motion carried.

**8. OLD BUSINESS**

**9. NEW BUSINESS**

Mr. Schierloh reminded the committee of the upcoming groundbreaking ceremony open to the public for the Lima Community Aquatic Park on February 2<sup>nd</sup> at 11 am.

Ms. Reynolds Bales brought the renewal of the maintenance contract for the Plotter before the committee. This cost is included in the current budget and committee members established that the continuance of the maintenance contract is at the discretion of the ED and does not need to come before the EC for approval.

**10. ADJOURNMENT**

**Motion 08 (1-25-24) EC**

Mr. Cox made the motion that the meeting be adjourned. Seconded by Mr. Post, the motion carried.

The meeting adjourned at 4:39 p.m.

Submitted by:

Accepted by:

\_\_\_\_\_  
Signature/Secretary

\_\_\_\_\_  
Signature/RPC President

Date: \_\_\_\_\_

Date: \_\_\_\_\_