



**Lima / Allen County  
REGIONAL PLANNING  
COMMISSION**

**FY 2023  
UNIFIED PLANNING  
WORK PROGRAM**

**Beginning July 1, 2022 - Ending June 30, 2023**

Prepared by:

Lima-Allen County Regional Planning Commission  
130 West North Street  
Lima, Ohio 45801-4311

The preparation of this report was financed in part by the Federal Highway Administration, the Ohio Department of Transportation, the Ohio Department of Public Safety, and local units of government. The contents of this report do not reflect the official view and/or policies of the Federal Highway Administration, the Ohio Department of Public Safety, or the Ohio Department of Transportation. This report does not constitute a standard specification or regulation. The contents of this report represent the work and opinions of the LACRPC. The report does not represent a standard or policy. Questions or concerns should be forwarded to the LACRPC at 130 W. North Street, Lima, Ohio 45801 ([www.LACRPC.com](http://www.LACRPC.com)).

## **ACKNOWLEDGMENT**

During the course of drafting the FY 2023 Unified Planning Work Program, the staff of the Lima-Allen County Regional Planning Commission received helpful assistance from representatives of the Ohio Department of Transportation (ODOT), the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Ohio Department of Public Safety (ODPS), the Office of the Allen County Engineer, the Allen County Regional Transit Authority (ACRTA), the Ohio Environmental Protection Agency (OEPA) and local member governments. The Planning Commission recognizes the real benefits of implementing a Safe Community Program, a program made possible only with the financial support and guidance of ODPS that provides valuable motor vehicle crash data through the maintenance of its Integrated Traffic Records System. The Planning Commission also acknowledges the technical support provided by the United States Geologic Survey and the Ohio Department of Natural Resources (ODNR), which supports hydraulic and hydrologic engineering analyses prompted by some 15,725 acres of Federal Emergency Management Agency (FEMA) identified high hazard flood areas. Finally, the OEPA is an additional state agency that must be recognized for the technical support it offers the community to meet air and water quality conformity mandates.

The Planning Commission wishes to recognize the fiscal support, technical backing, and overall level of assistance furnished by ODOT District One personnel and ODOT's Division of Planning, specifically the Office of Statewide Planning & Research inclusive of the Modeling and Forecasting Section. The Planning Commission also wishes to acknowledge the varied personnel at ODOT's Central Office and those at the Ohio Office of FHWA. They continue to guide their reviews of planning and progress reports.

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## INTRODUCTION

The Lima-Allen County Regional Planning Commission (LACRPC) was established under Section 713.21 of the Ohio Revised Code (ORC) and a Resolution of Cooperation between various political subdivisions located within Allen County, Ohio. The LACRPC has been responsible for planning land use, transportation, housing, recreation, and community facilities in Allen County, Ohio, since 1964. As several agencies may participate in various planning programs, the coordination of such participating agencies is necessary. The role of the Regional Planning Commission is to facilitate continuing, cooperative and comprehensive planning within Allen County and its surrounding area, including the City of Delphos, the Village of Cridersville, and the Village of Bluffton.

Through member political subdivisions (Allen County, townships, cities, and villages), the LACRPC determines planning priorities and policies for the region and directs the staff in undertaking the planning work. Among the many duties of the staff is the preparation of reports for use by state and local governments, engineers, developers, and the general public to assist in the planning for the coordinated development of the Allen County region.

### **Rationale:**

This document represents the FY 2023 Unified Planning Work Program (UPWP) of the LACRPC. The UPWP documents the agency's comprehensive planning program over the next fiscal year calendar and corresponds to July 1, 2022, through June 30, 2023.

This document must be compiled and submitted to state and federal agencies as the basis for soliciting federal funding assistance. This document contains information specific to the comprehensive planning process undertaken by the LACRPC. In addition, the UPWP details those LACRPC staff activities that will be conducted over the course of the FY 2023 period as specified under a contractual obligation with various funding agencies. Moreover, this document acts as a management tool from which to assess the progress of the LACRPC on specific projects and its commitment to local issues.

### **Overview:**

The document is comprised of several distinct sections. A prospectus detailing the history, roles, organizational structure, and membership of the LACRPC follows the introduction. After the prospectus, the transportation planning process includes an overview of federal transportation legislation, specifically ISTEA, TEA-21 SAFETEA-LU, MAP-21 and, the FAST ACT. The document proceeds to present LACRPC planning activities by the respective funding source and work element category. Work elements are arranged concerning their individual category: Local Government Services (100 Series); Safety Services Planning (200 Series); Environmental Protection (300 Series); Community Development (400 Series); Developmental Controls (500 Series); and Transportation Planning (600 Series). Following the work program summary, the document presents various informational tables outlining the rationale for funding, indirect cost rate/pools, and an overview of project budgets. Finally, the document concludes with an appendix containing resolutions attesting to the transportation planning process and approving the FY 2023 UPWP; maps and graphics are provided for informational purposes.

The document should be viewed in its entirety. The document provides an overview of the Agency, its membership, and representation by respective political subdivisions, its organizational structure, and funding sources. The document is a required annual publication with programming structured by subcategory. However, yearly work program elements and areas of emphasis evolve from year to year as needs in the community or funding streams change.

## PROSPECTUS

### **Historical Background:**

The Lima-Allen County Regional Planning Commission (LACRPC) was established in September 1964 to obtain federal assistance to develop a transportation plan for the area. The formation of the Regional Planning Commission was accomplished in conformance with Section 713.21 of the Ohio Revised Code, which states in part, "where the planning commission of any municipal corporation or group of municipal corporations, any board of township trustees, and the board of county commissioners of any county in which such municipal corporation or group of municipal corporations is located, or of any adjoining county, may cooperate in the creation of a regional planning commission. For any region defined as agreed upon by the planning commissions and boards, exclusive of any territory within the limits of a municipal corporation not having a planning commission."

By the adoption of a Resolution of Cooperation by the Board of County Commissioners of Allen County, the Planning Commission of Allen County, the Planning Commission of municipalities and the Board of Trustees of Townships within Allen County, Ohio, the LACRPC was created and vested with powers and duties given to regional planning commissions under the laws of the State of Ohio.

The comprehensive planning duties and responsibilities of the Allen County Planning Commission, created in 1954, were incorporated into the powers and duties of the LACRPC. In addition, the 1964 Urban Mass Transportation Act (UMTA) required urban areas of 50,000 persons or more to create a Metropolitan Planning Organization (MPO). The LACRPC was awarded the responsibility by the Governor of the State of Ohio per federal law (23 USC 134) to assure that a cooperative, comprehensive, and continuing transportation planning process was established and maintained. The Allen County Commissioners, in an agreement with ODOT, facilitated an area-wide Transportation Study. The LACRPC subsequently prepared a regional transportation and development plan that met requirements for federal assistance for highway construction in the urbanized area.

### **Mission Statement:**

The Mission of the LACRPC is to provide the basis for ongoing comprehensive development in Allen County through the implementation of specific policies, plans, and regulatory controls.

### **Federal Certification:**

The LACRPC achieved ODOT/Federal Highway Administration (FHWA) certification for transportation planning in 1973. Initial UMTA certification was received in 1982. The Commission is self-certified, following FHWA/Federal Transit Administration (FTA) regulations. The LACRPC implemented FEMA Floodplain Management Regulations in 1979 and is reviewed for concurrence on an annual basis per FEMA regulations.

### **Participants & Their Role:**

The LACRPC operates by agreement with participating government units and various public agencies. In addition to the citizens representing varied sectors and interests, these government units participate in the local planning process. Therefore, the LACRPC must negotiate agreements between various participants in the planning process. The principal agency participants include the United States Economic Development Administration (U.S.EDA), FHWA, FTA, FEMA, ODOT, the Ohio Environmental Protection Agency (OEPA), Allen County Regional Transit Authority (ACRTA), state departments of Public Safety (ODPS), Agriculture (ODA), Development (ODSA), Natural Resources (ODNR), Historic Preservation (SHPO), and Units of Local Governments. Described below are the agencies' primary responsibilities.

ODOT and FHWA oversee the transportation planning and programming activities of the Planning Commission to ensure compliance with applicable state and federal regulations. Although the two agencies interact, ODOT maintains a continuous liaison with the Commission's MPO staff and provides technical assistance such as modeling processes and traffic assignments for highways. In addition, the MPO and ODOT receive technical support from the OEPA that assists efforts to document/determine air quality conformity concerning the Clean Air Act Amendments of 1990. Transit planning activities are primarily financed with FTA funding as administered by ODOT. FTA, through ODOT, monitors compliance of planning activities with applicable federal regulations. The LACRPC, under a Memorandum of Understanding, provides technical services and maintains a cooperative relationship with the Allen County Regional Transit Authority (ACRTA) and FTA. The ACRTA is responsible for all FTA/ODOT reporting requirements.

Local governments participate in the input for and development of transportation improvement programs and other issues associated with transportation. Local governments join in project selection and the implementation of capital improvements. They also provide the required local match for funding the transportation planning process and associated transportation activities. The LACRPC facilitates communication between representatives of these local jurisdictions with ODOT and FHWA through its internal committee structure and its MPO policy-making board - the Transportation Coordinating Committee (TCC). The local jurisdictions receive Federal-Aid Surface Transportation Program (STP) and Congestion Mitigation Air Quality (CMAQ) funds through the MPO (TCC).

The ACRTA is the local agency responsible for providing effective public transportation services within the Lima Urbanized Area. Charged with supporting a safe, accessible, and equitable system, the ACRTA maintains fixed route and demand response services. According to the intent of federal legislation, the ACRTA is an active member of the MPO and in the public planning process that requires a comprehensive and coordinated approach to a continuing transportation planning process. As the ACRTA receives Federal, State, and local funding, the Agency strives to comply with planning and operational, regulatory requirements. In light of the requirements, the ACRTA receives technical assistance from the Planning Commission under the terms of an Inter-Agency Agreement that is reviewed and revised annually. The ACRTA maintains a strong relationship with FTA, ODOT, and local political jurisdictions. The ACRTA and the Planning Commission have worked to coordinate federally financed paratransit operations operating within the region and their mobility manager.

The LACRPC acknowledges the technical support provided by FEMA and ODNR concerning Floodplain Management Regulations and water quality assessments to ensure compliance with state and federal regulatory requirements. The LACRPC and other local stakeholders sustain air and water quality maintenance efforts thru collaborative efforts with various environmental agencies, groups, and advocates as requested and required. The LACRPC is an active member of the Ottawa River Coalition.

The Agency coordinates efforts with the State Historic Preservation Office (SHPO) and the Ohio Department of Agriculture (ODA) to support farmland and historic preservation efforts. In addition, both agencies help assess local land use policy initiatives against which transportation projects are weighed.

Because of its unique role in transportation planning, the LACRPC maintains a continuous liaison with ODPS. Using Federal 402 funding, ODPS provides financial underwriting for the LACRPC Safe Community Grant.

The MPO coordinates transportation projects and services with local community development initiatives. In addition, the MPO regularly supports data collection necessary for updating the County's Comprehensive Economic Development Strategy (CEDS). The CEDS identifies and

prioritizes the community's most pressing needs to meet the United States Economic Development Administration (USEDA) and the Ohio Development Services Agency (ODSA) eligibility criteria. The Agency also facilitates area community development initiatives funded with Community Development Block Grant (CDBG) monies administered by ODSA.

**Organizational Structure:**

The governing body of the LACRPC is its Board of Directors, known as the Regional Planning Commission. The Board reviews and acts on recommendations made by LACRPC staff and committees. The appointment of delegates achieves representation on the board. Such selection is made by the participating jurisdictions (Allen County, municipality, and township). The delegates are appointed for a two-year term starting in April of even-numbered years. Appointments to the Board are orchestrated to provide for a composition that represents industry, labor, agriculture, business, and professional sectors. The Regional Planning Commission comprises representatives of the various participating political subdivisions.

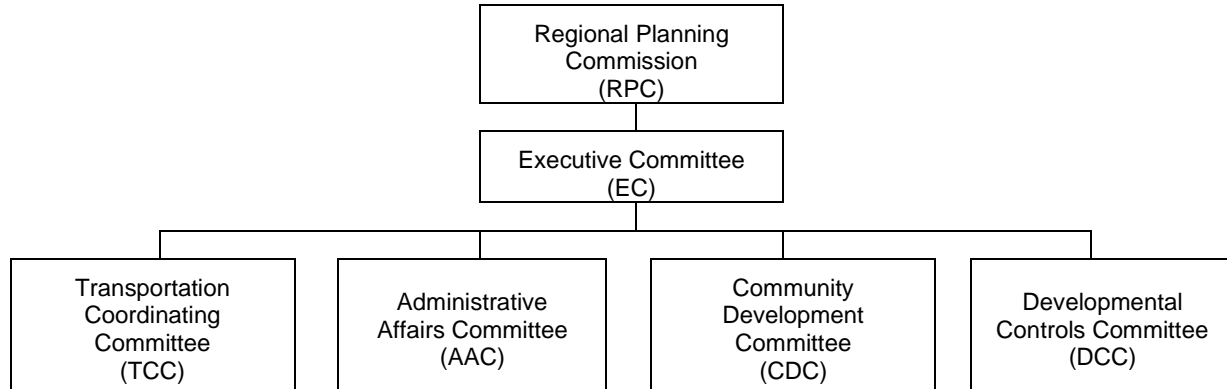
Each political subdivision assigns delegates to the Regional Planning Commission in the following manner: six (6) delegates and six (6) alternates are appointed by the Allen County Board of Commissioners to serve the County at large; one (1) delegate and one (1) alternate for every 5,000 persons in cooperating municipalities are designated by the planning commission of the municipality, subject to the approval of the legislative authority of the municipality; and, one (1) delegate and one (1) alternate for every 5,000 persons in a cooperating township are designated by the Board of Township Trustees of the participating township. See table on page 5 for Commission membership.

<b>PARTICIPATING JURISDICTIONS</b>	
<b>Currently Participating Local Governments</b>	
County of Allen	American Township
City of Delphos	Auglaize Township
City of Lima	Bath Township
Village of Beaverdam	Jackson Township
Village of Bluffton	Marion Township
Village of Cairo	Monroe Township
Village of Elida	Perry Township
Village of Harrod	Richland Township
Village of Lafayette	Shawnee Township
Village of Spencerville	Spencer Township
Amanda Township	Sugar Creek Township

The current committee structure and mission statement allow the Agency to respond to federal and state regulatory issues, current development demands, and public concerns. The committee structure is responsive to and representative of local governments and publicly accountable. The organizational structure of the LACRPC reflects a tiered system reflecting both standing and advisory committees. Standing committees include: (1) Executive Committee, members charged with the responsibility of developing and guiding agency policy; (2) Administrative Affairs Committee provides administrative direction and assesses management procedures; (3) Transportation Coordinating Committee, functioning as the Metropolitan Planning Organization responsible for transportation-related issues; (4) Developmental Controls Committee, a technical committee with developmental regulatory oversight; and, (5) Community Development Committee, that monitors and addresses local quality of life issues. Advisory committees serve in various capacities and for different durations. The transportation and citizen advisory committees have specific responsibilities associated with Federal planning requirements.



## LACRPC STANDING COMMITTEES



<b>REGIONAL PLANNING COMMISSION MEMBERS (April 2022-2024)</b>		
<b>Political Subdivision</b>	<b>Delegates</b>	<b>Alternates</b>
Allen County	Berlin Carroll Steve Kayatin Brion Rhodes Beth Seibert Kelli Singhaus Dave Stratton	Sue Gerker Kim Styles Ron Meyer Brian Winegardner Brittany Woods Cindy Leis
City of Lima	Susan Crotty Howard Elstro Marin Harbur Kirk Neimeyer Chuck Schierloh Thomas Tebben	Todd Gordon Sharetta Smith Peggy Ehora Derry Glenn Tony Wilkerson Joan Davis
City of Delphos	Jamie Mehaffie	Doug Mullenhour
Village of Beaverdam	Robert Swisher	Pam LePine
Village of Bluffton	Mitchell Kingsley	Richard Johnson
Village of Cairo	Todd Wilkin	John Vandemark
Village of Elida	Dave Metzger	Larry Flick
Village of Harrod	Tony Blake	Tom Ekleberry
Village of Spencerville	Sean Chapman	Phillip Briggs
Amanda Township	Doug Post	Brad Core
American Township	Paul Basinger Larry Vandemark	Lynn Mohler Vacant
Auglaize Township	Steve Ewing	Mike Stout
Bath Township	Brad Baxter	Mike Meeks
Jackson Township	Randy Ackerman	Vacant
Marion Township	Jerry Gilden	Howard Violet
Monroe Township	Steve Beam	Jon Basinger
Perry Township	Kevin Cox	Greg Kessen
Richland Township	Michael Zimmerly	Vacant
Shawnee Township	Ted Ciminillo Russ Holly	Mark Bishop Clark Spieles
Spencer Township	Rick Keller	Ron Leffel
Sugar Creek Township	Kent McCleary	Rodney Watkins

**Executive Committee:**

The Executive Committee provides leadership and direction to the LACRPC and its staff. The committee monitors and evaluates the community's needs and establishes the priorities of the Agency based, in part, upon local demands. In addition, the Committee publishes the Unified Planning Work Program (UPWP) of the LACRPC annually in light of changing local conditions and needs. The Executive Committee is the policy-making body of the Commission, and its members are elected from the Regional Planning Commission membership. The Committee makes such final determinations, decisions, findings, and recommendations as necessary between meetings of the Commission. In addition, it carries out other duties and responsibilities as may be assigned to it by the Commission. The composition of the Executive Committee includes the Commission President, its Immediate Past President, its Treasurer, and Secretary, as well as the chairperson of each of the four standing committees (Administrative Affairs Committee, Developmental Controls Committee, Transportation Coordinating Committee, and Community Development Committee). Also included in the composition of the Committee are four (4) at-large members.

<b>LIMA-ALLEN COUNTY REGIONAL PLANNING COMMISSION (April 2022-2023)</b>	
<b>Current Officers</b>	<b>Executive Committee</b>
President Howard Elstro  President-Elect Beth Seibert  Secretary Brion Rhodes  Treasurer Kevin Cox	<b>CURRENT OFFICERS</b> <b>Plus</b> Sean Chapman Steve Ewing Jerry Gilden Mitchell Kingsley Jamie Mehaffie Doug Post Chuck Schierloh Thomas Tebben Larry Vandemark

**Administrative Affairs Committee:**

The Administrative Affairs Committee (AAC) provides direction and guidance in operating the LACRPC, its office, and staff. The Committee reviews and audits the financial and tangible property assets of the LACRPC and makes its findings and recommendations available to the Executive Committee for their perusal. The Committee meets semi-annually to review and approve the Agency's fiscal and calendar year budgets and annually with the State Auditor's Office to ensure sound fiscal controls. The Committee is also responsible for managing the Commission's annual nomination and election process and monitoring and periodically making recommendations regarding the effectiveness of the Commission's organizational documents. In addition, the Committee monitors the Agency's personnel policies concerning changing regulatory requirements and makes all final personnel determinations.

<b>ADMINISTRATIVE AFFAIRS COMMITTEE (April 2022-2023)</b>	
<b>Members</b>	<b>Affiliation</b>
Sean Chapman	Spencerville
Howard Elstro	City of Lima
Steve Ewing	Auglaize Township
Jerry Gilden	Marion Township
Jamie Mehaffie	City of Delphos
Doug Post	Amanda Township
Brion Rhodes	Allen County
Thomas Tebben	City of Lima
Kelli Singhaus	Allen County

**Transportation Coordinating Committee:**

The State of Ohio designates the Transportation Coordinating Committee (TCC) as the Metropolitan Planning Organization (MPO). The Committee is responsible for all area-wide transportation planning, the review and approval of the transportation portion of the annual UPWP, the review and maintenance of the Transportation Improvement Program (TIP), and adopting an updated Long-Range Transportation Plan. The Committee also makes such policies and final determinations, findings, recommendations, and resolutions necessary to

<b>TRANSPORTATION COORDINATING COMMITTEE (April 2022-2023)</b>	
<b>Member</b>	<b>Affiliation</b>
Brad Baxter*	Bath Township
Frank Burkett	FHWA
Sean Chapman	Village of Spencerville
Kevin Cox*	Perry Township
Joan Davis	ACRTA
Howard Elstro	City of Lima
Steve Ewing*	Auglaize Township
Jerry Gilden*	Marion Township
Mitchell Kingsley*	Village of Bluffton
Jamie Mehaffie	City of Delphos
Doug Post*	Amanda Township
Brion Rhodes*	Allen County Engineer's Office
Charles Schreck	ODOT District One
Thomas Tebben	City of Lima
Beth Seibert*	Allen County
Larry Vandemark*	American Township

NOTE: \* Elected Officials. The composition of the Transportation Coordinating Committee must include at least 51% local elected officials pursuant to Memorandum of Understanding with FHWA/ODOT. Frank Burkett is the FHWA representative.

carry out a continuing, cooperative, and comprehensive urban transportation planning process. The composition of the Committee includes representatives of the Allen County Regional Transit Authority, local public works and traffic engineering departments, social service transportation providers, the Ohio Department of Transportation, and local public officials. Committee membership comprises no less than fifty-one percent (51%) locally elected public officials. The Committee also utilizes the services of several transportation-related subcommittees, including the Transportation Advisory Committee (TAC), the Citizens Advisory Committee (CAC), the Safety Review Team (SRT), the Citizens Accessibility Advisory Committee (CAAC), and Activate Allen County.

**Developmental Controls Committee:**

The Developmental Controls Committee (DCC) is a technical committee of the LACRPC charged with monitoring development activities within Allen County and establishing regulatory controls to minimize any adverse environmental or economic effects of development. The Committee develops the County's land use component of the Long-Range Comprehensive Plan. The Committee monitors the development of local subdivision regulations, local zoning ordinances/resolutions and floodplain management regulations, and any local regulatory controls proposed by local entities. Once established, the Committee also reviews the merits of amendments or

<b>DEVELOPMENTAL CONTROLS COMMITTEE (April 2022-2023)</b>	
<b>Members</b>	<b>Affiliation</b>
Paul Basinger	American Township
Brad Baxter	Bath Township
Mark Bishop	Shawnee Township
Kevin Cox	Perry Township
Steve Ewing	Auglaize Township
Jerry Gilden	Marion Township
Kent McCleary	Sugar Creek Township
Doug Post	Amanda Township
Chuck Schierloh	City of Lima
Beth Seibert	Allen County
Dave Stratton	Allen County
Kim Stiles	Allen County

development under such regulatory rules. The Committee has a collaborative relationship with local agencies involved in the development process, including the Allen County Health Department, the Allen Water District, the Allen County Soil & Water District, the Ottawa River Coalition, local utilities, and the engineering/public works departments of the various political subdivisions.

**Community Development Committee:**

The Community Development Committee (CDC) monitors local conditions and problem identification exploring alternative solutions and implementing actions/recommendations to address the same. The Committee surveys public opinion and monitors State and Federal regulatory requirements to enable the LACRPC and its member political subdivisions to respond to situational circumstances that the committee has determined necessary. The Committee necessarily concerns itself with quality-of-life issues such as farmland preservation, crime, traffic safety, economic development, housing, and historic preservation. The Committee is responsible for developing the Agency's UPWP, cognizant of providing planning services to local members. The Committee has a collaborative relationship with local law enforcement and code enforcement officials, the Chambers of Commerce, the Allen Economic Development Group, and the Convention & Visitors Bureau.

<b>COMMUNITY DEVELOPMENT COMMITTEE (April 2022-2023)</b>	
<b>Members</b>	<b>Affiliation</b>
Jon Basinger	Monroe Township
Laura Bassitt	Village of Lafayette
Brad Baxter	Bath Township
Mark Bishop	Shawnee Township
Tony Blake	Village of Harrod
Susan Crotty	City of Lima
Tom Ekleberry	Village of Harrod
Todd Gordon	City of Lima
Russ Holly	Shawnee Township
Ahmad Houston	Allen County
Dan Kaseman	Village of Elida
Greg Kessen	Perry Township
Mitchell Kingsley	Village of Bluffton
Lynn Mohler	American Township
Tony Wilkerson	City of Lima

## TRANSPORTATION PLANNING PROCESS

Federal legislation is a significant part of the framework that guides the transportation planning process employed by state DOTs and MPOs; therefore, a summary is warranted in the context of developing a unified planning work program. On December 4, 2015, President Obama signed the Fixing America's Surface Transportation Act, or "FAST Act." The law enacted 5-year funding for surface transportation, allowing states and local governments to move forward with critical transportation projects.

The FAST Act builds on previous legislative initiatives. Such transportation legislation includes The Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP 21) Act; the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU); the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21); and the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA). These historical transportation bills create the framework for local transportation planning when considering the ramifications of the Clean Air Act Amendments of 1990, the National Environmental Policy Act of 1969, and the Americans with Disabilities Act of 1990—coupled with the required intergovernmental coordination and public input, the aforementioned legislation underpinning the urban transportation planning process.

### **FAST Act:**

Fixing America's Surface Transportation Act or FAST Act, (P.L. No. 114-94: December 4, 2015), authorized \$39.9B in appropriations to DOT from Fiscal Year (FY) 2016 through FY 2020 to improve the nation's surface transportation infrastructure, including our roads, bridges, transit systems, and rail transportation networks. The Act works to reform and strengthen transportation programs, refocus on national priorities, provide long-term certainty and more flexibility for states and local governments, streamline project approval processes and maintain a solid commitment to safety. Overall, the Act maintained current program structures and funding shares between highways and transit. In addition, the Act proposes to continue: (1) support of early engagement among agencies involved in the environmental review process; (2) reduce duplicative reviews; (3) expedite the environmental review process for reconstruction in the aftermath of an emergency; and, (4) expand the use of public dashboards to the environmental review process to provide additional transparency.

The FAST Act makes several changes to the DOT's safety programs, including creating new grant programs and making changes to the departments' authorities to protect the traveling public. More specifically, the Act: (1) streamlined the Federal Motor Carrier Safety Administration's (FMCSA) truck and bus safety grant program; (2) improved the National Highway and Traffic Safety Administration's (NHTSA) ability to recall unsafe vehicles and prohibits rental companies from renting out motor vehicles subject to safety recalls until they are fixed; (3) established a new competitive grant program for passenger and freight rail safety projects; (4) increased accountability of states to ensure rail transit safety performance by bolstering oversight in urban areas; and, (5) provided additional flexibility in transporting hazardous materials during major disasters and emergencies to improve the ability to carry out emergency response and relief efforts.

Freight was a significant component of the public debate in developing the FAST Act and eventually established both formula and discretionary grant programs to fund critical transportation projects that would benefit freight movements. These programs provide a dedicated source of Federal funding for freight projects, including multimodal projects. In addition, the Act emphasizes the importance of Federal coordination to focus local governments on the needs of freight transportation providers. More specifically, the Bill requires the Development of a National Freight Strategic Plan that will address the conditions and performance of the multimodal freight system to identify strategies and best practices to improve intermodal

connectivity and freight-movement efficiencies. In addition, the Plan will address the conditions and performance of the national freight system to mitigate the impacts of freight movement on communities.

The Act expands the MPO's charge to integrate transit within its Long-Range Transportation Plan (LRTP) by requiring intercity bus facilities to be identified in the transportation plan. Moreover, the Bill requires the MPO's LRTP to include "consideration of the role that intercity buses may play in reducing congestion, pollution, and energy consumption in a cost-effective manner. The Act also requires additional stakeholders (public ports, intercity bus operators, and employer-based commuting programs) to be included in the planning process.

To meet the requirements of the new Act, the LACRPC will need to cooperate with the state and local governments to evaluate the need to develop transportation plans and programs for the Lima Urbanized Area. Such plans and programs will need to develop transportation facilities (including pedestrian walkways and bicycle/transit facilities) that will function as an intermodal transportation system for the urbanized area, the State, and the nation. Developing such plans and programs must provide for consideration of all modes of transportation, including transit and freight, and be integrated into the 3C planning process to the degree appropriate, based on the complexity of the transportation problems.

The FAST Act also contains important provisions for MPOs and their local elected officials. The Bill recognizes the vital role of federal transportation investments for communities and the importance of ensuring that local voices are part of the transportation decision-making process. The FAST Act makes significant funding available for locally owned bridges by preserving the off-system bridge set-aside and making bridges that are not on the National Highway System eligible for funding under the National Highway Performance Program. The FAST Act also provides funding for local projects through a Surface Transportation Block Grant Program and the Transportation Alternatives Program.

**FAST Act Planning Factors:**

Because transportation planning studies are programmed for funding in the UPWP, specific consideration is given to the federal planning factors (23 USC 134). The FAST Act added two new planning elements to the eight factors established in SAFETEA-LU legislation. Per the legislation, studies, and strategies undertaken by the MPO shall:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
- Increase the safety of the transportation system for motorized and non-motorized users.
- Increase the ability of the transportation system to support homeland security and safeguard the personal safety of all motorized and non-motorized users.
- Increase accessibility and mobility of people and freight.
- Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns.
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
- Promote efficient system management and operation.
- Emphasize the preservation of the existing transportation system.
- Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
- Enhance travel and tourism.

**Federal & State Planning Emphasis Areas:**

The Infrastructure Investment and Jobs Act (IIJA), the new bipartisan infrastructure bill, was recently enacted. Among other improvements, the IIJA encourages transportation planning to be done in concert with housing and economic development planning rather than reacting to those things.

The FTA and FHWA jointly issued new Planning Emphasis Areas in December 2021. These Planning Emphasis Areas are:

Tackling the Climate Crisis – Transition to a Clean Energy Resilient Future – help to ensure the national greenhouse gas reduction goals of 50-52% below 2005 levels by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from climate change.

Equity and Justice<sup>40</sup> in Transportation Planning – advance racial equity and support for underserved and disadvantaged communities to help ensure public involvement in the planning process and that plans reflect various perspectives, concerns, and priorities from affected areas.

Complete Streets – review current policies, rules, and procedures to determine their impact on safety for all road users, including providing provisions for safety in future transportation infrastructure, particularly those outside automobiles. To be considered complete, roads should include safe pedestrian facilities, safe transit stops, and safe crossing opportunities on an interval necessary for accessing destinations.

Public Involvement - conduct early, effective, and continuous public involvement that brings diverse viewpoints into the decision-making process, including integrating virtual public involvement tools while also ensuring access to opportunities for individuals without access to computers and mobile devices.

Strategic Highway Network (STRAHNET) / US Department of Defense (DOD) Coordination – coordinate with US Department of Defense representatives in transportation planning and programming processes on infrastructure and connectivity needs for STRAHNET routes and other roads that connect to DOD facilities.

Federal Land Management Agency (FLMA) Coordination – coordinate with FLMAs in transportation planning and programming processes on infrastructure and connectivity needs related to access routes and other public roads that connect to Federal lands, including exploring opportunities to leverage transportation funding to support access and transportation needs of FLMAs before projects are programmed into the TIP.

Planning and Environment Linkages – implement Planning and Environment linkages as part of the overall transportation planning and environmental review process.

Data in Transportation Planning – incorporate data sharing and consideration into the transportation planning process through developing and advancing data sharing principles among the MPO, state, regional and local agencies. The planning work of the Capital Area MPO endeavors to consider each of these areas thoughtfully and thoroughly.

**Performance-Based Planning & Implications for the Transportation Planning Process:**

In collaboration with previous transportation legislation, the FAST Act has worked to develop strategic transportation goals (23 USC 150) that will require the LACRPC and local stakeholders to address within the LRTP and TIP programming efforts. In addition, the Bill has worked to

establish performance-based planning and programming to increase the accountability and transparency of the Federal-Aid Highway Program and local decision-making. Federal and state efforts establish performance-based planning and programming processes that result in transportation plans, programs, and projects that support the national goals according to 23 USC 150(b) and the general purposes outlined in 49 USC 5301. Therefore, a major step in producing the FY 2023 Unified Planning Work Program is to ensure that the MPO's planning activities align with federal and state regulatory guidance. The MPO commits to working with ODOT as well as local transit and elected officials to coordinate target setting and to integrate performance management into local long-range transportation planning efforts and development of the transportation improvement program to address:

- **Safety:** Achieve a significant reduction in fatalities and serious injuries on public roads.
- **Infrastructure Condition:** Maintain the highway infrastructure asset system in a state of good repair.
- **Congestion Reduction:** Achieve a significant reduction in congestion on the NHS.
- **System Reliability:** Improve the efficiency of the surface transportation system.
- **Freight Movement & Economic Vitality:** Improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
- **Environmental Sustainability:** Enhance the performance of the transportation system while protecting and enhancing the natural environment.
- **Reduced Project Delivery Delays:** Reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion by eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

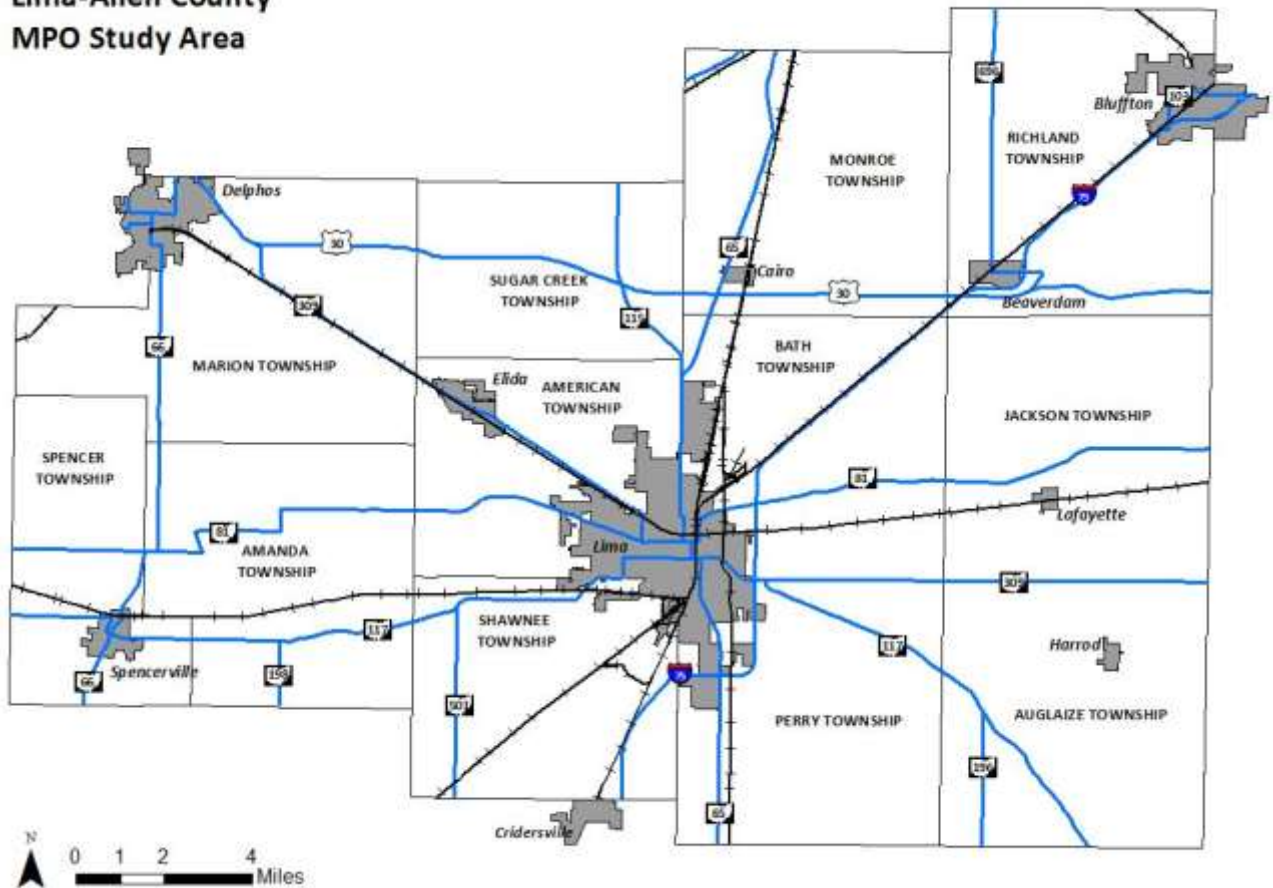
This MPO work program commits to supporting: data collection, analysis, sharing, and target setting and reporting required to address highway, bridge, and transit performance under 23 CFR 450; 23 CFR 490; 49 CFR 625; 49 CFR 630; & 49 CFR 673.

#### **MPO's Transportation Study Area:**

The transportation study area of the LACRPC embraces the County of Allen, the City of Delphos, the Village of Cridersville, and its surrounding area in Auglaize County. In addition, the Planning Commission's regional interests require a collaborative process inclusive of populations residing in Van Wert, and Hancock counties. Therefore, the population of the study area, based on the 2020 Census, is 107,381. A map of the transportation study area is below.



## Lima-Allen County MPO Study Area



### Public Involvement Process:

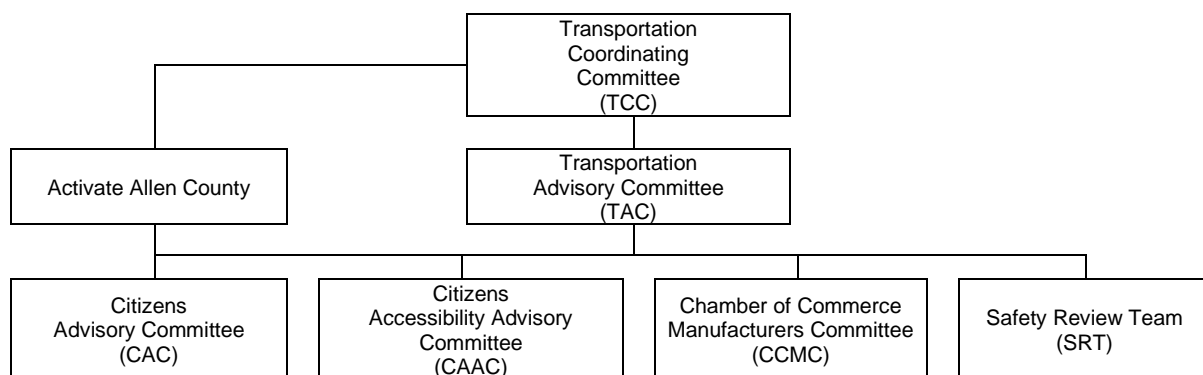
Consistent with the intent of federal legislation, it is the policy of the Transportation Coordinating Committee (TCC), as the Transportation Policy Committee, to aggressively support proactive public involvement at all stages of project planning and development. The performance standards for these proactive public involvement processes include early and continuous involvement, reasonable public availability of technical information, collaborative input on alternatives, evaluation criteria, and mitigation needs, open public meetings where matters related to Federal-Aid Highway and transit programs are being considered, and open access to the decision-making process before closure.

To achieve these objectives, the TCC commits to: (1) promoting an active role for the public in the development of transportation plans, programs, and projects from the early stages of the planning process through detailed project development; (2) promoting the shared obligation of the public and decision-makers to define goals and objectives for the transportation system, to identify transportation and related problems, to develop alternatives to address the problems, and to evaluate the alternatives on the basis of collaboratively identified criteria; (3) ensuring that the public is actively involved in the development of public involvement procedures themselves in ways that go beyond commenting on drafts; (4) strongly encouraging the transportation providers to aggressively seek to identify and involve the affected and interested public, including those traditionally under-served by existing transportation systems and facilities; and, (5) carefully evaluating public involvement processes and procedures to assess their success at meeting the performance requirements specified in the appropriate regulations during the development of the Transportation Improvement Program.

Central to the success of the transportation planning process is the early involvement of local public officials, private citizens, and interested agencies that represent a wide range of disciplines, areas of expertise, and specific concerns. Public involvement is required to ensure that projects' social, economic, and environmental effects are identified early on in the planning process, especially during project selection.

Specific project proposals are publicized through the early coordination and review of the Intergovernmental Review Process to comply with the federal legislation locally. Affected segments of the community are identified, and potential issues are identified. These issues are continuously refined as project development continues to progress. Citizen input is solicited on any proposed project and/or changes in services or service levels through public meetings or public notices advertising the availability of draft documents about such issues.

The development of the transportation planning process requires cooperation and coordination amongst all levels of local governments and citizen input. Transportation projects, programs, and activities need to be included in the MPO documents, whether highway or transit-oriented and reviewed by various citizen advisory groups and technical committees before being recommended by the MPO. Highway elements are evaluated by the Transportation Advisory Committee (TAC), the Citizens Advisory Committee (CAC), and the Transportation Coordinating Committee (TCC). Public transit and paratransit elements are presented to the CAC and the Citizens Accessibility Advisory Committee (CAAC). Safety and freight issues fall under the purview of the Chamber of Commerce Manufacturers Committee (CCMC). In October 2004, ODPS required the creation of a team to investigate fatal crashes in hopes of providing greater insight into local highway conditions. The Safety Review Team (SRT) meets regularly to review situational crash data. In FY 2011, the Planning Commission agreed to shoulder additional responsibilities designed to eliminate institutional barriers to creating healthy, more livable, and sustainable communities. The Sustainability Committee, now known as Activate Allen County, reflects non-traditional stakeholders looking to end myopic perspectives and work across parochial funding limitations to generate better projects with longer-lasting positive impacts on the community. The Committee engages residents, developers, businesses, and government representatives in building more healthy, active, and sustainable communities across the region.



<b>TRANSPORTATION COORDINATING COMMITTEE (April 2022-2023)</b>	
<b>Member</b>	<b>Affiliation</b>
Brad Baxter*	Bath Township
Frank Burkett	FHWA
Sean Chapman	Village of Spencerville
Kevin Cox*	Perry Township
Joan Davis	Allen County Regional Transit Authority
Howard Elstro	City of Lima
Steve Ewing*	Auglaize Township
Jerry Gilden*	Marion Township
Mitchell Kingsley*	Village of Bluffton
Jamie Mehaffie	City of Delphos
Doug Post*	Amanda Township
Brion Rhodes*	Allen County Engineer's Office
Charles Schreck	ODOT District One
Thomas Tebben	City of Lima
Beth Seibert*	Allen County
Larry Vandemark*	American Township
NOTE: * Elected Officials. The composition of the Transportation Coordinating Committee must include at least 51% local elected officials pursuant to Memorandum of Understanding with FHWA/ODOT. Frank Burkett is the FHWA representative.	

<b>TRANSPORTATION ADVISORY COMMITTEE (April 2022-2023)</b>	
<b>Members</b>	<b>Affiliation</b>
Frank Burkett	FHWA
Eric Davis	Wessler Engineering
Mark Droll	Allen County Engineer's Office
Karen Garland	Allen County Regional Transit Authority
Daniel Hoying	LJB, Inc.
Dan Kaseman	Village of Elida
Steve Kayatin	Allen County Sanitary Engineer's Office
Greg Kessen	Perry Township
Cindy Leis	Allen Economic Development Group
Ian Kohli	City of Lima
Dave Metzger	Village of Elida
Robert Swisher	Village of Beaverdam
Shawn McPheron	EMH&T
Jed Metzger	Lima/Allen County Chamber of Commerce
Ron Meyer	Allen County Engineer's Office
Kirk Niemeyer	City of Lima
Charles Schreck	ODOT District One
Tony Wilkerson	City of Lima
NOTE: Frank Burkett is the FHWA representative.	

**CITIZENS ADVISORY COMMITTEE  
(April 2022-2023)**

<b>Members</b>	<b>Affiliation</b>
Steve Beam*	Monroe Township
Mark Bishop	Shawnee Township
Tyler Black	Johnny Appleseed Metropolitan Park District
Phil Briggs*	Village of Spencerville
Norm Capps*	Perry Township
Alice Curth	Delphos Senior Citizens
Tom Eckleberry	Village of Harrod
Derry Glenn*	City of Lima
Casey Heilman	Allen Soil and Water Conservation District
Michael Hensley	Allen County Council on Aging
Rick Keller*	Spencer Township
Brandon Fischer	Allen County Public Health
Patrick Maloney	Legal Aid of Western Ohio
Kent McCleary	Sugar Creek Township
Chuck Schierloh	City of Lima
John Schneider	Lakewood West Neighborhood Association
Charles Schreck	ODOT District One
Alison Sites	Allen County Juvenile Court
Brad Swick	Allen County
Rodney Watkins*	Sugar Creek Township
Todd Wilkin*	Village of Cairo
Mary Williamson	Northwest Perry Revitalization Group

Note: \* Elected Officials.

**ACTIVATE ALLEN COUNTY  
(April 2022-2023)**

<p>Allen County            Allen County Public Health            City of Lima            Lima/Allen County Chamber of Commerce            Lima-Allen County Regional Planning Commission            Mental Health &amp; Recovery Services Board            Mercy Health - St. Rita's Medical Center            Ohio State University - Lima            United Way of Greater Lima            West Ohio Community Action Partnership</p>
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<b>CITIZENS ACCESSIBILITY ADVISORY COMMITTEE (April 2022-2023)</b>	
<b>Members</b>	<b>Affiliation</b>
Sarah Beery	Clymer Medical Transport, Inc.
Alice Curth	Delphos Senior Citizens
Joan Davis	Interested Consumer
Carole Enneking	Family & Children First Council
Karen Garland	Allen County Regional Transit Authority
Michael Hensley	Allen County Council on Aging
Jacob King	Rhodes State College
Nell Lester	West Central Ohio Health Ministries Program
Joe Lewis	Marimor Industries
Jodi Owens	Low Vision Coalition
Elisha Reineke	Children's Developmental Center
Holly Rex	West Ohio Community Action Partnership
Beca Sheidler	Area Agency on Aging 3
Charles Schreck	ODOT District One
Josh Unterbrink	Activate Allen County

<b>SAFETY REVIEW TEAM (April 2022-2023)</b>	
<b>Members</b>	<b>Affiliation</b>
Brian Anderson	Mercy Health - St. Rita's
Jeff Anspaugh	Ohio Traffic Safety Office
Eric Bontrager	City of Lima
Major James Baker	Lima Police Department
Berlin Carroll	Allen County Juvenile Court
Major Angel Cortes	Lima Police Department
Joe Gearing	City of Lima, Engineer's Office
John Griffin	Lima Memorial Hospital
Lt. Alec Coil	Ohio State Highway Patrol
Russ Holly*	Motorcycle Ohio
Chief Joe Kitchen	Bath Township Fire Department
Chief Magistrate Todd Kohlreiser	Allen County Juvenile Court
Doug LaRue	Lima Memorial Hospital
Justin Laudick	St. Rita's Medical Center
Sgt. Andre Mconnahea	Allen County Sheriff's Office
Dr. John Meyer*	Allen County Coroner
Ron Meyer	Allen County Engineer's Office
Kirk Niemeyer	City of Lima Engineer
Jeff Osborne	Lima Memorial Hospital
Brion Rhodes*	Allen County Engineer
Derrick Schierloh	ODOT – District 1
Brenda Snyder	Mercy Health - St. Rita's

Note: \* Elected Officials

**CHAMBER OF COMMERCE MANUFACTURERS COMMITTEE  
(April 2022-2023)**

<b>Members</b>	<b>Affiliation</b>
<p>Heath Alloway James Borgert Traci Bradford Shane Coleman Scott Cockerell Tony Daley Rick Deibel Joe Faine John Ficorilli Drew Fields Charles Gasperetti Danielle Good Jeff Hager Keith Hamburg Jamie Hamilton Steve Hatkevich Dawn Hauenstein Craig Hohenbrink Chuck Holloway Kendall House Claudio Ingaramo Hank Kennedy Joe Krendl Mark Krohn Jas Gill Cindy Leis Jed Metzger Doug Olsson Devin Parker Joe Patton Dan Risser James Rudolph Tracie Sanchez Anne Schemmel Shannon Shartell John Shaver Dave Stratton Todd Sutton Dave Tuttle Andrew Wannemacher Nancy Wireman</p>	<p>Alpla, Inc. Fort Amanda Specialties, LLC Rudolph Foods Company Lima-Allen County Regional Planning Commission Wannamacher Total Logisitcs Spallinger Millwright Services, Inc. Heat Treating Technologies, Inc. ACI Construction Company, Inc. OmniSource, LLC Innovative Packaging, LLC Ashland ISP Lima, Inc. Nutrien Randall Bearings, Inc. Trinity Highway Products J.M. Hamilton Group, Inc. Ohio Energy &amp; Advanced Manufacturing Center, Inc. Spallinger Millwright Services, Inc. INEOS Nitriles USA, LLC Accubuilt, Inc. BRP Manufacturing Company Husky Energy Corporation General Dynamics Land Systems Division Krendl Machine Co., Inc. Gasdorf Tool &amp; Machine, Inc. Ft. Amanda Specialties, LLC Allen Economic Development Group Lima/Allen County Chamber of Commerce Greater Lima Region Vanamatic Company Allen County Department of Jobs and Family Services U. S. Autoclave, Ltd. Rudolph Foods Company Lima Pallet Company, Inc. American Trim Pro-Tec Coating Company Procter &amp; Gamble Manufacturing Co. Allen Economic Development Group Nutrien SpartanNash Wannemacher Total Logistics Nutrien</p>

**FY 2023**

**UNIFIED PLANNING**

**WORK**

**PROGRAM**

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## INFORMATION SERVICES



**Subcategory  
105  
LOCAL**

### **Objective:**

To assist and enhance the technical capabilities of the Commission and that of its participating members by collecting, cataloging, and conducting needed research and providing pertinent data and information necessary to further the agency's roles and responsibilities.

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### **Purpose:**

To provide information and/or data in the areas of education, employment, community development, economic development, transportation, environmental protection, housing, and other areas of local governmental concern in a timely/competent manner.

### **Previous Work:**

The Planning Commission's wealth of data is a significant asset to the region and member political subdivisions. The Commission houses aerial photographs, hydrologic mapping, utility coverage, school districts, political maps traffic, topographic, soil, and zoning information across Allen County. The Commission has been designated as a Local Census Affiliate of the US Census Bureau and has participated in the local census process dating back to 1970. In 2010, the Agency facilitated the Allen County Complete County Committee undertakings to deliver a comprehensive count. In 2011, the Planning Commission validated local population and household counts and disaggregated census statistics for local consumption. In 2012, staff facilitated a request to identify the veterans laid to rest in township and village cemeteries. In 2013, staff worked with various community stakeholders to assemble data to support grants targeting senior housing, senior transportation, low-income housing, and health care funding. In 2014 and 2015, the Agency helped compile a Community Assessment for WOCAP and an annual housing assessment to support continued HUD funding. In 2019, the Agency undertook multiple reviews and informational efforts to address the 2020 decennial census, including facilitating the Local Boundary Annexation Program and the Local Update of Census Addresses. In 2020 the Agency supported the development and efforts of a Complete Count Committee.

### **Methodology:**

- Staff will continue to maintain its designation as a Local Census Affiliate and work with the Bureau of the Census in local review programs.
- The Commission will liaison with the State's Office of Strategic Research and other local census affiliates to monitor new information sets and maintain programmatic effectiveness.
- The Commission establishes policy on providing technical services; the provision of data/information to members, other agencies, and privacy concerns are on a fee for service basis.





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**Subcategory  
201  
LOCAL**

## **EMERGENCY SERVICES - PLANNING**

### **Objective:**

To provide technical and planning assistance to the various law enforcement, fire, and emergency service agencies operating within Allen County, Ohio

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### **Purpose:**

Government officials and members of Allen County's general public have expressed mounting concern over the perception of crime within the larger community. The LACRPC is uniquely qualified to support criminal justice, fire safety, and emergency service planning activities because of its ability to collect, catalog, and analyze data. In addition, the LACRPC is committed to providing technical assistance to local organizations servicing Allen County, Ohio.

### **Previous Work:**

Regional Planning Commission staff has repeatedly provided technical assistance and support in developing and preparing federal grant applications for Allen County law enforcement agencies. Commission staff has prepared several grants, including Drug Awareness and Resistance Education (D.A.R.E.) grants and the State of Ohio's Office of Criminal Justice Services (OCJS) grants for various Allen County Agencies. Commission staff has also provided spatial and demographic analyses of traffic and traffic-related accidents and crime-related data for various law enforcement agencies within Allen County and representatives of local academic institutions. In 2013 and 2014, staff prepared maps of criminal and drug interdiction activities for the Allen County Sheriff's Office. In 2015 the RPC mapped fire hydrant in Bath Township. In 2016, the RPC worked with the Allen County Sheriff's Office and geo-coded, mapped, and analyzed UCR Part 1 Crime data across Allen County. The RPC also worked with American Township and City of Delphos fire departments in mapping exercises to standardize responses for areas of jurisdictions and improve response times. In 2017, 2018, and 2019 staff identified "hot spots" of crime across the community with local law enforcement and undertook various demographic and employment analyses for area fire districts.

### **Methodology:**

- Commission will continue to pursue the identification and mapping of crime in the community and cooperate with local neighborhood associations and local law enforcement agencies as well as other members of the criminal justice system, aiding and coordinating with respect to federal and state grants programs.
- The Regional Planning Commission will also assist local criminal and juvenile justice agencies with problem-solving techniques utilizing geographic and cartographic techniques.

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**EMERGENCY SERVICES - PLANNING**  
(Continued)

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**Product(s):**

- Technical Assistance; Continual.

**Subcategory 201:**

**Time Allotment: 82 Hours**

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**Subcategory  
205  
ODPS**

## **SAFE COMMUNITY PROGRAM**

### **Objective:**

To address pertinent safety issues and improve traffic safety through programming focused on public awareness activities, educational outreach, and behavior modification.

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### **Purpose:**

The local community has repeatedly experienced higher than average crash rates for Ohio cities of similar size. In 1994, the Ohio Department of Public Safety (ODPS) ranked Lima first in Ohio concerning the number of bicycle-related crashes for cities of similar size. In 1996, ODPS and the Ohio Rail Development Commission (ORDC) ranked Allen County in the top three Ohio counties concerning train/motor vehicle crashes.

### **Previous Work:**

This subcategory was first introduced into the agency's Unified Planning Work Program in January of 1992. Past programming has been successful because of the broad-based support of local media outlets and community-based partnerships. In addition, programming has emphasized increased local awareness of at-risk behaviors, including failure to use appropriate safety equipment, impaired driving, excessive speed, failure-to-yield, texting while driving, etc.

### **Methodology:**

- Utilizing community-based partnerships and increasing local awareness, the Allen County Safe Community Program will develop programmatic elements to reduce the economic and societal costs associated with vehicular crashes.
- The Commission will continue to maintain an ongoing effort to present and discuss various facets of traffic safety and public safety programming with interested parties of the general public.
- On request, the LACRPC will develop and produce specific safety-related materials or information for local groups who share the same safety concern.
- The LACRPC will also provide technical support, materials, or assistance to groups or organizations that continue to maintain an ongoing effort to present and discuss various facets of traffic safety and public safety programming.

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**SAFE COMMUNITY PROGRAM**  
(Continued)

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**Methodology (Continued):**

- The LACRPC will develop and release public service announcements per the ODPS guidelines and ensure the public/private sector is afforded an opportunity, when it arises, to participate in safety programming events. These include but are not limited to impaired driving awareness, Click It or Ticket, distracted driving, motorcycle safety, or other highway safety-related campaigns.

**Product(s):**

- Public Information & Technical Assistance; Continual.

**Subcategory 205:**

**Time Allotment: 1,129 Hours**

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**Subcategory  
305  
LOCAL**

## **ENVIRONMENTAL PLANNING**

### **Objective:**

To assist and enhance the capabilities of local governments and organizations to maintain and restore the physical, cultural, and biological integrity of the region.

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### **Purpose:**

The purpose of this element is threefold: (1) to increase governmental coordination and local awareness of some of the unique physical, cultural and biological aspects of Allen County, Ohio, and the related consequences of continued development, urban encroachment, and human economic activities; (2) to catalog all sites of historical, cultural or environmental significance as part of the preliminary environmental screening process; and, (3) to provide technical assistance to the various agencies involved in preserving, maintaining or restoring the unique aspects of the region.

### **Previous Work:**

In FY 2005, the agency worked with local political subdivisions developing Phase II Storm Water Management Plan (SWMP) elements. In FY 2006, LACRPC staff addressed wetlands and historical sites along the Eastown Road, SR 81 and I-75 corridors. In FY 2010, staff worked to develop county-wide Illicit Discharge Regulations. In FY 2016, staff worked with local governments to develop county-wide Stormwater Management & Sediment Control Regulations. In FY 2012, the Commission reviewed/critiqued the Blanchard River Watershed Action Plan with local partners. In FY 2013, RPC adopted a county-wide Hazard Mitigation Plan for Allen County. In FY 2014 and 2015, staff integrated new data sets within its GIS mapping capabilities. In FY 2018 and FY 2019, the Commission worked to define better the EPA rulings and implications of the state's waters. In addition, it began to map potential urban encroachments into floodplains and wetlands areas.

### **Methodology:**

- The Agency will continue to cooperate with those state and federal agencies with oversight responsibility of environmentally sensitive attributes of Allen County, including the Army Corps of Engineers, the OEPA, the Ohio Department of Natural Resources (ODNR), National Resource Conservation Service (NRCS), the Ohio Archeological Office and the Ohio Historic Preservation Office. Moreover, it will assist those local agencies with participatory functions such as the Ottawa River Coalition, the Soil & Water Conservation District, and the Allen County Historical Society when undertaking activities related to this element of the UPWP.
- The Agency will work with the Allen County EMA to update, as required, the public involvement process for the County's Hazard Mitigation Plan.

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## **ENVIRONMENTAL PLANNING**

(Continued)

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**Methodology:**

- Commission staff will continue to collect and catalog sites of historical, cultural, and biological significance.
- The Commission will support the Ottawa River Coalition and establish best management practices for air and water quality within Allen County.

**Product(s):**

- Technical support, Ongoing.
- Maintenance of local OAI & OHI Inventory Forms; Continual.

**Subcategory 305:**

**Time Allotment:**

**122 Hours**

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**Subcategory  
401  
LOCAL**

**REGIONAL DEVELOPMENT**

**Objective:**

To review the development plans of local utilities and parks to provide an integrated framework to update other regional plans for the horizon year of 2040 as part of a coordinated, comprehensive regional plan.

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**Purpose:**

Locally elected officials, local government representatives, park enthusiasts, development and utility officials, and local citizen groups have expressed concern for an orderly approach to public and private infrastructure investments and the long-term development of Allen County, Ohio.

**Previous Work:**

In conjunction with local political subdivisions, the Regional Planning Commission has participated in several studies and developed specific plans/policies to support the development of a Comprehensive Development Plan for Allen County. The Development Plan is prefaced upon various data sets, including soils, floodplains, wetlands, municipal water and sewer supplies/facilities, transportation, housing, and land use in Allen County. In 2010, staff reviewed revisions to the District's Ohio Public Works application and recommended nearly \$700,000 for acquisition and development of the Motter Farm Park by the Johnny Appleseed Metropolitan Park District. In 2013, staff worked with City of Lima officials to develop a hierarchical approach to prioritize park investments. Since 2013, the staff has served as a member of the District 13 Natural Resource Assistance Council (NRAC) to ensure that public information relative to the availability of funding for passive recreational pursuits is distributed to area local governments.

**Methodology:**

- The LACRPC will establish a process to update regional development and economic development plans.
- The agency will coordinate work with the State's Office of Strategic Research housed within the Service Development Agency.
- An open space inventory will be coordinated with wetlands, woodlands, floodplains, and agricultural land use activities.
- A regional land use inventory will be coordinated with local development officials and area planning commissions.
- An overview of the sewer and water development plan will be prepared within the previously adopted policies, goals, and objectives addressing the area's specific development concerns



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**REGIONAL DEVELOPMENT**  
(Continued)

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**Methodology:**

- The Planning Commission will coordinate the local planning process with area officials, development representatives, environmentalists, and concerned citizens.

**Product(s):**

**Subcategory 401:**

**Time Allotment: 20 Hours**

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**Subcategory  
402  
LOCAL**

## **FARMLAND PRESERVATION**

### **Objective:**

To identify and promote strategies to preserve farmland in Allen County and comply with the ASA planning requirements of Section 5709 of the Ohio Revised Code.

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### **Purpose:**

Although agriculture is Allen County's largest industry, Allen County loses hundreds of acres annually to residential and commercial development. This acreage is taken from previously productive farmland resulting in the urbanization of our rural areas, a diminished agricultural presence, and future potential land-use conflicts. Therefore, the community must adopt a strategy to preserve the community's prime farm ground and maintain a fiscally sound agricultural industry.

### **Previous Work:**

In 2002, the Commission facilitated a review and preparation of a local application for the Agricultural Easement Protection Program sponsored by the Ohio Department of Agriculture's Office of Farmland Preservation. In 2003, agency efforts resulted in several strategies being developed to preserve the rural character and existing farmland in Bath Township. In 2004, newly released soil data was released by the National Resource Conservation Service and integrated within the Farmland Preservation Plan. In 2005, the Agency assessed available data at the Farm Service Administration (FSA) Office and assisted with the transfer of digital files to facilitate the development of GIS capabilities at FSA. In 2006, the Agency supported an Agricultural Security Area (ASA) Application, participated in creating a local Land Trust, and sponsored a workshop with the American Farmland Trust as the headliner. Since 2008, staff has served on the Ohio Department of Agriculture's (ODA) Farmland Preservation Advisory Board to assist state and local farmland protection initiatives. In 2013 and 2014, staff met with West Central Ohio Land Conservancy (WCOLC), Allen Soil and Water Conservation District (SWCD), and Township Trustees to develop Protected Agricultural Districts to further property owners pursuing agricultural easements with ODA. Since FY 2015, staff supported technical reviews related to selecting and funding agricultural easements. In 2017, Allen County saw its first successful ODA-sponsored agricultural easement; seven such easements have now been established totaling 1,239.564acres.

### **Methodology:**

- The RPC will actively solicit the assistance of the Allen County Farm Bureau, the Extension Office of Ohio State University, the Allen County Township Trustees and Clerks Association, the Chamber of Commerce, the Allen County Board of Realtors, and other interested parties in the development of policies/strategies aimed at preserving our agricultural base.
- The Agency will undertake a review of available legislative and financial resources to develop a plan for farmland preservation.

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**FARMLAND PRESERVATION**  
(Continued)

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**Product(s):**

- Maintenance of Farmland Preservation Office; Continual.
- Service to ODA Farmland Preservation Advisory Board; Ongoing.

**Subcategory 402:**

**Time Allotment:**

**20 Hours**

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**Subcategory  
405  
LOCAL**

**ECONOMIC DEVELOPMENT**

**Objective:**

To provide technical and planning assistance necessary to improve the economic vitality of the Allen County community.

---

**Purpose:**

Local elected officials and government representatives have long realized that accurate information is the key to retaining and expanding a vibrant economic base. The Commission will continue to support such activities in its Work Program. To support local economic development initiatives, the Commission will establish and provide a central location for information and services to attract, retain, and expand local employment opportunities.

**Previous Work:**

The Planning Commission has also compiled and submitted local cost of living data to the ACCRA since 1997. In 2007, the agency developed a Community Economic Development Strategy (CEDS) for Allen County. In 2010, LACRPC facilitated local efforts to maintain and publish the CEDS project listing. In 2012, staff continued working with local officials and representatives to review funding opportunities and layering funds in local transportation, sewer, water, and housing projects. In 2013, staff worked collaboratively with the Allen County Commissioners, the Allen Water District, Auglaize Township, Perry Township, the Village of Harrod, the Allen County Regional Airport and the City of Lima to secure an Innovation Grant from the Ohio Development Services Agency to develop a water distribution system on Allen County's east side. In 2015, the Agency worked with the AEDG and local governments to complete the platting of Ft. Shawnee Industrial Drive. In 2016 and 2021 the RPC and AEDG updated the CEDS document. In 2017, the Agency worked with the Chamber of Commerce and local officials to develop a list of shovel-ready infrastructure projects requested by the Trump Administration needed to advance economic development. The Commission continually provides the area Chambers of Commerce, the Allen Economic Development Group (AEDG), and governmental officials with statistical information.

**Methodology:**

- The LACRPC will continue developing data and materials to document the area's economic base.
- The LACRPC will continue to work with local economic development groups to build a current real-time development-related statistics database
- The agency will monitor the progress of regional economic development initiatives supported in part by federal and state funding.

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**ECONOMIC DEVELOPMENT**  
(Continued)

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**Methodology (Continued):**

- Staff will attend/support the Lima/Allen County Chamber of Commerce's Agribusiness Committee.

**Product(s):**

- Maintenance of the Cost of Living Index; Continual.
- Attend meetings of the Agribusiness Committee; Continual.

**Subcategory 405:**

**Time Allotment:**

**80 Hours**

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**Subcategory  
410  
LOCAL**

## **HOUSING**

### **Objective:**

To provide technical and planning assistance to the various political subdivisions, neighborhood organizations, and proponents of safe and affordable housing services within Allen County, Ohio.

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### **Purpose:**

To support and strengthen local housing initiatives and promote a better understanding of the local housing climate with regard to policies and activities that further reinvestment, revitalization, and affordability as well as barriers to improving existing conditions.

### **Previous Work:**

Since 2000, Commission staff has participated in the Allen County Housing Consortium discussions. Between 2001 and 2005, LACRPC staff worked to identify deficient housing stock with various neighborhood associations. Over the same period, staff provided technical assistance to the City of Lima for a federal "weed and seed" grant to improve housing conditions and safety in targeted neighborhoods. In 2005 and 2006, the agency continued its support of Lima's Weed and Seed initiatives and participated in planning activities as per the Allen County Comprehensive Housing Improvement Strategy (CHIS). In 2008, the Planning Commission assessed predatory lending behaviors with the Allen County Sheriff's Office, the Ohio Attorney General, and local governments to identify and map local housing foreclosures. In 2009, the agency completed An Analysis of Housing Impediments and submitted the same to HUD. In 2010 and 2011, the Agency facilitated the delivery of the Neighborhood Stabilization Program. In 2012, staff updated housing assessments of Cairo, Elida, Harrod, and Lafayette. Staff worked with local social service agencies to address Fair Housing Choice issues identified by the Ohio Development Services Agency (ODSA). In 2014, staff worked with the City of Lima and local political subdivisions to secure participation in the Ohio Attorney Generals Demolition Program. In 2015, the Agency compiled "An Analysis of Impediments: Furthering Fair Housing Choice" (AI) and submitted the same to ODSA. In 2016, the RPC completed an annual update to the AI. In 2017, the Agency worked with the Allen County Housing Consortium to develop a "Blueprint to End Homelessness." In June 2019, staff prepared, and the City of Lima and Allen County Commissioners adopted an FY 2020-2025 AI.

### **Methodology:**

- The Regional Planning Commission will work with community stakeholders to ensure safe and affordable housing within the community.
- The agency will monitor tax policies, tax incentives, zoning policies, building codes, mortgage and predatory lending practices, and the rental housing inspection programs to determine their impact on diversity, the protected classes, and affordable, habitable housing.

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**HOUSING**  
(Continued)

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**Product(s):**

- Technical Assistance & Public Information; Continual.
- Meetings of the Allen County Housing Consortium; Continual.

**Subcategory 410:**

**Time Allotment:**

**64 Hours**

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**Subcategory  
415  
LOCAL**

**CDBG PROGRAM ADMINISTRATION**

**Objective:**

To provide technical assistance and programmatic oversight in the administration of Community Development Block Grant-funded projects within Allen County, Ohio.

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**Purpose:**

The Formula Program principally benefits low to moderate-income persons through eliminating blight or meeting a particular urgent community need.

**Previous Work:**

The Commission has provided successful grant administration of federal and state funding since the Agency's inception in 1964. In 2014, the Planning Commission submitted a successful Formula Program Grant to Ohio Development Services Agency targeting improved water services in Delphos. The Village of Lafayette successfully upgraded its sanitary sewer infrastructure in 2015 using Program monies. In 2015, Bath Township also completed necessary roadway paving projects in the Chipman Addition. In 2016, the Village of Lafayette received funding to improve local roadways. Unfortunately, no funding was available in 2017. In 2018 funding supported roadway improvements in the City of Delphos and a centralized rural mailbox in the Village of Lafayette.

**Methodology:**

- The Commission will administer the Community Allocation Block Grant Program funds under the terms of a Memorandum of Understanding with the Board of Allen County Commissioners, based on criteria established by the Ohio Development Services Agency (ODSA).
- The Agency will support public information and awareness of the CDBG Program, project solicitations, project selection, project award, and project reporting.

**Product(s):**

- Programmatic Reporting; Ongoing.



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**ELEMENT 415.2**  
**CHIP/HOME PROGRAM ADMINISTRATION**

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**Purpose:**

CHIP/HOME Program funds strive to encourage and stimulate housing (re)development and neighborhood revitalization.

**Previous Work:**

In 2009, the Agency completed An Analysis of Housing Impediments and submitted the same to HUD. In 2010, the agency facilitated the Neighborhood Stabilization Program (NSP) delivery. Over the 2011-2013 period, the Planning Commission worked with WSOS and the local Housing Advisory Committee (HAC) to submit and manage CHIP Grants under the Ohio Development Services Agency (ODSA) auspices. In 2013, the Agency worked with WSOS and the HAC to secure and manage HOME Program grant funding. In 2015, as part of an internal ODSA management decision, the HOME Program allowed regional HOME Program applications. To improve their collective competitiveness, Allen and Putnam Counties submitted a regional application in 2015. Upon receiving the award, work to complete 14 home repair projects (\$41,500), the rehabilitation of 11 homes (\$187,616), and the construction of 1 Habitat Home commenced. Down payment assistance programming was also folded into the program mix and completed during 2015 thru 2016 period. In 2017 and 2018, the Agency convened the Housing Advisory Committee and worked with WSOS and Putnam County to submit a HOME Program grant application to ODSA. Upon receipt of the 2017 award, the intent is to rehab 11 homes, help construct three Habitat homes, repair 15 homes and assist with rehabs on four rental units. In 2019, the Agency continued to work with Putnam County and GLCAP to support the multi-county Housing Advisory Committee and ODSA funding opportunities. In 2019 and 2020, staff supported the study of housing-related issues with the Allen County Housing Consortium.

**Methodology:**

- The Agency will support the Allen County Housing Consortium and a Housing Advisory Committee to develop and sustain a Community Housing Improvement Strategy (CHIS) and manage the 2019 and 2020 HOME Program grant.
- The Commission will administer HOME Program funds, under the terms of a Memorandum of Understanding with the Board of Allen County Commissioners, based on criteria established by the ODSA.

**Product(s):**

- Programmatic Reporting; Ongoing.

**Subcategory 415/415.2:**

**Time Allotment: 155 Hours**

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## ZONING ASSISTANCE



**Subcategory  
501  
LOCAL**

### **Objective:**

To provide technical assistance to local political subdivisions in preparing, interpreting, and enacting local zoning regulations as per Section 519 of the Ohio Revised Code.

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### **Purpose:**

The Planning Commission will assist member political subdivisions in the review, development, and revision of zoning regulations to ensure development occurs in an orderly and measured manner.

### **Previous Work:**

Since its inception, the LACRPC has provided technical assistance in the preparation, interpretation, and enactment of zoning resolutions to the unincorporated political subdivisions within Allen County as required under Chapter 519 of the Ohio Revised Code. In 2007, the LACRPC targeted new sign regulations, re-introduced training programs for local code enforcement people, and facilitated the development of model sign regulations across the urbanized area. The emphasis in 2011 focused on updating zoning regulations in American, Jackson, and Shawnee townships. Efforts continued in 2012, with assistance provided to Shawnee, Auglaize, and Amanda townships. In 2013 and 2014, staff worked with Shawnee Township representatives to address the area previously in the Village of Ft. Shawnee. In 2015, regulations for Auglaize and Marion townships were updated. In 2016, the RPC provided technical assistance to Shawnee Township and refined the zoning district regulations necessary to integrate properties within Ft. Shawnee better. In 2017, Staff worked with Auglaize and Jackson townships to direct reinvestment in the unincorporated areas of Westminster, Maysville, and Lafayette. In 2018 and 2019, the RPC facilitated zoning text reviews in Jackson, Richland, and Shawnee Townships. In 2020 new Planned Unit Development (PUD) District standards were reviewed. LACRPC reviewed solar zoning regulations for multiple townships throughout 2021.

### **Methodology:**

- The Regional Planning Commission will review all development plans to determine whether such development is compatible with local zoning regulations and the county's land-use plan.
- The Commission will assist member political subdivisions in preparing zoning resolutions/ordinances and interpreting regulatory compliance concerning the proposed development activities.
- The Commission will also continue to cooperate with the zoning commissions and planning commissions of member political subdivisions and the office of the Allen County Recorder in the amendment of such resolutions, both text and map, and in the filing of such amendments as required.

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**ZONING ASSISTANCE**  
(Continued)

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**Methodology (Continued):**

- The Planning Commission will continue to work with local code enforcement personnel to ensure consistency and reliability within and between local development codes.

**Product(s):**

- Maintenance of Township Zoning Maps; Continual.
- Maintenance of Township Documents; Continual.
- Technical Assistance & Information; Continual.

**Subcategory 105:**

**Time Allotment:**

**120 Hours**

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## SUBDIVISION REGULATIONS



**Subcategory  
505  
LOCAL**

### **Objective:**

To administer, process, review and approve proposed subdivisions and land transfer processes according to Chapters 711 and 713 of the Ohio Revised Code.

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### **Purpose:**

The purpose of providing for and administering such regulatory processes is to provide for the harmonious development of Allen County by (1) furthering the orderly configuration and use of land according to its capability and suitability; (2) facilitating the adequate provision for transportation, water, sewage, drainage, schools, parks, playgrounds, and other public requirements; and, (3) accommodating the further subdivision of tracts into smaller parcels of land.

### **Previous Work:**

This has been an ongoing element of the Commission's UPWP. The LACRPC has been responsible for subdivision approval in the unincorporated areas outside of municipal jurisdictions in Allen County since 1966. In October 1997, state legislation removed the platting authority of municipalities outside of their political boundaries. In 2006, staff introduced and implemented revised subdivision regulations for the unincorporated areas of Allen County. In 2012, staff worked with local banks and the County Prosecutors Office to update bonding issues. In 2013, staff worked to adopt revised County Subdivision Regulations. In 2016, staff formalized bonding requirements and tracking tools for outstanding bonds.

### **Methodology:**

- The Commission will continue to administer the review and processing of all subdivision applications and the transference of land subject to the provisions and territorial limitations of the Allen County Subdivision Regulations and Chapters 711 and 713 of the Ohio Revised Code.
- According to the previous revision, the LACRPC will conduct an informational campaign to educate local developers, local political subdivisions, real estate brokers, attorneys, and the general public about the extent of local regulatory changes.

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**SUBDIVISION REGULATIONS**  
(Continued)

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**Product(s):**

- Management of Land Division and Platting Processes; Ongoing.
- Technical Assistance and Public Information; Continual.

**Subcategory 505:**

**Time Allotment:**

**1000 Hours**

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## FLOODPLAIN MANAGEMENT



**Subcategory  
510  
LOCAL**

### **Objective:**

To provide technical assistance and oversight for the Allen County Floodplain Management Regulations, which govern development within local flood hazard areas, under the "National Flood Insurance Act of 1968," 82 Stat. 572, 42 U.S.C.A. 4001, as amended.

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### **Purpose:**

The Commission will review, develop, and implement regulatory controls and procedures to minimize the potential loss of life, health and safety hazards, disruption of commerce and governmental services, and extraordinary public expenditures for flood protection and relief, and impairment of the tax base due to flood conditions.

### **Previous Work:**

The Commission has managed the Allen County Floodplain Management Regulations for the county's unincorporated areas since 1978. Periodically, as federal and state regulations have evolved, the Commission has had to revisit the Floodplain Management Regulations to bring the document into minimal compliance with the changing regulatory requirements of the Federal Emergency Management Agency (FEMA). In 2007, staff reviewed the existing regulations for their overall compliance with existing minimum state and federal guidelines as defined by the Ohio Department of Natural Resources (ODNR) Division of Water and per the "National Flood Insurance Act of 1968," 82 Stat. 572, 42 U.S.C.A. 4001, as amended, and recommend revisions as warranted. In 2008, staff coordinated efforts with the Village of Bluffton and FEMA to document structural damage resulting from the August 2007 flood. Fiscal years 2009 and 2010 were focused on delivering new digital floodplain maps as part of FEMA's aggressive Map Modernization Program (MMP). In 2011, a formal appeal was made with FEMA to modify the Flood Insurance Rate Map (FIRM) boundaries. In 2012, staff continued to support the FEMA and ODNR in finalizing the MMP. In 2021, staff participated in a Community Assistance Contact visit with ODNR. LACRPC reviewed FEMA mapping revisions in 2021 and participated in public outreach activities to ensure members and residents were aware of pending revisions.

### **Methodology:**

- Staff will continue to provide public information and technical support to area realtors, developers, property owners, government representatives, and the general public.
- Staff will continue to obtain, maintain, and provide floodplain-related information provided by FEMA.
- The staff will also continue to cooperate with the Ottawa River Coalition to implement/monitor the Ottawa River watershed area management.

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**FLOODPLAIN MANAGMENT**  
(Continued)

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**Product(s):**

- Technical Assistance & Public Information; Continual.
- Issuance of Floodplain Development Permits; Continual.
- Update of Local Floodplain Regulations as Required; Continual

**Subcategory 510:**

**Time Allotment:**

**388 Hours**

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## SHORT RANGE PLANNING

**Subcategory  
601  
ODOT/FHWA**

### **Objective:**

To facilitate continuing, comprehensive communications between the Agency and local stakeholders, including the general public, to identify and assess transportation needs and then develop a range of alternative actions appropriate to meet such needs according to federal planning requirements.

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### **Purpose:**

To engage in the transportation planning and decision-making process, conduct studies develop requisite information for alternative analysis and decision making, and identify projects for implementation within either the MPO's Transportation Improvement Program, the Ohio Department of Transportation's (ODOT) Highway Safety Program or the standard operation or capital improvement budgets of local member governments. More Specifically, the MPO will work to:

- Advance the 3C planning process with the cooperation, commitment, and collaboration needed to hurdle multijurisdictional issues, critical transportation investments decisions, and a shared vision for future improvements by providing the resources necessary to enhance the insights, understanding, and technical training and capabilities of local governments and the MPO. Moreover, the MPO will coordinate performance management and target setting with ODOT and local stakeholders.
- Improve the collection, management, and integration of data on transportation-related fatalities and serious injuries, and their precursors, to enhance safety analysis for consideration and inclusion either within the MPO's Transportation Improvement Program (TIP), the State's Highway Safety Program, or the regular operating budget of local governments.
- Update the Agency's Title VI Program Implementation Plan to reflect the most current Title VI Program and reporting requirements according to the Federal regulations that prohibit discrimination based on race, color, or national origin in federally funded programs/activities.
- Review its Public Participation Plan (PPP) to ensure the Agency can more effectively engage the general public in the transportation planning process; implementing, maintaining and effectively critiquing the Agency's level of public involvement in the local transportation planning process; and, identifying and designating the appropriate level of commitment necessary to ensure an ongoing level of public support for, and trust in the MPO's planning process



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## SHORT RANGE PLANNING (Continued)

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### **Previous Work:**

Since its inception, the MPO annually undertook prioritized analyses of specific locations experiencing safety and congestion issues. The MPO has also provided engineering and transportation-related services to member political subdivisions since its inception. In addition, the MPO routinely completes detailed intersection crash analyses, corridor level of service analyses, at-grade railroad grade crossing corridor safety studies, speed studies, and signal/stop sign warrant analyses. The MPO's website is replete with previous work elements

### **Methodology:**

- The MPO will work with State, local, and private partners to address human behaviors to reduce safety risks, improve safety data analysis to guide decisions, support integration of effective safety countermeasures, and pursue performance-based rather than prescriptive regulations
- The MPO will identify the risk factors that contribute to fatalities and serious injuries and implement evidence-based risk elimination and mitigation strategies. Based on information generated elsewhere in this work program, the MPO will identify high crash intersection locations.
- The MPO will target fatal and serious injury crash locations and work to evaluate their existing conditions, recommend alternatives to ameliorate traffic flow, and reduce motor vehicle crashes upon request.
- The MPO will also assist local governments in documenting specific safety issues and assist them in preparing/submitting candidate projects for potential state/federal improvement program funding using the new Roadside Safety Audit program methodology.
- The MPO will continue to support and cooperate with the ODOT District One Safety Review Team and an ODPS mandated Safety Review Committee to investigate fatal and serious injury crashes. The MPO will also annually establish targets and publish the Safety Performance Targets as per 23 CFR 490.207(a) (1-5).
- Staff will review the most recent Federal guidance to ensure the Agency's commitment to addressing Title VI of the Civil Rights Act of 1964 remains appropriately documented. The MPO will revisit and update the Agency's Title VI Program Implementation Plan and Environmental Justice reporting requirements according to FHWA and ODOT guidance. The Agency will continue to record any Title VI complaints and submit annual update reports to ODOT. The Agency will take advantage of Title VI training opportunities for its staff and committees as available and appropriate.

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## SHORT RANGE PLANNING (Continued)

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### **Methodology (Continued):**

- The MPO will establish available LEP resources in the community and assess whether a formal LEP Plan is warranted.
- As part of the LRTP and TIP programs, the MPO will evaluate each of the proposed projects/services for Environmental Justice implications and concerns to ensure no systemic, disproportionate, or adverse impacts to the low-income, minority, disabled, or LEP populations.
- The Agency will continue to monitor federal, state, and local data sources to maintain information on available DBE firms and LEP populations to support their inclusion in the transportation planning process.
- The MPO will continue to explore its management, policy, and technological commitment to public involvement.
- The MPO will work to increase meaningful public involvement by integrating Virtual Public Involvement (VPI) tools, devices, and equipment into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices.
- The MPO will work to advance racial equity and support underserved and disadvantaged communities by ensuring public involvement and that plans and strategies reflect various perspectives, concerns, and priorities from impacted areas.
- The MPO will continue to work and consult with state and local agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation.
- Recognizing other agencies are the lead agencies for manmade, and natural disasters, the MPO will work with the Office of Homeland Security, Emergency Management Agency, Local Emergency Planning Committee, Ottawa River Coalition, Environmental Advisory Committee, and local fire/law enforcement agencies to support their roles related to transportation, safety, and environmental data sets/analyses.
- The MPO will work to identify and cooperate with local government, industry, business groups, and economic development organizations interested in developing/supporting common concerns involving congestion and travel time reliability, safety, freight, and commerce.

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## SHORT RANGE PLANNING (Continued)

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### **Methodology (Continued):**

- The MPO will maintain an updated list of all required stakeholders and planning partners across the community.
- Non-traditional planning partners in the community will be targeted for ongoing consultation, including pedestrian and bicycling.
- Public information and outreach targeting the relationship between transportation, land use, air/water pollution, and their collective impact on health and the environment will be undertaken.
- The effectiveness of the Work Program will be monitored on a regular basis to ensure that it is meeting the deliverables and that it continues to meet the needs of the area member governments and the general public.
- Staff will continue to review its internal committee structure; committee composition; public meeting formats, including accessibility by location, time, and mode; public notification processes; and use of technology, including the use of visualization techniques and posting of transportation studies, reports, and plans in electronically accessible formats on the world wide web.
- Staff will undertake various tasks to ensure the Public Participation Plan is successfully integrated within the MPO planning process as per the FAST Act.
- The MPO staff will continue participating in forums with ODOT, FHWA, and FTA to discuss planning, policy, financial and technical issues and concerns.
- The MPO will facilitate continuing, cooperative, and comprehensive urban transportation planning activities for the planning area.
- Staff will continue to attend OARC/ODOT meetings as required.
- The MPO will facilitate/support, prepare for, and participate in transportation-related conferences, training, workshops, seminars, and courses.
- The MPO will prepare, submit, review, adopt and release transportation-related planning documents as required.
- Training, development, and orienting of new staff members will occur as needed, warranted, and available.

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**SHORT RANGE PLANNING**  
(Continued)

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**Product(s):**

- SFY 2022 Completion Report; August 2022
- Draft FY 2024 Unified Planning Work Program; March 2023
- Title VI Self-Assessment Compliance Report; March 2023
- Final FY 2024 Unified Planning Work Program; May 2023
- Identify High Crash Intersection Locations; May 2023
- Title VI Program Implementation Plan Update; May 2023
- Roadside Safety Audits; Upon Request
- Transportation-Related Information Assistance; Ongoing.
- Publication of Quarterly Newsletters; Continual.
- Staff Website Posting & Maintenance; Ongoing
- Ongoing Revisions to PPP and Community Stakeholders; Ongoing
- Documentation of Community Outreach & Public Involvement; Ongoing.
- OARC Involvement; Continual
- Safety Review Team Meetings; Ongoing
- Transit & Airport Board Meetings; Ongoing.
- Staff Development, Training & Orientation; Continual

**Subcategory 601:**

**Time Allotment: 2,420 Hours**

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**Subcategory  
602  
ODOT/FHWA**

## **TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

### **Objective:**

To respond to local transportation needs, program eligible projects for federal financial assistance within a multi-year program and ensure compliance with all federal planning requirements including fiscal constraints.

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### **Purpose:**

To develop and maintain a list of local, viable, prioritized transportation projects following the MPO's Long-Range Transportation Plan; and ensure the effective utilization of federal financial assistance.

### **Previous Work:**

The MPO has worked with local stakeholders to ensure timely delivery of projects thru the TIP adoption and amendment processes. The MPO completed the FY 2021-2024 TIP preparation and adoption in May 2020. The MPO continues to review and amend the TIP as warranted; all TIP amendments are posted to the Agency website.

### **Methodology:**

- The MPO will continue to support and cooperate with ODOT to deliver the projects identified in the current FY 2021-2024 period.
- The MPO will complete periodic revisions and administrative amendments to the TIP and publish an annual listing of federally obligated transportation projects.
- The MPO will continue evaluating and revising the MPOs Transportation Project Selection Process to reflect better FHWA/FTA performance measures and the MPOs LRTP to ensure candidate projects are consistent with the process.
- The MPO will support and deliver the 4-year program for the FY 2021-2024 period as per 23 CFR 450.324 and in compliance with the Agency's PPP, Title VI programming, and EJ analyses. Therein the MPO will document the review and approval of all projects in the TIP and produce documentation of the document's fiscal constraint. Special emphasis will be placed upon maintaining the TIP Financial Plan, fiscal constraints, and an approved obligated annual element.

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**TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**  
(Continued)

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**Methodology (Continued):**

- The MPO will assess fiscal controls and balance the financial demands of local projects with available federal funding by utilizing one or a combination of approaches, including (1) borrowing between annual SAC budgets; (2) carrying funding over to accumulate funding for a higher cost project; (3) employing the use of ODOT/OARC policy on sharing Obligation Authority; and, (4) capping its federal participation in local projects.
- The MPO is committed to an open-ended, evolving public involvement process that will be refined and revised as comments from our stakeholders are received.

**Product(s):**

- Listing of Obligated Projects Posted; September 2022.
- Draft FY 2024-20127TIP; March 2023.
- Final FY 2024-2027 TIP; May 2023.
- Revised Transportation Project Selection Process; Ongoing.
- Quarterly STIP/TIP Amendments; July/August 2022 & January/April 2023.

**Subcategory 602:**

**Time Allotment: 1,336 Hours**

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## CONTINUING PLANNING - SURVEILLANCE

**Subcategory  
605  
ODOT/FHWA**

### **Objective:**

To acquire and maintain the data necessary to support performance on the existing urban transportation system and facilitate the comprehensive coordination of transportation improvements

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### **Purpose:**

To maintain the data and analytical means required to support effective decision-making necessary to sustain the continuing, cooperative transportation planning process and ensure the development of a coordinated transportation system. The MPO will integrate coordination between and amongst local governments, the ACRTA, the MPO, and ODOT concerning the performance-based planning process. More specifically, the MPO will concentrate on data collection, data analysis, data sharing, target setting, and reporting regarding the transportation system's performance relative to bikes and pedestrians, safety, bridge conditions, pavement conditions, system reliability, freight movements, and transit assets. To further such ends, the MPO will work to:

- Maintain a computerized database of vehicular crash listings to support safety analyses, prioritize safety improvements
- Document and monitor existing transportation facilities, their classification, characteristics, and level of service measured in terms of capacity and operational efficiency. The MPO will use the integration of various data sets to identify engineering deficiencies and recommend countermeasures to improve the performance of existing transportation facilities to relieve vehicle congestion and maximize the safety and mobility of people and freight.
- Monitor and assess traffic volumes at selected roadway and bridge sites to maintain a database to evaluate the accuracy of traffic forecasts and the validity of various assumptions of the transportation planning process.
- Assist local government stakeholders, including the local transit agency, port and airport authorities, and not-for-profit paratransit operators with technical assistance in incorporating safety and security in transportation planning activities.
- Inform local elected officials, developers, law enforcement personnel, service clubs, neighborhood organizations, and members of the general public through the news media, technical reports, speaking engagements, and various committee meetings.

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## CONTINUING PLANNING - SURVEILLANCE (Continued)

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### **Purpose (Continued):**

- Document bike/pedestrian counts to further alternative commuting options and advance effective capital investments to support the same.

### **Previous Work:**

The collection of traffic counts is an ongoing process; traffic count databases reflect 2000 thru 2021 data. The MPO has worked to develop a localized crash database since 1987. Crash Summary Reports have been produced on an annual basis since 1992. Crash analyses, traffic counts, and traffic flow maps have been a staple of the MPO since 1996. In FY 2010, the MPO worked with local governments to identify and ameliorate high water hazardous conditions on area roadways. In 2012 and 2013, the MPO worked with local law enforcement and the Transit Authority to develop on-site surveillance cameras. In 2013, the MPO coordinated the first bike/pedestrian counts which have been ongoing since. In 2015, the MPO worked to identify the extent and severity of injury crashes across local political subdivisions. In 2016, staff documented traffic flow characteristics and service levels during AM, Noon, and PM peak hours over higher-order roadways on the functional classification system. In 2016, the MPO worked to intensify efforts to identify and mitigate serious injury crashes/locations. In 2017 and 2018, staff continued preparing fatal crash reports, crash summary reports, and intersection improvement studies. Staff also created traffic count and traffic flow maps. In 2019 and 2020, staff worked to document pavement condition ratings upon the higher-order roadways of the functional classification system and all county and township roads

### **Methodology:**

- Utilizing information obtained from ODPS and ODOT, the MPO will prepare a Crash Summary Report for Allen County. The MPO will monitor motor vehicle crash locations by roadway intersections, and high crash intersection locations will be identified. Intersections will be assessed by crash frequency, crash severity, and crash rates. High crash intersections will be ranked and identified in tabular and mapped formats for public distribution. The MPO will also release a Fatal Crash Summary Report.
- The MPO will continue its traffic counting and mapping programs focusing upon localized areas of concern, asset management issues, travel demand modeling needs, and performance management concerns. The MPO will collect traffic counts targeting at-grade rail crossings and forward the same to the PUCO and ORDC to establish safety coefficients at such crossings. The MPO will also use current traffic counts to establish crash rates and support safety audit recommendations.



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## CONTINUING PLANNING - SURVEILLANCE

(Continued)

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### **Methodology (Continued):**

- Utilizing the proprietary StreetLight data software program in coordination with ODOT, LACRPC will identify and analyze projects to evaluate the transportation system's condition, performance, and progress. Information on the physical and operational conditions of the existing transportation system will be collected. Data on roadway characteristics will be collected to establish current service levels, especially at problematic intersections and corridors, with preference given to those located on the federal functional classification system.
- Consistent with planning requirements of the FAST Act, the MPO will establish baseline performance measures with ODOT and the ACRTA and work to quantify such efforts to explore better alternative management, program operations, and intelligent transportation systems applications. The MPO will work with ODOT, the Allen County Engineer and local units of government to support and advance transportation performance management and performance-based planning and programming across the region's transportation network. More specifically, the MPO will establish programming and targets.
- The MPO will work with ODOT and local units of government to document: Safety Performance Targets as per 23 CFR 490.207(a) (1-5); Pavement Asset Performance Targets as per 23 CFR 490.307(a) (1-4); Bridge Asset Performance Targets as per 23 CFR 490.407(c) (1-2); and, Transit Asset Management Targets as per 49 CFR 673 or as additional guidance becomes available.
- The MPO will research available venues to deliver the status of such targets and commits to annually publish performance targets on the Agency website to advance transparency and local understanding of the expanse and complexity of the region's transportation system.
- The MPO will work with local government and community stakeholders to develop transportation-related information in a consistent format that is readily understood and easily recognized to advance public education and awareness.
- The MPO will utilize the proprietary StreetLight Data software program and other available means to gather information for all stakeholders based upon needs and requests.

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## **CONTINUING PLANNING - SURVEILLANCE**

(Continued)

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### **Methodology (Continued):**

- The MPO will work to incorporate strategies to improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities.
- The MPO will plan for the safety of all road users. Particularly those on arterials, through infrastructure improvements and advance speed management.
- The MPO will incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs. The MPO will collect, utilize, and share data related to freight, bike and pedestrian planning, equity analyses, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety.

### **Product(s):**

- 2021 Crash Summary Report; October 2022.
- 2021 High Hazard Intersection Listing; October 2022.
- 2021 High Hazard Intersection Maps; October 2022.
- 2022 Traffic Counts Maps; February 2023.
- 2022 Updated Web-Based Traffic Counts; March 2023.
- Maintenance of Crash Records File; Continual.
- Maintenance of Traffic Count Records File; Continual.
- Transportation-Related Information Assistance; Continual.

### **Subcategory 605:**

**Time Allotment:**

**382 Hours**

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## TRANSPORTATION – STP (PID 110313)

**Subcategory  
605.8  
ODOT/FHWA**

**Objective:**

the foundation for sustainable development through interagency collaborative practices and management strategies that target increased accessibility, cleaner air and water, improved health conditions, and broad-based economic and community development indicators as quantitative benchmarks to assess progressive incremental improvements.

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**Purpose:**

To develop and implement policies and practices that further leverage investments in our local communities and neighborhoods by increasing transportation choices, promoting equitable/affordable housing, economic development, and increasing employment opportunities in a truly complementary fashion. Developing policies regarding transportation-related improvements where the built environment is improved thru a deliberative process of public input, where acceptable design guidelines are established and adopting regulatory policies. The MPO will seek to develop and utilize a wide array of public outreach methods to document sustainability, livability, and quality of life issues. Thru interagency coordination, the MPO will develop the rationale and planning processes necessary to support community wellness, livability, improved public transit services, "walkable communities," and "complete street" initiatives.

**Previous Work:**

In FY 2012, staff worked with local stakeholders to create a working advisory group of non-traditional stakeholders to support the overall community-based initiative. Staff also worked with local service providers to establish and integrate community indicators reflective of sustainability on the Agency website. In FY 2012, staff worked with community stakeholders to bring several high-profile public awareness events focusing on Active Transportation to Allen County. In 2013, RPC staff worked with representatives of the ACHD, Transit Authority, FACTS Coalition, AAA<sup>3</sup>, and LACCA and examined various initiatives to address transportation and health disparities. In FY 2013, the MPO continued to identify specific barriers to community livability, and sustainability targeting increased access to education, job training, and employment sites with public transportation services. In FY 2014, the MPO worked with the Sustainability Committee (AKA Activate Allen County) to identify the food deserts in Allen County, identifying nearly 18,000 underserved people. Since 2014, the MPO has worked with community stakeholders to document bicycle and pedestrian counts. In 2016, staff worked with area partners to further the development of a DRAFT Active Transportation Plan; in 2017, the Active Transportation Plan was adopted. In 2018 and 2019, the MPO worked to integrate projects identified and recommended in the Active Transportation Plan to support sustainable development patterns and provide the population with modal choices. The Plan was amended in 2019 to reflect support and commitment for developing safe routes to area schools and the need to support the inclusion of ADA Transition Plan projects. In 2018, 2019, 2020, and 2021 efforts supported the development and integration of ADA Transition Plans and Safe Route to School Travel Plans in various municipalities.

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## TRANSPORTATION – STP (PID 110313)

(Continued)

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### **Methodology:**

- Staff will support community initiatives/activities that incorporate sustainability concepts in the transportation decision-making process.
- The MPO will increase public awareness and acceptance of the benefits associated with transportation choice, multi-modal transportation systems, improved access to housing and employment, and reduced emissions.
- The MPO will continue to reach beyond usual stakeholders and seek collaboration with groups/agencies from faith-based organizations, neighborhood groups, employment agencies, transit, public health, and other "non-traditional" sectors to address transportation impacts.
- The MPO will support access management and integration of complete streets policies, establish active transportation options, and support Safe Routes to Schools programming.
- The MPO will review current policies, rules, and procedures to determine their impact on safety for all road users, include provisions for safety in future transportation infrastructure, particularly those outside automobiles.
- The MPO will plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists.
- The MPO will provide technical assistance to those political subdivisions interested in furthering energy efficiency and reducing dependence on fossil fuels to foster a cleaner, healthier environment.
- Staff will partner with these entities in a process that establishes a community vision and action plan that removes barriers to realizing a more equitable, healthy, accessible, and safe, livable community. The MPO will monitor various social issues that include but are not limited to health, crime, and safety to achieve these goals. Such efforts will target areal disparities and equitable access to transportation for meeting basic needs, including fresh food, medical facilities, parks, and schools. Access to appropriate medical facilities, treatment centers, and requisite housing will also be addressed.

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## TRANSPORTATION – STP (PID 110313)

(Continued)

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### **Methodology:**

- Staff will support various initiatives to develop public policy and practical strategies to implement real change based in part on the YMCAs "Pioneering Healthier Communities," the Center for Disease Control & Prevention (CDC) "Healthy Communities" initiative, Easter Seals Project Action to develop Livable Communities, United Way's "Goals for the Common Good," and sustainable development proposals predicated on collaborative efforts by and for HUD, USEPA, USDOT, WOCAP, and Lima Housing Task Force.
- The MPO will provide the information needed to make smart choices to reduce vehicle miles of travel and commuting costs while enhancing air quality and improving personal and local health conditions.
- The MPO will work with regional employers to promote retention through affordable, convenient, and sustainable commute options to maximize employee attraction and retention within the region.
- Staff will work with local stakeholders to implement policies and programs supporting the MPOs Active Transportation Plan (ATP).
- Staff will assist local communities in analyzing transportation impacts on neighborhood housing, employment opportunities, and transportation costs. Staff will gather data to promote equitable and affordable housing and employment opportunities.
- Staff will consider equitable and sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations.
- Staff will work to develop practices that sustain and expand bike/pedestrian facilities and support the development of a regional bike/pedestrian system, land use planning efforts that foster more compact development that promotes non-motorized transportation, and the identification of ped/bike projects deemed critical to fostering more walkable neighborhoods and critical sections of the regional ATP. Staff will initiate or build upon data, studies, or reports that advance a more balanced transportation network inclusive of such modes as walking, biking, public transit, paratransit, and passenger rail options.

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## TRANSPORTATION – STP (PID 110313)

(Continued)

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### **Methodology:**

- Staff will continue involvement in intercity transportation service planning through coordination with MPO members and others on discussions of rail service and other modes to and through the Lima/Allen County area. This would include Chicago to Columbus, Cleveland, or different possible routes. The MPO will continue to support, assist and help coordinate activities amongst agencies and modes interested in furthering the same.
- Staff will continue to support local governments, Activate Allen County and the Allen County Bicycle and Pedestrian Task Force to educate the public in areas of traffic safety, and identify funding opportunities to enhance active transportation options across the community.
- The MPO will also work with Activate Allen County, Allen County Bicycle, Pedestrian Task Force, Allen County Public Health, and ODOT District 1 to ensure local Safe Routes to School Travel Plans are developed and updated to ensure safe, appropriate and accessible paths to school are provided across the MPOs 12 different school districts. In addition, the MPO will work to document health and safety-related impacts of motorized and non-motorized transport, educate young bicyclists and pedestrians as to the rules of the road across multiple venues, support walking and biking to school events, bicycle rodeos, walking school bus activities and, dump-the-pump days and ozone action days.
- The MPO will actively work to address active transportation options and incorporate the transportation provisions of the ADA into its urban transportation planning program. Active transportation options provide the multimodal options necessary to ensure equity in the distribution of federal funding. Active transportation options also support the intent of the ADA and ensure that pedestrians with disabilities have the opportunity to use the transportation system in an accessible and safe manner. An integral component of the ADA planning process is for local governments to prepare and implement ADA Transition Plans that inventory accessibility conditions and define strategies and schedules for implementing fully accessible pedestrian networks. The MPO intends to continue to work with member local governments to assist in developing ADA Transition Plans and review local government transportation improvement project funding requests to promote consistency with ADA accessibility standards. In addition, the MPO will use MPO STP funding (PID 110312 and PID110313) to accommodate the same.

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**TRANSPORTATION – STP (PID 110313)**  
(Continued)

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**Product(s):**

- Sustain Working Group of Non-Traditional Stakeholders; Continual.
- Maintain & Integrate Sustainability in Agency Website; Continual.
- Develop Public Awareness of Emissions Factors; Ongoing.
- Maintain & Implement Active Transportation Plan Components; Continual.
- Attend Activate Allen County Meetings; Ongoing.
- Support the Allen County Bicycle & Pedestrian Task Force; Ongoing.
- Support Lima Housing Task Force; Ongoing.
- Validate and Map Bike/Pedestrian Counts; Ongoing.
- Support and Develop ADA Transition Plans; Ongoing.
- Support and Develop Safe Route to School Travel Plans; Ongoing.
- Technical Assistance; Ongoing.
- Support and Develop Complete Streets Policies; Ongoing.

**Subcategory 605.8:**

**Time Allotment:**

**840 Hours**

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## CONTINUING PLANNING – REVIEW, AND APPRAISAL

**Subcategory  
610  
ODOT/FHWA**

**Objective:**

To compare the results of surveillance activities against the current 2040 Long Range Transportation Plan (LRTP) and to assess the adequacy of the existing network to prepare a periodic update that complies with federally mandated transportation goals and priorities

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**Purpose:**

To evaluate the current status of the regional transportation system and or identify necessary improvements to the system that will guide the investments and advancement of the system for at least 20 years into the future. To realize the same, the MPO

- Provide the necessary information to ODOT's Office of Statewide Planning & Research to calibrate the traffic forecast and travel demand model for the Lima Urbanized Area.
- Support ODOT's initiative to advance balanced modal transportation networks and expand modal travel options across all periods of the day within the State's urban areas.
- Develop the means to familiarize local member governments with the FAST Act goals, planning factors, and performance measures required under the current transportation planning regulations to develop the LRTP and support long-range planning procedures.
- Support the existing Long-Range Transportation Plan while developing the variables for a 2045 Plan Update taking care to integrate community stakeholders in the consultation requirements of Plan development according to state and federal planning requirements.
- Support further development of travel demand model capabilities to support and enhance the development of transportation planning alternatives and improved decision-making related to transportation and economic development projects.
- Utilize the transportation planning process to accelerate the transition toward electric and other alternative-fueled vehicles, plan for a sustainable infrastructure system that works for all users, and undertake actions to prepare for and adapt to the impacts of climate change. Identify Barriers to and Opportunities for Deployment of Fueling and Charging Infrastructure



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## CONTINUING PLANNING – REVIEW, AND APPRAISAL

(Continued)

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### **Purpose (Continued):**

- Identify transportation system vulnerabilities to climate change impacts and evaluate potential solutions. Then, promote transportation plans and infrastructure investments to help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030 and net-zero emissions by 2050 by evaluating opportunities to reduce greenhouse gas emissions.

### **Previous Work:**

In FY 2011, the MPO integrated peak and off-peak traffic counts by vehicle class within its travel demand model to support model development reflecting AM, PM, and off-peak networks. In 2012, the MPO supplied traffic count data to re-calibrate the travel demand model. In FY 2013, ODOT ran several alternative analyses to support long-range planning assessments. In FY 2014, the Agency adopted a 2040 Transportation Plan for Allen County. In FY 2015, 2016, and 2017, the Agency worked to provide updated traffic and model variables across Allen County Traffic Analysis Zones. In FY 2018, the MPO adopted the 2040 Transportation Plan Update.

### **Methodology:**

- Staff will collect, research, and prepare socio-economic, demographic, housing, and land use data, inclusive of utilities, zoning, etc. to support amendments, additions, and validation of the MPOs travel demand model, local land use plans, and the current short-range FY 2021-2024 TIP.
- Staff will collect, track, and update changes in housing units, school enrollment, employment and population, and significant land-use changes through the review and documentation of proposed land divisions and transfers, zoning applications, site plans, and subdivision plans.
- The MPO will identify and cooperate with regional governments, area agencies, and local non-profit entities interested in supporting common goals on transportation planning topics such as safety, freight, transit services, livability, and commerce.
- The MPO commits to supporting ODOT in multijurisdictional planning to ensure multiple perspectives improve coordination and implement effective planning across wider geographic areas.
- The MPO will maintain a comprehensive list and location of hydric soils, aquifers, springs, wetlands, floodplains, and prime farmland.

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## CONTINUING PLANNING – REVIEW, AND APPRAISAL (Continued)

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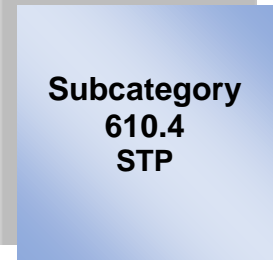
### **Methodology (Continued):**

- The MPO will monitor the presence or the reported presence of endangered plants, animals, birds, fish, amphibians, insects, and mollusks.
- The MPO will ensure consistency between transportation improvements and planned growth and economic development patterns.
- Supporting model capabilities, fixed-route transit data will be reviewed to ensure data consistency through the 2040 Plan horizon.
- The MPO will continue to compile, maintain, and monitor an independent variables file.
- The MPO will continue to collect and code the necessary roadway data on highway network links to support the Roadway Network Capacity Calculator and GIS operations.
- The MPO will support ongoing Census data collection, analysis, aggregation and/or disaggregation of available SF1 and ACS data sets at the block and TAZ levels and formatting of variables to model latest planning assumptions to justify proposed improvements for inclusion in future TIP/Plan updates. Necessary employment data will be reviewed and geocoded. Population projections provided by ODSA will be reviewed.
- Based on transportation conformity guidance provided by OEPA and ODOT, the MPO will work to develop conformity determinations for non-exempt FHWA/FTA projects.
- Staff will also engage in interagency consultation with its federal, state, and local partners according to the MPO's adopted public involvement process to ensure pertinent information is distributed, discussed and general awareness of the issues is achieved.
- Staff will participate in conformity analyses to meet Clean Air Act requirements to the extent required.



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## LONG RANGE PLANNING – STP (PID 110312)



**Subcategory  
610.4  
STP**

### **Objective:**

The MPO is required to conduct a continuing, cooperative, and comprehensive transportation planning process that produces a Transportation Plan for the region with a 20-year horizon

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### **Purpose:**

To undertake a comprehensive and strategic approach, using measurable goals and objectives necessary to sustain a Long-Range Transportation Plan (LRTP) and land-use plans that will improve and maintain intermodal transportation through 2045:

### **Previous Work:**

In FY 2019, the MPO adopted the 2040 Transportation Plan.

### **Methodology:**

- The MPO will support the integration of the 2040 LRTP projects in a continuing, comprehensive, and cooperative manner in which local stakeholders work to develop the planned transportation system that will meet the needs of the community thru 2040.
- The MPO will work to sustain the public involvement process necessary to integrate the transportation perspectives of the general public, its regional partners, and ODOT. Cognizant of federal legislation, the MPO will work with its stakeholders to establish and set measurable objectives to advance stated goals. Performance-based planning measures under 23 CFR 490 are integrated within the LRTP.
- Trend analyses reflecting demographic and economic factors will be tracked.
- The MPO will continue to quantify needs across the transportation system, including all modes, including public transit and freight (rail, local, and over-the-road haulers).
- The MPO will use a consensus-based approach to select eligible projects to advance the region's existing land use and transportation goals.
- The 2040 conditions will be predicated upon ODOT travel demand forecasts and fiscal projections.
- The MPO will monitor social and environmental factors such as accessibility, air, and water quality.

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## LONG RANGE PLANNING – STP (PID 110312) (Continued)

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### **Methodology (Continued):**

- The MPO will monitor the LRTP program of projects to ensure consistency through its adopted public involvement process and work to ensure that it engages low-income and minority populations.
- The MPO will provide coordination and assistance to member jurisdictions to promote transportation efficiency while updating local comprehensive plans and ensuring consistency thru its adopted public involvement process.
- The MPO will provide input, as requested, on proposed zoning changes, subdivision, and development plan submittals. This includes plan review, providing staff reports, and participating in the technical, subdivision, and zoning meetings/hearings. The MPO will collect, research, and prepare socio-economic, demographic, housing, and land use data, including utilities, zoning, etc., to support amendments, additions, and validation of the MPOs long-range transportation plan. Staff will collect, track, and update changes in housing units, school enrollment, employment and population, and significant land-use changes by reviewing zoning applications, site plans, and subdivision plans.
- The MPO will provide coordination and assistance to local emergency planners to include preparedness and recovery plans for a variety of manmade and natural disasters, including pandemics and other health-related emergencies
- The MPO will identify and cooperate with regional governments, area agencies, and local non-profit entities interested in supporting common transportation goals. The MPO will use MPO STP funding to accommodate the same.
- The MPO will coordinate with the Department of Defense (DOD) representatives in the transportation planning and project programming process on infrastructure and connectivity needs for the Strategic Highway Network (STRAHNET) routes and other public roads that connect to DOD facilities.
- The MPO will coordinate with Federal Land Management Agencies (FLMAs) in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands.

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**LONG RANGE PLANNING – STP (PID 110312)**  
(Continued)

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**Product(s):**

- Bluffton Comprehensive Plan, May 2023.
- 2045 Transportation Plan, August 2023.
- USDOT Conformity, September 2022.
- Maintain Inventory of Recreational Facilities in Allen County; Continual.
- Maintain Inventory of Educational Facilities; Continual.
- Develop Inventory of Public Water Systems & Sewer Systems; Ongoing.
- Service to District 13 Natural Resource Assistance Council; Continual.

**Subcategory 610.4 STP:**

**Time Allotment: 1,309 Hours**

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**Subcategory  
674  
FHWA/ODOT**

**MASS TRANSPORTATION –  
Transit/Specialized Transportation Program Services**

**Objective:**

To develop, assess and assist in implementing alternative strategies to improve public and private transportation services to the transportation-disadvantaged community within Allen County, Ohio.

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**Purpose:**

To facilitate the provision of specialized transportation to senior citizens and individuals with disabilities and those disadvantaged persons without personal transportation and where existing transportation services are unavailable, inappropriate, or insufficient

**Previous Work:**

The MPO developed the Allen County Public Transit Human Services Transportation Coordination Plan (adopted 2009) and assisted ODOT with the FTA Specialized Transportation Program thru FY 2017. In addition, the MPO developed the West Central Ohio Regional Transportation Coordination Plan adopted by Allen, Auglaize, Mercer, and Van Wert counties at the request of the Area Agency on Aging 3 (AAA<sup>3</sup>) and ODOT in December 2017; after that, AAA<sup>3</sup> became responsible for all FTA 5310 programming. Finally, the MPO supports transportation stakeholders in expanding the geographic reach, diversity of ridership, and transportation funding opportunities.

**Methodology:**

- The MPO will continue to support local governments, agencies, and non-profit entities interested in supporting common goals in delivering transportation services, employment, livability, and commerce.
- The MPO commits to support ODOT in its monitoring of paratransit coordination. The MPO will continue to attend the FACTS transportation coalition meeting.
- The MPO will continue to support the delivery and implementation of the FTA/ODOT 5310 Program, inclusive of grant notifications, grant assessments, vehicle inspections, and vehicle reporting.
- The MPO will ensure public and private sector input inclusive of non-profit transportation providers, health and human service agencies, and the general public will be made available to ACRTA, ODOT, and the Mobility Manager.

**Product(s):**

- FACTS Coalition Participation & Support; Ongoing.
- Citizens Accessibility Advisory Committee Support; Ongoing.

**Subcategory 674 STP:**

**Time Allotment:**

**191 Hours**

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## MASS TRANSPORTATION – ACRTA

**Subcategory  
675  
FHWA/ODOT**

### **Objective:**

To promote and provide safe, efficient, reliable, and cost-effective public transportation services.

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### **Purpose:**

The ACRTA will continue to work with local stakeholders to identify concerns, assess gaps in service, and introduce necessary service modifications to better meet the public's needs. The ACRTA looks to provide high-quality services and acknowledges Federal Transit Administration reporting requirements.

### **Previous Work:**

The ACRTA continually reviews its ability to render quality service and on-time performance. The ACRTA has been actively participating in coordinating service across various planning levels. The ACRTA continues to work with the MPO, Mobility Manager, and FACTS Coalition to enhance transportation options for the disadvantaged. In 2016, ACRTA received Medicaid waiver eligibility to support paratransit service. In 2017, the ACRTA worked with the MPO to develop and implement a Transit Asset Management approach. After suffering a .25 percent sales tax levy loss in 2017, transit services were cut back to ensure fiscal solvency. In 2019 a .10 percent sales tax levy was passed, and the ACRTA began planning to rebuild the system to its previous level of service. All scaled-back services were restored, and routes to Bluffton and Delphos were added in 2021. Weeknight hours were reduced in fall 2021 due to staffing shortages with the intention of restoring those services in 2022.

### **Methodology:**

- Under MAP-21 and the FAST Act, the ACRTA has begun a transition to performance-driven, outcome-based programming. The Transit Authority and the MPO are working to integrate performance-based planning in the Transit Authority's data collection and reporting procedures, project prioritization and selection processes, and budgeting as established in the ACRTA's Transit Development Plan, Asset Management Plan, and Safety Plan. Subsequent to this approach, the ACRTA has linked investment priorities with performance measures targets with ODOT and the MPO in the STIP/TIP development process. For example, working with ODOT, the ACRTA established targets establishing a state of good repair (SGR) for capital rolling stock and its facilities and safety performance targets that advance state and national objectives.



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## MASS TRANSPORTATION – ACRTA

(Continued)

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### **Methodology (Continued):**

- The ACRTA, with the support of ODOT and the MPO, has adopted a Public Transportation Agency Safety Plan built on a template prepared by ODOT to minimize fatalities, injuries, major mechanical failures, and safety events while maximizing system reliability. The Safety Plan is intended to help guide and manage safety risks. The ACRTA will work with ODOT and the MPO to ensure the required elements of the Plan are established and safety performance targets are met. Critical parts of the Plan include defined safety roles and responsibilities, strong executive safety leadership; formal safety accountabilities and communication; effective policies and procedures; and active employee involvement.
- The ACRTA must work with the MPO to submit an annual report reflecting performance targets for the following year. In addition, the transit provider is also required to submit an annual narrative that describes the change in the condition of the provider's transit system and describes the progress made during the year to meet the performance targets set in the previous reporting year (49 CFR§625.55).
- The ACRTA will continually review its ability to maintain its capital assets, provide quality service, and ensure its reliability and on-time performance.
- The ACRTA, in cooperation with MPO efforts, will collect and monitor information gathered through route surveillance, operator input, and consumer contact to assess and address service levels, the need for specialized services, special contingency plans, fare structure, and capital needs. In addition, transit officials will periodically consider route and system productivity measures to ensure system performance and assess needed improvements to meet customer demands.
- The ACRTA will review its fare structures and service levels to provide efficient, productive, equitable, safe, and secure public transit services. In addition, the ACRTA will review its internal policies regarding fare structure and services, including route modifications in light of Title VI requirements.
- Staff will reexamine its fixed route and demand response services in light of demand response and complementary paratransit program policies to evaluate the effectiveness of existing eligibility criteria, no-show, and suspension policies.

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## MASS TRANSPORTATION – ACRTA (Continued)

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### **Methodology (Continued):**

- Staff will integrate and assess its Safety Plan policies and program plans, including incident command and electronic device policies.
- The ACRTA will reassess its internal program policies to assess drug testing and required substances.
- A Financial Plan shall be established for five years to provide the basis for capital investment plans, maintaining existing public transit service levels, and establishing reserve funds. The ACRTA will work to advance its internal financial capacity and funds management and expand flexible funding opportunities with the MPO and local agencies.
- The ACRTA will review and update its Maintenance Plan and Transit Development Plan, targeting goals and objectives reflecting the current fleet of vehicles and facilities inclusive of SGR and manufacturers' recommended maintenance requirements. The ACRTA will acknowledge its responsibilities outlined under its Tier II status and monitor and maintain a Transit Asset Management (TAM) Plan.
- The ACRTA will continue to participate in the coordinated public transit human services transportation planning process that identifies the needs of individuals with disabilities, older adults, and people with low incomes.
- The ACRTA will work with the MPO, paratransit operators, social service providers, and economic development professionals to assess and expand transit/paratransit services, specifically to connect disadvantaged and low-income individuals, seniors, youths, and others with local workforce training, employment centers, health care, and other vital services. Staff will work with the FACTS Coalition to address ADA complementary service limits and capacity constraints.
- The ACRTA will ensure that its Title VI Program is reviewed and updated annually and that its website and publications reference its obligations. The ACRTA will assess the LEP population's existing access to public transportation services, including their frequency of use and ability to navigate the system.
- The ACRTA will establish an MOU with the MPO detailing their mutually supportive roles.

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**MASS TRANSPORTATION – ACRTA**  
(Continued)

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**Product(s):**

- Transit Asset Management (TAM) Plan Update; October 2022
- Establish Memorandum of Understanding (MOU) with MPO; January 2023.
- Drug Testing; Continual.
- Marketing Efforts by staff; Continual.

**Subcategory 675 RTA:**

**Time Allotment:**

**N/A Hours**

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## MASS TRANSPORTATION – MPO

**Subcategory  
675.4  
FHWA/ODOT**

### **Objective:**

To advance and promote the delivery of safe, efficient, reliable, and cost-effective public transportation services as a means to greater mobility options.

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### **Purpose:**

The MPO will work with the Transit Authority to enhance the experience and quality of public transportation services provided by the Allen County Regional Transit Authority (ACRTA). The MPO will provide technical assistance to the Transit Authority in collecting, assemblage, and subsequent reporting of data relative to transit ridership, operations, maintenance, safety and security issues, and capital investments.

### **Previous Work:**

The MPO has aided in analyzing the efficiency and effectiveness of the Transit Authority's fixed route, demand response, and ADA service areas since 1992. More recently, the MPO has assisted the ACRTA with boarding and alighting studies (2014), ridership surveys (2016), service and route alternatives (2016), programming of capital projects (2017), and supported its public participation processes (2017). However, in 2018 and 2019, MPO services were minimized due to fiscal constraint issues.

### **Methodology:**

- Consistent with the FAST Act, the MPO will work with ODOT and the ACRTA to adopt a performance-based management approach focused on asset management, the "state of good repair," and public safety. The goals are specified under 49 U.S.C. §5301(b) & §5329(d)(1)(E).
- The MPO will also work with the Transit Authority to monitor Title VI and the LEP populations and document existing access to public transportation services. The MPO will work with the Transit Authority to assess and support warranted and fiscally responsible acquisitions, including rolling stock, to advance system productivity and increase operational efficiencies
- The MPO will work with the Transit Authority to prepare financial plans to support capital investments and existing public transit service levels.
- The MPO will also work with the Transit Authority to investigate the needs of the LEP population and the population's existing access to public transportation services.
- The MPO will monitor transit activities and assist the management team and transit board in identifying operational improvements, service adjustments, safety issues, and capital improvements.

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## **MASS TRANSPORTATION – MPO**

(Continued)

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### **Methodology (Continued):**

- The MPO will establish a Memorandum of Understanding with the Transit Authority detailing the cooperative relationship necessary to carry out the requisite transportation planning process inclusive of Board representation, TIP process (inclusive of developing the financial Plan, and the annual listing of obligated projects), reaffirmation of the 2040 Transportation Plan, and the public participation process.
- The MPO will work with the Transit Authority to ensure transit plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030 and net-zero emissions by 2050.
- The MPO will work with the Transit Authority to consider equitable and sustainable practices while developing transit-oriented development, including affordable housing strategies and environmental justice populations.
- The MPO will work with the Transit Agency to plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists.

### **Product(s):**

- Assess/Support Public Transit Performance Measures; Ongoing.
- Memorandum of Understanding with ACRTA; January 2023.
- Transit Board Meetings; Ongoing.
- Technical Assistance; Ongoing.
- Drug Testing; Continual.
- Public Outreach & Marketing Efforts by LACRPC staff; Continual.

### **Subcategory 675 MPO:**

**Time Allotment: 191 Hours**

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## ANNUAL REPORT – TRANSPORTATION

**Subcategory  
697  
FHWA/ODOT**

### **Objective:**

To communicate and document the work of the Agency.

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### **Purpose:**

To inform local governmental agencies and the general public on an annual basis of the work performed by the MPO and the ACRTA

### **Previous Work:**

Since its inception (1964), the Agency has released an annual report to more fully comply with transportation mandates and furnish the general public with a better understanding of the issues and the activities confronting the urban transportation planning processes

### **Methodology:**

- The Agency's Annual Report will necessarily document the activities and issues confronting the community concerning traffic, transit, paratransit, and the overall urban transportation planning process. The report will describe traffic and transportation planning activities undertaken by the LACRPC, including the area's current short- and long-range Transportation Plans and an indication of recent plan changes and progress made toward plan implementation. In addition to the Commission's accomplishments, its internal organization, function, and responsibilities will be outlined in the report. Issues and activities reflective of current transit and specialized transportation services will also receive the report's attention

### **Product(s):**

- CY 2022 Annual Report; April 2023.

### **Subcategory 697:**

**Time Allotment:**

**267 Hours**

FY 2023 STAFF PROFILE AND ESTIMATED % OF TIME ALLOCATIONS									
Staff Position	Salary Range	Indirect %	ODOT/ FHWA %	STP %	Local %	RTA %	ODPS %	CDBG%	Total
Executive Director	63,000-97,039	20%	50%	5%	15%	5%	4%	1%	100%
Grants Administrator	52,000-88,214	50%	20%	5%	10%	5%	5%	5%	100%
Planning Engineer	46,500-74,366	5%	75%	5%	15%	0%	0%	0%	100%
Public Outreach and Community Program Planner	36,400-63,974	5%	20%	10%	5%	10%	50%	0%	100%
Assistant Planner	32,760-53,582	5%	55%	35%	2%	2%	1%	0%	100%
Assistant Planner	32,760-53,582	5%	60%	25%	10%	0%	0%	0%	100%
Assistant Planner	32,760-53,582	5%	75%	10%	10%	5%	0%	0%	100%
Administrative Assistant	26,000-36,255	65%	10%	1%	10%	0%	0%	0%	100%
Intern	10-15 per hour	2%	48%	50%	0%	0%	0%	0%	100%
Intern	10-15 per hour	2%	48%	50%	0%	0%	0%	0%	100%

FY 2023 FUND USER SUMMARY			
Funding Source	Direct Labor	Other Direct	Total Overhead
FHWA/ODOT	248,749	14,797	302,608
STP	68,267	66,297	94,018
FTA	11,700	4,592	16,109
ODPS	31,955	3,045	
CDBG	4,061	30	5,961
Local	74,830	7,898	142,591
<b>TOTAL</b>	<b>439,582</b>	<b>96,659</b>	<b>560,917</b>

RATIONALE FOR FUNDING SPLIT				
Subcategory		Rationale for Funding	Hours	Funding
105	Information Services	Government Services	163	LOCAL
201	Emergency Services - Planning	Safety Services	82	LOCAL
205	Safe Community Program	Safety Services	1219	ODPS
302	Keep Allen County Beautiful	Litter Prevention Activities	0	LOCAL
305	Environmental Planning	Environmental Planning	122	LOCAL
401	Regional Development	Regional Planning	154	LOCAL
402	Farmland Preservation	Regional Planning		LOCAL
405	Economic Development	Regional Planning		LOCAL
410	Housing	Regional Planning		LOCAL
415	CDBG Program Administration	Regional Planning	165	LOCAL
501	Zoning Assistance	Developmental Controls	1345	LOCAL
505	Subdivision Regulations	Developmental Controls		LOCAL
510	Floodplain Management	Developmental Controls		LOCAL
601	Short Range Planning	Highway Related Activities	2037	ODOT/FHWA/STP/ LOCAL
602	Transportation Improvement Program	Primarily Highway Oriented Activities	1226	ODOT/FHWA/ LOCAL
605	Continuing Planning - Surveillance	Highway Related	1426	ODOT/FHWA/STP/ LOCAL
605.8	Transportation - STP	Sustainable Communities	1141	STP/LOCAL
610	Continuing Planning - Review and Appraisal	Highway Related	435	ODOT/FHWA/STP/ LOCAL
610.4	Long Range Planning - STP	Highway Related	2014	STP/LOCAL
674	Mass Transportation	Transit & Paratransit Oriented Activities	143	ODOT/FHWA/ LOCAL
675	Mass Transportation - ACRTA	Transit Oriented Activities		ODOT/FTA/LOCAL
675	Mass Transportation - MPO	Transit Oriented Activities	387	ODOT/FTA/LOCAL
697	Annual Report - Transportation	Highway, Transit & Paratransit Related	61	ODOT/FHWA/ LOCAL

**NOTE:** For transportation planning, the Lima-Allen County Regional Planning Commission and the Allen County Regional Transit Authority are the responsible agencies.

COST DISTRIBUTION FOR FY 2023					
Funding Source	Total Cost Allocated	Proposed Distribution			
		Direct Labor	Other Direct	Indirect	Fringe Benefits
FHWA/ODOT	566,154	248,749	14,797	169,652	132,956
STP	228,602	68,287	66,287	57,518	36,499
FTA	32,401	11,700	4,592	9,855	6,254
ODPS	35,000	3,054	3,045		
CDBG	9,682	30	30	3,421	2,171
LOCAL	225,309	7,898	7,898	85,515	57,076
<b>TOTAL</b>	<b>1,097,158</b>	<b>96,659</b>	<b>96,659</b>	<b>325,960</b>	<b>234,957</b>



## ESTIMATED INDIRECT COST POOL FY 2023

	FY 2021 Estimated	FY 2021 Actual	FY 2023 Estimated
<b>Employee Wages:</b>			
Direct Labor	366,773	191,642	351,83
Indirect Labor	102,134	128,322	88,059
<b>Total Labor</b>	<b>468,907</b>	<b>319,964</b>	<b>439,642</b>
<b>Fringe Benefits:</b>			
Sick Leave	36,259	26,822	20,508
Vacation	31,553	28,136	23,617
Holiday	15,902	16,370	20,884
Miscellaneous Leave Pay	1,590	1,152	1,700
<b>Subtotal Fringe Benefits</b>	<b>85,304</b>	<b>72,480</b>	<b>66,709</b>
<b>Other Fringe Benefits:</b>			
Ohio Public Employees Retirement	65,647	54,942	70,889
Health Insurance	95,000	36,149	75,000
Medicare	6,799	5,690	7,342
Worker's Compensation	6,096	-14,776	5,064
Other Benefit	7,657	15,518	10,000
<b>Subtotal Other Fringe Benefits</b>	<b>181,199</b>	<b>97,523</b>	<b>168,295</b>
<b>Total Fringe Benefits</b>	<b>266,503</b>	<b>170,003</b>	<b>235,004</b>
<b>Indirect Expenses:</b>			
Office Supplies	12,000	6,120	10,000
Postage	1,000	739	1,000
Copies	5,000	2,612	5,000
Sundry Supplies	2,500	551	2,500
Electric	18,000	13,986	25,000
Telephone	100	2	100
Vehicle Expenses	200	34	400
Contract Services	63,000	59,977	68,000
Water/Sewer	1,500	1,775	2,500
Repairs	5,000	1,054	5,000
Travel & Meetings	750	0	1000
Depreciation	20,000	16,018	24,000
Software Amortization	0	0	500
Equipment	5,000	0	6,000
Software	3,000	2,578	5,000
Training	1,500	0	1,500
Sundry Expenses	500	3,738	4,000
<b>Total Indirect Costs</b>	<b>142,600</b>	<b>109,184</b>	<b>161,000</b>
<b>Fringe Benefit Cost Rate Computation:</b>			
Total Fringe Benefit Costs	266,503	170,003	235,004
Total Labor Costs (Direct and Indirect)	468,907	319,964	439,642
<b>= Fringe Benefit Cost Rate</b>	<b>56.83%</b>	<b>53.13%</b>	<b>53.45%</b>
<b>Indirect Cost Rate Computation:</b>			
Total Indirect Costs	300,232	305,656	296,130
Only Direct Labor Costs	366,773	191,642	351,583
<b>= Indirect Cost Rate</b>	<b>81.86%</b>	<b>159.51%</b>	<b>84.23%</b>
<b>Summary:</b>			
Total	138.69%	212.64%	137.68%
<b>Total Overhead Cost</b>	<b>138.69%</b>	<b>212.64%</b>	<b>137.69%</b>

**FY 2023 SUMMARY OF PROJECT BUDGET  
SOURCE OF FUNDS**

SUBCATEGORY	AMOUNT BUDGETED	ODOT/FHWA/STP/FUNDS				FTA SEC. 5307			CDBG	ODPS	LOCAL
		FHWA SHARE	ODOT SHARE	STP SHARE	LOCAL MATCH	FTA SHARE	RTA/ODOT SHARE	LOCAL MATCH			
<b>100 GOVERNMENT SERVICES</b>											
Direct Labor	200									200	
Other Direct	50									50	
Indirect	168									168	
Benefits	107									107	
<b>TOTAL</b>	<b>525</b>									<b>525</b>	
<b>200 SAFETY SERVICES</b>											
Direct Labor	200									200	
Other Direct	60									60	
Indirect	168									168	
Benefits	107									107	
<b>TOTAL</b>	<b>535</b>									<b>535</b>	
<b>205 ODPS</b>											
Direct Labor	31,955								31,955	0	
Other Direct	5,086								3,045	2,041	
Indirect	29,916								0	26,916	
Benefits	17,080								0	17,080	
<b>TOTAL</b>	<b>81,037</b>								<b>35,000</b>	<b>46,037</b>	
<b>300 ENVIRONMENTAL PLANNING</b>											
Direct Labor	1,000									1,000	
Other Direct	45									45	
Indirect	842									842	
Benefits	535									535	
<b>TOTAL</b>	<b>2,422</b>									<b>2,422</b>	
<b>400 REGIONAL PLANNING ACTIVITIES</b>											
Direct Labor	2,609									2,609	
Other Direct	60									60	
Indirect	2,198									2,198	
Benefits	1,395									1,395	
<b>TOTAL</b>	<b>6,261</b>									<b>6,261</b>	
<b>415 CDBG</b>											
Direct Labor	4,061							4,061			
Other Direct	30							30			
Indirect	3,421							3,421			
Benefits	2,171							2,171			
<b>TOTAL</b>	<b>9,682</b>							<b>9,682</b>			
<b>500 DEVELOPMENTAL CONTROL ACTIVITIES</b>											
Direct Labor	39,500									39,500	
Other Direct	150									150	
Indirect	33,271									33,271	
Benefits	21,113									21,113	
<b>TOTAL</b>	<b>94,034</b>									<b>94,034</b>	

**FY 2023 SUMMARY OF PROJECT BUDGET  
SOURCE OF FUNDS  
(Continued)**

SUBCATEGORY	AMOUNT BUDGETED	ODOT/FHWA/STP/FUNDS				FTA SEC. 5307			CDBG	ODPS	LOCAL
		FHWA SHARE	ODOT SHARE	STP SHARE	LOCAL MATCH	FTA SHARE	RTA/ODOT SHARE	LOCAL MATCH			
<b>601 SHORT RANGE PLANNING</b>											
Direct Labor	63,388	50,710	6,339		6,339						
Other Direct	5,143	4,114	514		514						
Indirect	53,392	42,713	5,339		5,339						
Benefits	33,861	27,105	3,388		3,388						
<b>TOTAL</b>	<b>155,804</b>	<b>124,643</b>	<b>15,580</b>		<b>15,580</b>						
<b>602 TIP</b>											
Direct Labor	35,000	28,000	3,500		3,500						
Other Direct	1,219	975	122		122						
Indirect	29,481	23,584	2,948		2,948						
Benefits	18,708	14,966	1,871		1,871						
<b>TOTAL</b>	<b>84,708</b>	<b>67,526</b>	<b>8,441</b>		<b>8,441</b>						
<b>605 SURVEILLANCE</b>											
Direct Labor	10,000	8,000	1,000		1,000						
Other Direct	500	400	50		50						
Indirect	8,423	6,738	842		842						
Benefits	5,345	4,276	535		535						
<b>TOTAL</b>	<b>106,525</b>	<b>19,414</b>	<b>2,427</b>		<b>2,427</b>						
<b>605.8 TRANSPORTATION - STP (PID 110313)</b>											
Direct Labor	<b>22,000</b>			<b>22,000</b>							
Other Direct	35,000			35,000							
Indirect	18,531			18,531							
Benefits	11,759			11,759							
<b>TOTAL</b>	<b>87,290</b>			<b>87,290</b>							
<b>610 CONTINUING PLANNING</b>											
Direct Labor	77,000	61,600	7,700		7,700						
Other Direct	5,560	4,448	556		556						
Indirect	64,857	51,886	6,486		6,486						
Benefits	41,157	32,925	4,116		4,116						
<b>TOTAL</b>	<b>188,574</b>	<b>150,859</b>	<b>18,857</b>		<b>18,857</b>						
<b>610.4 LONG RANGE PLANNING STP (PID 110313)</b>											
Direct Labor	34,287			34,287							
Other Direct	31,217			31,217							
Indirect	28,880			28,880							
Benefits	18,326			18,326							
<b>TOTAL</b>	<b>112,710</b>			<b>112,710</b>							
<b>674 MASS TRANSPORTATION MPO</b>											
Direct Labor	5,000	4000	500		500						
Other Direct	1,000	800	100		100						
Indirect	4,212	3,369	421		421						
Benefits	2,673	2,138	267		267						
<b>TOTAL</b>	<b>12,884</b>	<b>10,307</b>	<b>1,288</b>		<b>1,288</b>						

**FY 2023 SUMMARY OF PROJECT BUDGET  
SOURCE OF FUNDS  
(Continued)**

SUBCATEGORY	AMOUNT BUDGETED	ODOT/FHWA/STP/FUNDS				FTA SEC. 5307			CDBG	ODPS	LOCAL
		FHWA SHARE	ODOT SHARE	STP SHARE	LOCAL MATCH	FTA SHARE	RTA/ODOT SHARE	LOCAL MATCH			
<b>675 MASS TRANSPORTATION ACRTA</b>											
Excludable	36,000					28,800	3,600	3,600			
<b>TOTAL</b>	<b>36,000</b>					<b>28,800</b>	<b>3,600</b>	<b>3,600</b>			
<b>675.4 MASS TRANSPORTATION MPO</b>											
Direct Labor	15,382					12,306	1,538	,538			
Other Direct	8,440					6,752	844	844			
Indirect	12,956					10,365	1,296	1,296			
Benefits	8,222					6,577	822	822			
<b>TOTAL</b>	<b>36,000</b>					<b>3,600</b>	<b>4,500</b>	<b>4,500</b>			
<b>697 ANNUAL REPORT</b>											
Direct Labor	7,000	5,600	700		700						
Other Direct	2,036	1,632	204		204						
Indirect	5,896	4,717	590		590						
Benefits	3,742	2,993	374		374						
<b>TOTAL</b>	<b>18,674</b>	<b>14,942</b>	<b>1,867</b>		<b>1,867</b>						
<b>601 Short Range CARRYOVER</b>											
Direct Labor	8,000	9,400	800		800						
Other Direct	100	80	10		10						
Indirect	6,738	5,391	674		674						
Benefits	4,276	3,421	428		428						
<b>TOTAL</b>	<b>19,114</b>	<b>15,292</b>	<b>1,911</b>		<b>1,911</b>						
<b>602 TIP CARRYOVER</b>											
Direct Labor	8,000	9,400	800		800						
Other Direct	100	80	10		10						
Indirect	6,738	5,391	674		674						
Benefits	4,276	3,421	428		428						
<b>TOTAL</b>	<b>19,114</b>	<b>15,292</b>	<b>1,911</b>		<b>1,911</b>						
<b>605 Surveillance CARRYOVER</b>											
Direct Labor	8,000	9,400	800		800						
Other Direct	100	80	10		10						
Indirect	6,738	5,391	674		674						
Benefits	4,276	3,421	428		428						
<b>TOTAL</b>	<b>19,114</b>	<b>15,292</b>	<b>1,911</b>		<b>1,911</b>						

**FY 2023 SUMMARY OF PROJECT BUDGET  
SOURCE OF FUNDS  
(Continued)**

SUBCATEGORY	AMOUNT BUDGETED	ODOT/FHWA/STP/FUNDS				FTA SEC. 5307			CDBG	ODPS	LOCAL
		FHWA SHARE	ODOT SHARE	STP SHARE	LOCAL MATCH	FTA SHARE	RTA/ODOT SHARE	LOCAL MATCH			
<b>610 Long Range CARRYOVER</b>											
Direct Labor	55,000	44,000	5,500		5,500						
Other Direct	683	546	68		68						
Indirect	2,027	1,622	203		203						
Benefits	29,398	23,518	2,940		2,940						
<b>TOTAL</b>	<b>87,108</b>	<b>69,686</b>	<b>8,711</b>		<b>8,711</b>						
<b>605.8 TRANSPORTATION - STP (PID 105331) CARRYOVER</b>											
Direct Labor	<b>2,000</b>			<b>2,000</b>							
Other Direct	<b>25</b>			<b>25</b>							
Indirect	<b>1,685</b>			<b>1,685</b>							
Benefits	<b>1,069</b>			<b>1,069</b>							
<b>TOTAL</b>	<b>4,779</b>			<b>4,779</b>							
<b>605.8 TRANSPORTATION - STP (PID 105331) CARRYOVER</b>											
Direct Labor	<b>10,000</b>			<b>10,000</b>							
Other Direct	<b>55</b>			<b>55</b>							
Indirect	<b>8,423</b>			<b>8,423</b>							
Benefits	<b>5,345</b>			<b>5,345</b>							
<b>TOTAL</b>	<b>23,823</b>			<b>23,823</b>							
<b>ALL SUBCATEGORIES</b>											
Direct Labor											
Other Direct	439,582	221,110	27,639	68,287	27,639	10,400	1,300	1,300	4,061	31,955	45,891
Indirect	96,659	13,153	1,644	66,297	1,644	4,0892	510	510	30	3,045	5,744
Benefits	325,960	150,802	18,850	57,518	18,850	8,760	1,095	1,095	3,421		65,569
	234,957	118,184	14,773	34,499	14,773	5,558	695	695	2,171		41,609
<b>TOTAL</b>	<b>1,097,158</b>	<b>503,248</b>	<b>62,906</b>	<b>228,602</b>	<b>62,906</b>	<b>28,800</b>	<b>3,600</b>	<b>3,600</b>	<b>9,682</b>	<b>35,000</b>	<b>158,813</b>

- ACRTA's work is funded through FTA's Section 5307.
- These totals reflect the entire budget of the LACRPC which is the responsible Agency for the work completed except for work element 675 (ACRTA) which is the responsibility of the Allen County Regional Transit Authority.
- The MPO will perform services for the ACRTA using Section 5307 Funding.

## LIST OF ACRONYMS

**AAC:** Administrative Affairs Committee  
**ACRTA:** Allen County Regional Transit Authority  
**ADA:** Americans with Disabilities Act of 1990  
**AEDG:** Allen Economic Development Group  
**AI:** Analysis of Impediments  
**ASA:** Agricultural Security Area  
**CAAC:** Citizens Accessibility Advisory Committee  
**CAC:** Citizens Advisory Committee  
**CCMC:** Chamber of Commerce Manufacturers Committee  
**CDBG:** Community Development Block Grant  
**CDC:** Community Development Committee  
**CEDS:** Community Economic Development Strategy  
**CFR:** Code of Federal Regulations  
**CHIS:** Comprehensive Housing Improvement Strategy  
**CMAQ:** Congestion Mitigation and Air Quality  
**CMS:** Congestion Management System  
**CTSP:** Community Traffic Safety Program  
**COP:** Community Oriented Policing  
**CY:** Calendar Year  
**DARE:** Drug Awareness and Resistance Education  
**DBE:** Disadvantaged Business Enterprise  
**DCC:** Developmental Controls Committee  
**E&D:** Elderly and Disabled  
**EC:** Executive Committee  
**EPA:** Environmental Protection Agency  
**FAST-ACT:** Fixing America's Surface Transportation Act  
**FEMA:** Federal Emergency Management Agency  
**FHWA:** Federal Highway Administration  
**FIRM:** Flood Insurance Rate Map  
**FMCSA:** Federal Motor Carrier Safety Administration  
**FRA:** Federal Railroad Administration  
**FSA:** Farm Service Administration  
**FTA:** Federal Transit Administration  
**FY:** Fiscal Year  
**GIS:** Geographic Information System  
**GLCAP:** Great Lakes Community Action Partnership  
**GPS:** Global Positioning System  
**HUD:** U.S. Department of Housing and Urban Development  
**IJA:** Infrastructure Investment and Jobs Act  
**ISTEA:** The Intermodal Transportation Efficiency Act of 1991  
**ITS:** Intelligent Transportation Systems  
**ITRS:** Integrated Traffic Records System  
**KAB:** Keep America Beautiful  
**LEP:** Limited English Proficiency  
**HSP:** Highway Safety Program  
**LACNIP:** Lima-Allen County Neighborhoods In Partnership  
**LACRPC:** Lima-Allen County Regional Planning Commission  
**LEPC:** Local Emergency Planning Committee  
**LOS:** Level of Service  
**LRTP:** Long Range Transportation Plan

**LUCA:** Local Update of Census Addresses  
**MAP-21:** Moving Ahead for Progress in the 21<sup>st</sup> Century  
**MIS:** Major Investment Study  
**MOU:** Memorandum of Understanding  
**MPO:** Metropolitan Planning Organization  
**MUTCD:** Manual of Uniform Traffic Control Devices  
**NAICS:** North American Industrial Classification System  
**NHS:** National Highway System  
**NHTSA:** National Highway and Traffic Safety Administration  
**NRAC:** Natural Resource Assistance Council  
**NRCS:** Natural Resource Conservation Service  
**NTMP:** Neighborhood Traffic Management Program  
**OAI:** Ohio Archaeological Inventory  
**OARC:** Ohio Association of Regional Councils  
**ODA:** Ohio Department of Agriculture  
**ODNR:** Ohio Department of Natural Resources  
**ODPS:** Ohio Department of Public Safety  
**ODOT:** Ohio Department of Transportation  
**OEPA:** Ohio Environmental Protection Agency  
**OHI:** Ohio Historical Inventory  
**OOCJS:** Ohio Office of Criminal Justice Services  
**ORC:** Ohio Revised Code  
**ORC:** Ottawa River Coalition  
**ORDC:** Ohio Rail Development Commission  
**ODSA:** Ohio Development Services Agency  
**PUCO:** Public Utilities Commission of Ohio  
**PUD:** Planned Unit Development  
**SRT:** Safety Review Team  
**SCP:** Safe Community Program  
**SF:** Standard Form  
**SHPO:** State (Ohio) Historic Preservation Office  
**STP:** Surface Transportation Program  
**SAFETEA-LU:** Safe Accountable Flexible Efficient Transportation Equity Act: Legacy for Users  
**STIP:** State Transportation Improvement Program  
**TAC:** Transportation Advisory Committee  
**TAZ:** Traffic Analysis Zone  
**TCC:** Technical Coordinating Committee  
**TDM:** Transportation Demand Management  
**TDP:** Transit Development Plan  
**TE:** Transportation Enhancement  
**TIP:** Transportation Improvement Program  
**UMTA:** Urban Mass Transportation Act of 1964  
**UPWP:** Unified Planning Work Program  
**USEDA:** U.S. Economic Development Administration  
**VPI:** Virtual Public Involvement  
**WCOLC:** West Central Ohio Land Conservancy  
**WOCAP:** West Ohio Community Action Partnership +

## **AUDIT STATEMENT**

The Lima-Allen County Regional Planning Commission maintains its own set of accounting records. The Allen County Auditor acts as fiscal agent. The audit examines and evaluates the system of internal accounting control of the Commission, including applicable internal administrative controls used in administering federal financial assistance programs. Such audit is conducted according to generally accepted auditing standards (Standards for Audit of Governmental Organizations, Programs, Activities, and Functions) issued by the U.S. General Accounting Office under the Single Audit Act of 1984. The organization-wide audit will be performed in conformance with the Office of Management and Budget Circular A-133 (Audits of State and Local Governments).



**RESOLUTION  
METROPOLITAN TRANSPORTATION PLANNING PROCESS CERTIFICATION**

WHEREAS, in accordance with 23 CFR 450.334, the Transportation Coordinating Committee (TCC) of the Lima-Allen County Regional Planning Commission (LACRPC) was designated as the Metropolitan Planning Organization (MPO) responsible for the transportation planning functions within Allen County and the Lima Urbanized Area by the Governor of the State of Ohio; and,

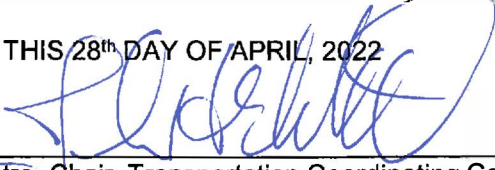
WHEREAS, the Joint Planning Regulations issued October 28, 1993 by the Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA) require a Unified Planning Work Program (UPWP) be prepared addressing the major transportation issues in the metropolitan planning area as the basis and justification for soliciting federal/state funding; and,

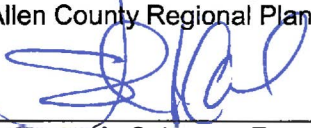
WHEREAS, the TCC has approved the preliminary FY 2023 Unified Planning Work Program and finds that it has been prepared in accordance subsequent to the general direction of the Ohio Department of Transportation (ODOT) and applicable requirements as established under:

- I. 49 U.S.C. Section 5323(k), 23 U.S.C. 135, and 23 CFR part 450.220;
- II. Title VI of the Civil Rights Act of 1964 and the Title VI Assurance executed by each State Under 23 U.S.C. 324 and 29 U.S.C. 794;
- III. Section 1101 of the Transportation Equity Act for the 21st Century (TEA-21/Pub. L. 105-178) regarding the involvement of disadvantaged business enterprises in the FHWA and the FTA funded project (Sec. 105 (f), Pub. L. 97-424, 96 Stat. 2100, 49 CFR part 23);
- IV. Sections 1107 and 6001 of the Safe Accountable Flexible Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU/Pub. L. 109-59) regarding metropolitan planning requirements for certain organizations; and,
- V. Section 1105 of the Moving Ahead for Progress in the 21st Century Act (MAP-21/Pub. L. 112-141) regarding MPO responsibility to establish a cooperative, continuous and comprehensive framework for making transportation investment decisions in metropolitan areas; and,
- VI. Section 1201 of the Fixing America's Surface Transportation Act (FAST Act/Pub L. 114-94); requiring MPOs to expand consultation and participation in the public planning process and affect changes to the selection criteria for MPO officials; and,
- VII. The provision of the Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and the U.S. DOT implementing regulation; and,
- VIII. The provision of 49 CFR part 20 regarding restrictions on influencing certain activities.

NOW, THEREFORE, BE IT RESOLVED by the Transportation Coordinating Committee of the LACRPC that the FY 2023 Unified Planning Work Program, as presented is consistent with federal planning requirements to the degree appropriate for the size of the area and the complexity of its transportation problems and be submitted to ODOT/FHWA/FTA for federal funding assistance.

ADOPTED THIS 28<sup>th</sup> DAY OF APRIL, 2022

  
\_\_\_\_\_  
Howard Elstro, Chair, Transportation Coordinating Committee, MPO  
Lima-Allen County Regional Planning Commission

  
\_\_\_\_\_  
Attest: Shane A. Coleman, Executive Director  
Lima-Allen County Regional Planning Commission

**TITLE VI PROGRAM  
LIMA-ALLEN COUNTY REGIONAL PLANNING COMMISSION  
FY 2023 UNIFIED PLANNING WORK PROGRAM**

**1. Which office within your organization has lead responsibility for Title VI compliance?**

The size of the agency precludes a separate office. Compliance responsibilities are part of the job description of existing staff.

**2. Who is your designated Title VI Coordinator? Please provide the person's name, title, and contact information.**

Mr. Shane Coleman, Executive Director, is this agency's Title VI contact person. He accepts written, electronic and verbal complaints from the public. Mr. Coleman is responsible for addressing complaints from the public. The Title VI contact person can be reached by telephone at 419-228-1836, email at [scoleman@lacrpc.com](mailto:scoleman@lacrpc.com), or at 130 W. North Street, Lima, OH 45801-4311.

**3. Does your organization have a Title VI Program Plan? If so, please provide the website link or attach a copy.**

Yes. Our Title VI & Nondiscrimination Plan can be found on the Agency website at: <https://www.lacrpc.com/wp-content/uploads/2021/04/Title-VI-complete.pdf>

**4. Does your organization have a Title VI policy? If so, please provide the website link or attach a copy.**

The Title VI policy can be found on page 3 of the Title VI & Nondiscrimination Plan, available at: <https://www.lacrpc.com/wp-content/uploads/2021/04/Title-VI-complete.pdf>

**5. Does your organization have written Title VI complaint procedures? If so, please provide the website link or attach a copy.**

The LACRPC has a formal adopted Title VI Program complaint process. The document is available on the Agency website at: <https://www.lacrpc.com/wp-content/uploads/2021/04/Title-VI-complete.pdf>

**6. Does your organization have a Title VI complaint form? If so, please provide the website link or attach a copy?**

Yes. The agency has an interactive form available at: <https://www.lacrpc.com/title-vi/title-vi-complaint-form/>

**7. Does your organization make the public aware of the right to file a complaint? If so, describe how this is accomplished.**

The agency has placards and posters in the front entry and reception area. The LACRPC also posts civil rights information on the Agency website and includes a description of the complaint procedure and a complaint form.

**8. In the past three years, has your organization been named in any Title VI and/or discrimination complaints or lawsuits? If so, please provide the date the action was filed, a brief description of the allegations and the current status of the complaint or**

**lawsuit. Describe any Title VI-related deficiencies that were identified and the efforts taken to resolve those deficiencies.**

The agency has not been named in a discrimination complaint or lawsuit.

- 9. Has your organization provided written Title VI Assurances to ODOT? Is the Title VI Assurance included in the MPO self-certification resolution (Note, this only applies to MPOs, RTPOs do not approve self-certification resolutions)? If so, please provide a copy as an attachment.**

Yes, the agency has Title VI compliance documentation included in the Unified Planning Work Program and a Resolution attesting to the Metropolitan Transportation Planning Processes. The Title VI Baseline Assessment Tool is an attachment to the Unified Planning Work Program prepared annually. The resolution is submitted as an attachment to the Unified Planning Work Program prepared annually.

- 10. Does your contract language include Title VI and other non-discrimination assurances?**

The agency and local governments are small in size. The majority of MPO funded contracts are issued as ODOT Let Projects; wherein all contracts carry ODOT approved contract language governing "Standard DOT Title VI Assurances for Contractor Requirements" inclusive: Compliance of 49 CFR Part 21 Regulations, Nondiscrimination, Solicitations for Subcontractors, Procurements of Materials and Equipment, the mandatory provision of Information and Reporting, Sanction for Noncompliance, etc. If Federal funds are used, Federal rules are invoked, and ODOT is charged with oversight responsibilities. In such cases, ODOT is actively involved in the contracting process. Now, the LPAs may engage consultants to perform architectural, engineering, and related services needed to develop a Federal-aid project without solicitation of projects wherein the total fee is less than \$50,000. The scope of work, project phases, and contract requirements may not be broken down into smaller components merely to permit the use of this fee-exempt procedure. Noting this exception to Federal requirements, the consultant selection process is dependent on the use of Federal funds. If Federal funds are used in a consultant agreement, Federal rules are invoked, and ODOT is charged with oversight responsibilities. ODOT is actively involved in the consultant selection and contracting process in such cases. If Federal funds are not used in a consultant agreement, the LPA must select an ODOT prequalified consultant in accordance with State law. However, the LPA consultant selection process will not be subject to oversight from ODOT.

- 11. Do you use any of the following methods to disseminate Title VI information to the public (select all that apply)?**

Title VI posters in public buildings	Yes
Title VI brochures at public events	No
Title VI complaint forms in public buildings	No
Title VI complaint forms at public events	No
Title VI policy posted on your website	Yes
Title VI Program Plan posted on your website	Yes
Other	N/A

**PUBLIC INVOLVEMENT:**

**12. Does your organization have a Public Participation Plan? If so, please provide the website link or attach a copy. When was the Public Participation Plan most recently updated?**

In April 2007, the MPO adopted a Public Participation Plan (PPP) which identified techniques and procedures to engage the elderly, minority, low income, disabled, and LEP populations in the transportation planning process. The Plan was formally reviewed and revised in 2009, 2010, 2013, 2019, and 2021. While the formal review process continued in 2015 and 2017 to measure the MPO's progress toward meeting stated goals, the Plan was not revised. The LACRPC Public Participation Plan – Revised February 2021 can be found on the agency website at <https://www.lacrpc.com/wp-content/uploads/2021/04/PPP-2021-1.pdf>

**13. Please select which of the following outlets your organization uses to provide notices to different population groups (select all that apply):**

Neighborhood and community paper advertisements	Yes
Community radio station announcements	Yes
Church and community event outreach	Yes
Targeted fliers distributed in particular neighborhoods	Yes
Other	Yes

The MPO openly engages the transportationally disadvantaged populations using various outreach efforts, including focus groups, neighborhood meetings, open houses, placards, public meetings, county fair, newsletters, newspapers, electronic media outlets and/or the internet as necessary. Proposed projects are identified along with their impacts during meetings held in offices/centers within the minority community; such meetings are sponsored by local social service providers and/or neighborhood groups and held in ADA accessible buildings located on the Transit Authority's fixed-route system. For residents without access to fixed-route services, the Transit Authority provides free transportation services to those interested in attending such events.

**14. Do you coordinate with local community groups to facilitate outreach to minorities and low-income populations? If so, please list groups.**

Yes. The following groups are active planning participants, many with seats on multiple standing and advisory committees serving the Agency: Audubon Society, Allen County Council on Aging, West Ohio Community Action Partnership, Delphos Senior Citizens, Lima Memorial Hospital, Mental Health & Recovery Services, Lima-Allen Metropolitan Housing Authority, St. Rita's Medical Center, Allen County Regional Transit Authority, Johnny Appleseed Metropolitan Park District, Legal Aide Services, Allen County Public Health, Sharon Park Neighborhood Association, Ottawa River Coalition, Allen County Board of DD, Allen County Juvenile Court, Lakewood West Neighborhood Association, Southside Neighborhood Association, City View Terrace Neighborhood Association, Martin Luther King Jr. Neighborhood Association, Northwest Perry Revitalization Group, Superior Federal Credit Union, Union Bank, Lima Samaritan House, Allen County JFS, Huntington National Bank, Realtor's Association, Coleman Professional Services, Lima Area Habitat for Humanity, Clymer Medical Transport, Inc., Marimor Industries, Goodwill Industries, West Central Ohio Health Ministries, Family and Children First Council, Area Agency on Aging, and the Children's Developmental Center. The agency also coordinates with area municipalities (7) and townships (12) as well as ODOT.

**15. Do you take the following into consideration when identifying a public meeting location (select all that apply)?**

Parking	Yes
Accessibility by public transportation	Yes
Meeting times	Yes
Existence of ADA ramps	Yes
Familiarity of community with meeting location	Yes

The agency tracks the location of ADA-accessible buildings suitable as venues for public meetings. The agency also ensures that public transit or paratransit services are readily available for such meetings.

**16. Have meeting participants requested special assistance (e.g., interpretation services) ahead of any public event in the past year? If so, describe how the request was addressed.**

No. There have been no requests for special assistance in the past year. In 2015, however, a request to translate the Regional Transportation Coordination Plan was received and braille services approved. A subsequent request for the same Plan was received, predicated upon the resident's low vision; the request was approved, and the Plan was generated in a large font format. Today, that same Plan is generated in a large font format. No other requests for translation services (e.g., English to Spanish or English to Mandarin Chinese) have been received.

**LIMITED ENGLISH PROFICIENCY (LEP) AND LANGUAGE ASSISTANCE:**

**17. Are you familiar with the LEP four-factor analysis methodology?**

Yes – familiar with but not necessarily experienced or fully competent. Factor 1: The number or proportion of LEP persons eligible to be served or likely to be encountered by the program or grantee; Factor 2: The frequency that LEP individuals come in contact with the program; Factor 3: The Nature and Importance of the Program, Activity, or Services Provided; and, Factor 4: The Resources Available to the Commission & Costs.

**18. Are you familiar with the LEP language assistance Safe Harbor threshold?**

Yes. Eligible LEP groups constitute 5%, or 1,000 persons of the total population qualified to be served. These Safe Harbor provisions apply to the translation of written documents only. They do not affect the requirement to provide meaningful access to LEP individuals through competent oral interpreters where oral language services are needed and are reasonable. The 2019 ACS identified the number of persons who "speak a language other than English AND "speak English less than Very Well" at (401) or approximately 0.39% of the 2019 population of Allen County (102,351) (based on table B16003 of the ACS data).

**19. Does your organization have an LEP Plan and/or Language Assistance Plan (LAP)? If so, please provide the website link or attach a copy.**

No. We do not currently have a Plan to address the needs of LEP populations. To date, the MPO has never received such a request from an LEP person or any member of any LEP population group; but not until recently has the safe harbor threshold been documented. The MPO has discussed the need for oral translators with like-minded agencies to ensure that oral

services are available during regular business hours on an as-needed basis should such services ever be requested. The MPO will work toward developing new LEP policies.

**20. Has your organization identified vital documents that need to be made available in languages other than English? If so, describe how that need is being addressed.**

No. Based on Factor 3 above, we do not possess any vital "documents". However, discussions regarding the need for Spanish language forms (251 Spanish/680 LEP) have occurred. The MPO policy board has adopted the U.S Department of Justice's Safe Harbor Provision. Therefore, it will provide written translation of vital documents for LEP populations that constitute 1,000 persons or five percent (5%) of the total population to be serviced.

**21. Do you have a list of staff who speak languages other than English?**

The LACRPC is small, and no staff person is proficient in a language other than English.

**22. Do you provide free translation services in languages other than English to the public upon request?**

Unless requested, the LACRPC does not translate planning documents; there have been no requests for document translation to another language. At public meetings, information is displayed utilizing appropriate visualization techniques, with graphs, photographs, drawings, and/or maps that can be interpreted with minimal language skills. However, the MPO will provide meaningful access to LEP persons through free oral translation services on request and promptly. In addition, the MPO has been in contact with multi-lingual faculty members at Bluffton University to work thru LEP policy development issues.

**23. How often do you receive request for language assistance?**

The MPO has not received any request for language assistance from an LEP person or representative of an LEP group. The LACRPC has received a request for a document in Braille and large print; both requests were satisfied.

**TITLE VI TRAINING:**

**24. Who provides Title VI training to your staff?**

Typically, the agency takes advantage of services provided by staff at the ODOT's Office of Equal Opportunity (OEO) and the Local Technical Assistance Program (LTAP). For example, technical interpretations have been secured by OEO personnel. In addition, civil Rights-related training has been secured from LTAP workshops/webinars targeting the ADA, DBEs, and Title VII regarding unlawful employment practices. But such training is limited.

**25. How often are Title VI trainings conducted?**

The agency takes advantage of available training as ODOT offers them. The frequency with which they are offered is balanced against the staffing available and the workload.

**26. How many staff were trained on Title VI this year?**

None.

**TRANSPORTATION PLANNING PROGRAM-DATA COLLECTION AND ANALYSIS:**

**27. Does your agency maintain documentation describing its procedures for incorporating Title VI requirement into the region's transportation planning program?**

Yes. The Agency's Public Participation Plan is available on the Agency website <https://www.lacrpc.com/wp-content/uploads/2021/04/PPP-2021-1.pdf> maintains detailed documentation regarding procedures/efforts to incorporate Title VI requirements into the region's urban transportation planning program. Procedures are described within the Plan that includes engaging the transportationally disadvantaged populations using focus groups, neighborhood meetings, open houses, placards, public meetings, newsletters, newspapers, electronic media outlets, and/or the internet. Proposed projects are identified along with their respective impacts during meetings held in offices/centers within the minority community; such meetings are sponsored in part by local social service providers or neighborhood groups.

**28. Does your organization maintain socio-demographic data and mapping for the transportation planning region?**

Yes. As a Census Affiliate, the agency uses census data to create detailed demographic profiles of all local jurisdictions and recognized neighborhood organizations within the MPO region. These profiles are utilized throughout the planning process and integrated within documents prepared by the MPO, including its Public Participation Plan, Transportation Improvement Program (TIP), Transit Development Plans, Long Range Transportation Plan, Public Transit-Human Service Transportation Coordination Plan, air quality assessments, environmental justice (EJ) analyses, as well as local plans such as Community Economic Development Plans (CEDs), comprehensive land use, and Community Housing Improvement Programs (CHIP) as well as Community Health Improvement Plans (CHIP). Such reports are located <https://www.lacrpc.com/reports-2/> or <https://www.lacrpc.com/transportation-planning/>

**29. Does your organization use data to identify protected groups for consideration in the planning process?**

The MPO's Environmental Justice (EJ) analysis identifies all minority groups and concentrations to assess the potential impacts of MPO planning activities or projects. In addition, the MPO uses its travel demand model to track potential negative consequences to areas overrepresented by protected classes, especially concerning travel time and access to public transportation services. The results of these analyses are channeled through the various committees in the MPO's organizational structure and presented to local elected officials and transportation stakeholders. All recommendations with all comments and responses to those comments and recommendations are documented and forwarded to the Policy Committee and ODOT for concurrence. The release of new ACS data in December of 2013 was insightful, and the MPO Board and affected communities have been notified of LEP planning requirements.

MPO staff includes engineers, planners, and data analysts who execute their analyses using accepted best practices. Staff applies industry standards to predict impacts and forecast the effects of planned projects. Ongoing processes collect and monitor information about how

transportation and environmental plans affect low-income and minority populations. With respect to transportation plans, the MPO collects and analyzes crash and safety data, commute time, congestion, access to public transit, and other parameters measuring the value of a transportation system. Environmental plans are evaluated by the extent of physical impacts of right-of-way acquisitions, traffic volume/noise, impacts water quality and access to municipal water services, wastewater treatment, and air quality. Current data is collected and analyzed for every regionally significant planning process or study. The agency performs both Social, Economic, and Environmental (SEE) and EJ analyses to identify and assess disproportionate impacts on the transportationally disadvantaged. It should be understood that the agency has an open-door policy concerning its internal committee members and advocates for the transportationally disadvantaged; a policy provides free and unfettered access to the staff to ensure everyone's access to and understanding of project impacts.

**30. Does your organization conduct Transportation Plan and Transportation Improvement Program and conduct environmental justice (EJ) analyses of the impacts that planned transportation system investments will have on both minority (including low-income status populations) and non-minority areas? Discuss the assessment methodology and resulting documentation.**

Within both the MPO's Transportation Plan and its TIP, the results of an EJ and socio-economic & environmental analysis are reflected. In cooperation with ODOT, the MPO utilizes its urban travel demand model to reveal proposed project impacts by traffic analysis zone. All impacts to zones are identified using benchmarks reflecting accessibility within each TAZ measured by travel time to work, school, shopping, etc. The MPO uses the Travel Demand Model and Air Quality Conformity Determination. The SEE maps every project by demographic group and identifies protected classes. The SEE assessment identifies rights-of-way required for new projects and assesses same against build and no-build scenarios. These tasks are ongoing in the public planning and outreach programs associated with the long-range and short-range transportation plans. Such measures serve as solid baseline measures to assess new or existing disparities in the transportation system. References to the EJ and SEE analysis are integral to the Long-Range Transportation Plan. The TIP includes only a nominal reference as all TIP projects have already been included in the 2040 Long Range Transportation Plan. Draft documents are published on the Agency website. Draft documents are also available to local political subdivisions, key government offices, and the Lima Public Library. Any public comments are included in all final documents.

**31. Does your organization track demographic information of participants in its transportation planning program public involvement events?**

No. The MPO staff has been rebuffed in such efforts by our membership – even by our most committed board and advisory committee members. Staff's perspective is that the level of government reporting has become so pervasive that people are just exhausted of it and unwilling to comply. Individuals are not even willing to identify themselves by age cohort, gender, or disability status. The MPO Committee structure does reflect a broad-based approach and attempts to be inclusive and reflect recruitment from all protected classes. The agency has a strong understanding of each committee member's physical, demographic, and socio-economic characteristics. The agency does formally request such information at all standing committee meetings to comply with such reporting requirements.



## **TECHNICAL ASSISTANCE:**

- 32. Provide the name, title and contact information for the person who completed this questionnaire and the date the questionnaire was completed. Is this the person who should be contacted with follow-up questions? If not, please provide the name, title, and contact information for that individual.**

The person who prepared and submitted this document was Shane A. Coleman, Executive Director of the Lima-Allen County Regional Planning Commission located at 130 W. North Street in Lima, Ohio 45801. Mr. Coleman can be reached at 419-228-1836 or [scoleman@lacrpc.com](mailto:scoleman@lacrpc.com).

- 33. Do you have any questions regarding this questionnaire? If so, please include them here along with your email address or telephone number and an ODOT representative will respond.**

No.

- 34. Would your organization like Title VI training or other Civil Rights technical assistance from ODOT? If yes, please explain.**

Yes. Title VI training is rare, and advance notice is often inadequate. We are a rural area with a strong agricultural processing sector. We have a growing pool of Hispanic and Chinese residents. Although these populations currently fail to meet minimum thresholds for translation services, they are a growing population. We are interested in establishing a pool of local linguists who can support local governments to advance LEP concerns without incurring excessive costs. Several agencies have expressed an interest in exploring such an opportunity, including Western Ohio Community Action Partnership, Head Start, Allen County Public Health, United Way, Allen County Sheriff's Office, Regional Transit Authority, and Allen County Jobs & Family Services.



**FRINGE BENEFIT & INDIRECT COST RATE AGREEMENT**  
**Between**  
**The Ohio Department of Transportation and**  
**The Lima – Allen County Regional Planning Commission**

**June 15, 2022**

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal and State Government, subject to the conditions in Section III.

**SECTION I: INDIRECT COST RATES**

**RATE TYPE:** The Lima – Allen County Regional Planning Commission has adopted the **PROVISIONAL RATE METHOD** of calculating the Fringe Benefit and Indirect Cost Rates. The rates are calculated based on the most recently audited Fiscal Year with adjustments for projected changes. Once approved, the provisional rates are billed for the contract period. At the end of the Fiscal Year, an actual rate is calculated and the difference between the estimated and actual cost for the period covered by the rate is identified to the specific contracts. Any variance is either billed as an additional cost or refunded to the granting agency. No carry forward provision is permitted to adjust the future rates for the variance.

TYPE	EFFECTIVE PERIOD		RATE (%)	APPLICATION
	FROM	TO		
PROVISIONAL	7/1/2020	6/30/2021	56.84	FRINGE BENEFIT RATE
PROVISIONAL	7/1/2020	6/30/2021	81.86	INDIRECT COST RATE
FINAL ***	7/1/2020	6/30/2021	53.13	FRINGE BENEFIT RATE
FINAL ***	7/1/2020	6/30/2021	159.51	INDIRECT COST RATE
PROVISIONAL	7/1/2021	6/30/2022	57.72	FRINGE BENEFIT RATE
PROVISIONAL	7/1/2021	6/30/2022	89.69	INDIRECT COST RATE
FINAL	7/1/2021	6/30/2022		FRINGE BENEFIT RATE
FINAL	7/1/2021	6/30/2022		INDIRECT COST RATE
PROVISIONAL	7/1/2022	6/30/2023	53.45	FRINGE BENEFIT RATE
PROVISIONAL	7/1/2022	6/30/2023	84.23	INDIRECT COST RATE
FINAL	7/1/2022	6/30/2023		FRINGE BENEFIT RATE
FINAL	7/1/2022	6/30/2023		INDIRECT COST RATE

**BASE:** For the calculation of the Fringe Benefit Rate the base is total labor, direct and indirect.  
 For the calculation of the Indirect Cost Rate, the base is total direct labor (excluding direct labor fringe benefits).

\*\*\* The FINAL FY 2021 rates have not been audited by ODOT.

**SECTION II: SPECIAL REMARKS**

- A. TREATMENT OF FRINGE BENEFITS:**  
 Fringe benefits include Holiday, Sick and Vacation Leave, Retirement, Hospitalization, Workers Compensation, etc. These expenses are billed to contract(s) based on the applicable fringe benefit rate times the direct labor expenses incurred for the contract(s).
- B. TREATMENT OF INDIRECT COSTS:**  
 Indirect costs are not specifically identified to a cost objective. These include operational and administrative expenses (e.g., indirect labor, indirect labor fringe benefits, office supplies, building rent, utilities, depreciation, etc.) These expenses are billed to contract(s) based on the applicable indirect cost rate times the direct labor expenses incurred for the contract(s).

**SECTION III: GENERAL**

**A. LIMITATIONS:**

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract, or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its indirect cost pool as finally accepted: such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as indirect costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal or State Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the governmental entity.

**B. ACCOUNTING CHANGES:**

This agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the Ohio Department of Transportation. Such changes include, but are not limited to, changes in the charging of a particular type of cost from indirect to direct. Failure to obtain approval may result in cost disallowances.

**C. FIXED RATE:**

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

**D. USE BY OTHER FEDERAL/STATE AGENCIES:**

The rates in this Agreement were approved in accordance with the authority in 2 CFR Part 200, and should be applied to grants, contracts, and other agreements covered by this Regulation, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

**E. OTHER:**


If any Federal contract, grant or other agreement is reimbursing indirect costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of indirect costs allocable to these programs.


BY THE SUBRECIPIENT DEPARTMENT/AGENCY:

BY THE PASS-THROUGH ENTITY ON BEHALF OF THE FEDERAL GOVERNMENT:

Lima-Allen County  
Regional Planning Commission  
(DEPARTMENT/AGENCY)

Ohio Department of Transportation  
(DEPARTMENT/AGENCY)

  
(SIGNATURE)

  
(SIGNATURE)

Shane Coleman  
(NAME)

Jack Marchbanks as signed by Sara Downs  
(NAME)

Executive Director  
(TITLE)

Director  
(TITLE)

6-15-2022  
(DATE)

June 15, 2022  
(DATE)



**Lima/Allen County  
REGIONAL PLANNING  
COMMISSION**

130 W. North Street  
Lima, OH 45801  
419-228-1836 Fax: 419-228-3891  
www.lacrpc.com

**CERTIFICATE OF INDIRECT COSTS**

Howard Elstro  
President

Beth Seibert  
President-Elect

Kevin Cox  
Treasurer

Brion Rhodes  
Secretary

Shane A. Coleman  
Executive Director

This is to certify that I have reviewed the indirect cost rate proposal submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this proposal to establish billing or final indirect costs rates for July 1, 2022 - June 30, 2023 are allowable in accordance with the requirements of the Federal award(s) to which they apply and the provisions of Subpart E - Cost Principles of Part 200. Unallowable costs have been adjusted for in allocating costs as indicated in the cost allocation plan.

(2) All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the agreements to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently and the Federal government will be notified of any accounting changes that would affect the predetermined rate.

I declare that the foregoing is true and correct.

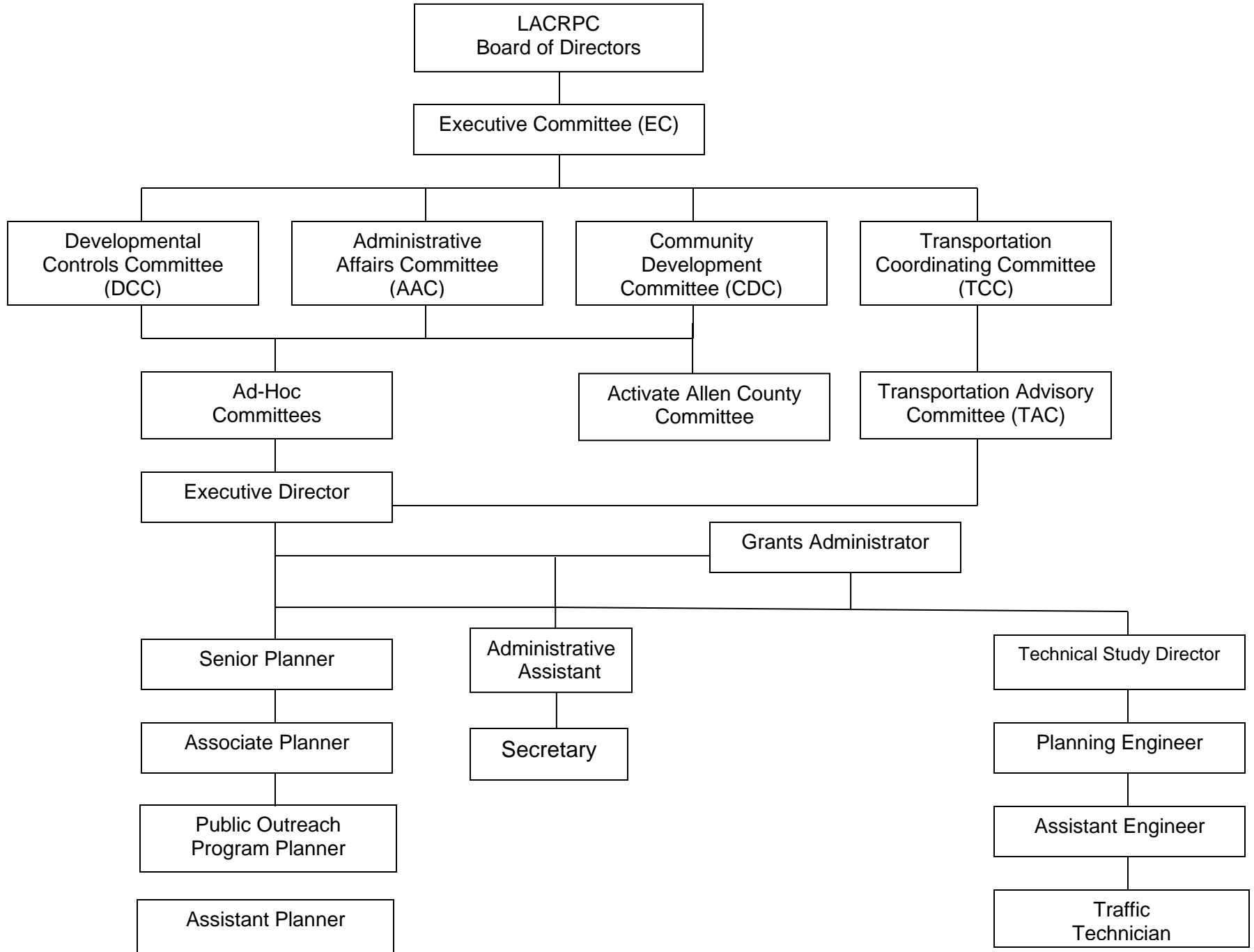
Governmental Unit: Lima-Allen County Regional Planning Commission

Signature: \_\_\_\_\_

Name of Official: Shane A. Coleman

Title: Executive Director

# ORGANIZATIONAL STRUCTURE



## COMMENTS RECEIVED

**Received March 1, 2022**  
**Anthony Hill, Transportation Planner**  
**ODOT Office of Statewide Planning & Research**

LACRPC SFY 2023 Draft UPWP ODOT Comments

Thank you for all the hard work the staff of LACRPC put into creating this UPWP. Below are my comments:

Specific Area Comments

- 610.4 - I have listed that LACRPC adopted the last LRTP on 08/23/2018 and a USDOT Conformity date of 09/18/2018. This would mean that an update to the LRTP is due on 08/23/2023 and a new conformity is due 09/18/2022.
- Title VI – LEP section – A portion of question 18 is highlighted in yellow.

Budget Table Comments

- 675.4 – The FTA total has \$3,600. The sum of the amounts is \$36,000. The Local Match has .538, which should be \$1,538 to match the RTA/ODOT share. The Total for this work element has \$36,000 which should be \$45,000.

**Received April 1, 2022**  
**Juana Hostin, Urban Transit Planner**  
**ODOT Office of Transit**

After reviewing the FY 2023 Draft Work Program for the Lima-Allen County Regional Planning Commission, I have the following comments/questions:

- 674 Mass Transportation – Transit/Specialized Transportation Program Services:
  - No comment.
- 675 Mass Transportation – ACRTA
  - The Public Transportation Agency Safety Plan (PTASP) is well addressed with annual updates.
  - Have the performance targets been adjusted in consideration of service interruptions and ridership decline during the last two years of the pandemic? Has on-time performance been affected by driver shortages or other staffing gaps?
  - The Transit Asset Management (TAM) Plan update is due October 2022. Consideration should be given to the delay in vehicle delivery and parts shortages in developing strategies to maintain their capital assets in a state of good repair.
  - When was the Transit Development Plan last updated? With the increased federal funding through the Infrastructure Investment and Jobs Act, what is the strategy to utilize these funds to improve and expand transit in the Lima-Allen County area?

- 675.4 Mass Transportation – MPO
  - As noted above, is the MPO providing a county-wide approach to providing support to ACRTA and local agencies in developing strategies to maintain their capital assets in a state of good repair?
  - I commend the MPO's consideration of equitable and sustainable practices to include affordable housing strategies and environmental justice populations.
  - I also commend the addition of a complete streets approach in considering all modes of transportation.

**Received March 18, 2022**

**FHWA Planner: Frank Burkett**

**FTA Planner: Deidre Wesley**

- USDOT requests documentation of resolution of comments (if needed). Please return resolution of comments to FHWA and FTA planner in advance of MPO adoption of final work program. *Recommend at least a week before so FTA has time to confirm (as needed) and MPO can make any changes prior to adoption.*

**Overall/General Comments**

- FHWA – No Comments
- FTA – No Comments

**Specific Comments**

- FHWA has no specific comments
- FTA has no specific comments

**RESOLUTION: APPROVING THE FY 2023 UNIFIED PLANNING WORK PROGRAM AS A BASIS FOR SOLICITING FEDERAL FUNDING ASSISTANCE**

WHEREAS, the Transportation Coordinating Committee (TCC) of the Lima-Allen County Regional Planning Commission, designated as the Metropolitan Planning Organization (MPO), has approved the preliminary FY 2023 Unified Planning Work Program as a basis for soliciting Federal Funding assistance; and,

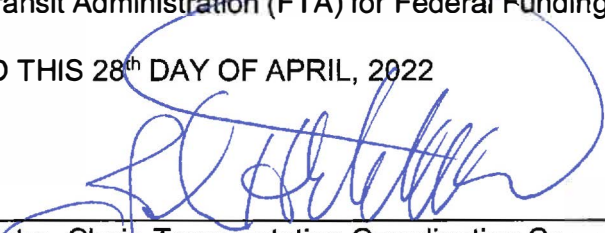
WHEREAS, the Funding Agencies have reviewed and commented on the preliminary FY 2023 Unified Planning Work Program; and,

WHEREAS, the Transportation Coordinating Committee has now incorporated the comments of the reviewing agencies; and,

WHEREAS, the Transportation Coordinating Committee believes that the Federal Funding assistance is essential to carry on the planning process in Allen County;


NOW, THEREFORE, BE IT RESOLVED by the Transportation Coordinating Committee of the LACRPC that the FY 2023 Unified Planning Work Program be submitted to ODOT/FHWA and Federal Transit Administration (FTA) for Federal Funding assistance.

ADOPTED THIS 28<sup>th</sup> DAY OF APRIL, 2022



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Howard Elstro, Chair, Transportation Coordinating Committee, MPO  
Lima-Allen County Regional Planning Commission



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Attest: Shane A. Coleman, Executive Director  
Lima-Allen County Regional Planning Commission