



# RICHLAND COUNTY REGIONAL PLANNING

## RICHLAND COUNTY REGIONAL PLANNING COMMISSION AND TRANSPORTATION COORDINATING COMMITTEE MINUTES OF OCTOBER 27, 2021

REGIONAL PLANNING		COORDINATING COMMITTEE	
Bob Bianchi	Present	Jack Butler	
Gary Bishop	Present	David Falquette	Present
Teri Brenkus	Present	Chris Kocher (ODOT)	
Donnie Clark	Present	Andrew Shepler (ODOT)	
Bob Entemann	Present	Carmen Stemen (FHWA)	
Dan Fletcher	Present	Jon VanHarlingen	
Joe Gies	Present	Robert Weaver / Mike Schafrath (ODOT)	
Paul Gleisinger		Jordan Whisler (ODOT)	
Adam Gove	Present		
Todd Hall			
Sarah Humphrey			
Randy Hutchinson	Present		
John Jaholnycky	Present	<b>PLANNING ADVISORY COUNCIL</b>	
Norman Jones	Present	Tim Bowersock	
Cliff Mears	Present	Ellen Haring	
Cheryl Meier		Chriss Harris	
Jodie Perry	Present	Brian McCartney	Present
Ed Pickens		Charles Pscholka	
Dave Remy	Present	Marion Zaugg	
Steve Schag	Present		
Dave Siebold	Present		
Matthew Stanfield	Present	<b>GUESTS</b>	
Lee Tasseff			
Timothy Theaker			
Trae Turner	Present		
Deanna West-Torrence	Present		
Brian White	Present		
Jeff Wilson			

**Staff Members:** Todd Blankenship Lyndsie Martin, Nick Leturgey, David Gentile. Terri Kiser, Jean Taddie, Jotika Shetty

## **1. Roll Call**

Joe Gies called the meeting to order at 12:00 p.m. and asked all to introduce themselves.

## **2. Approval of Minutes of the June 23, 2021 Meeting**

Joe Gies asked for a motion to approve the minutes of the June 23, 2021 meeting.

***Mayor Hutchinson made a motion to approve the minutes, Adam Gove seconded the motion, and the motion carried.***

## **3. Transportation Coordinating Committee**

(Business of the Metropolitan Planning Organization MPO)

### **A. Public Transportation Report**

Jean Taddie, RCTB/Transit Development Manager gave the following updates:

- RCT is running all routes; ridership is below pre-pandemic levels.
- Three new 28-passengers buses are now in service.
- RCT is running free shuttles for vaccines for all in Richland County.
- She welcomes public comments on increasing RCT's DBE goal
- FTA Triennial Review closeout letter was received.
- Upcoming procurements will include small buses, parking lot repairs, exterior painting, radios, tires, driver shields, bus ad graphics, engineering and transit consultants. Jean asked anyone who like to be on the RFP list to contact her.

### **B. Technical Advisory Committee Report**

Todd Blankenship, Transportation Technical Director

- Resolution 22-01 – A Resolution Approving the Coordinated Public Transit Human Services Transportation Plan  
Lyndsie Martin – Mobility Manager stated the plan would seek to provide non-typical transportation, increase access & coverage areas for transportation, improve transportation choices and increase service to out of county medical appointments. She stated the plan would be updated annually and all goals would be re-evaluated again in four years.
- Resolution 22-02 – A Resolution Approving The Overall Work Program Completion Report  
Todd Blankenship explained this resolution approves year end financial and activities report to FHWA & ODOT
- Resolution 22-03 – A Resolution approving an amendment to the TIP 114109 RIC SR 0013 04.26  
Todd Blankenship explained this TIP amendment is for the Bellville sidewalk project to address concerns of a proper setback from the road for the sidewalk.

Joe Gies asked for a motion to approve Resolutions 22-01, 22-02 and 22-03

***Mayor White made a motion to approve all three resolutions together. John Jaholnicky seconded the motion and the motion was approved.***

**C. Other Transportation Issues from the Floor and comments**

- Joe Gies stated the Shelby downtown project opened up bids but the schedule is being extended through next fall due to material supply issues.
- Adam Gove updated that the Roundabout is out for bid and project constructions should start next summer.
- Bob Bianchi reported the Main St project stage one design has been submitted to ODOT. Stage two will be due in about 9 months. Ideas are being looked at for what the best things that can happen on Main Street including making traffic two way. Construction is estimated in to begin in 2 years.
- Todd Blankenship reported – 1. There is a township stimulus program happening now with Federal money approved to spend on township roads, culverts, etc. 2. Plymouth started a school travel program to get funds to address pedestrian issues. 3. Commended Jackson Township for pushing pavement marking

**Program –**

**4. Regional Planning Commission**

**A. Zoning Subdivision and Land Use Report – Jotika Shetty**

- Recommendation to rezone 234 Malajora Rd., Madison Twp from R-3 to B-3
- Recommendation to rezone 240 N Illinois Ave., Madison Twp from B-1 to R-3
- Staff held zoning workshop on 9-29-21
- Brian Besecker and Amanda Middis have been appointed as new members to the ZLS committee
- GeoPermit new permitting module is being implemented in the County

***John Jaholnycky made a motion to accept the ZLS Committee report, Bob Bianchi seconded and the motion carried.***

**B. Executive Director's Report -Jotika Shetty:**

- Pong Wu was introduced as the new Senior Transportation Planner for Regional Planning
- Butler CDBG Residential Public Infrastructure Grant was completed October 31, 2021.
- CDBG PY 19 grant received and extension to December 31, 2021.



- CDBG PY 21 grant agreement was received
- New CDBG Grants Jotika is working on are: Plymouth - \$500,000. Dayspring nurse addition \$275,000, AAA meal program - \$865,000, AAA computer program - \$42,000 and Domestic Violence Shelter - \$280,000.
- \$15 million is still available in CDBG Cares funding for projects
- Guidance for \$350,000 M Brownfield and \$150,000 M Demolition grant program is expected by the end of November
- 12 Townships submitted projects for the ODOT Stimulus Program – 8 million in one time federal funds for sidewalks, roadways and culvert

### c. President's Report

Resolution 22-04 – Approve notification requirements and CY 2022 Calendar.

***Jodie Perry made a motion to approve the CY 2022 Calendar, meeting notification requirements, Mayor White seconded, and the motion carried.***

Resolution 22-05 – A resolution approving the Executive Director to issue and RFP for a County Housing Study

***John Jaholnycky made a motion to approve Resolution 22-05, Deanna West Torrence seconded and the motion carried.***

### D. Program – OPWC Community Presentation

Subdivision	Project	Type	Project Cost	OPWC Grant	OPWC Loan	OPWC Score
Mansfield	RIC-3RD ST-0.31	Culvert	\$3,607,852.00	\$450,000.00	\$0.00	56.5
Madison Twp.	Old Bowman St and other Improvements	Road	\$470,000.00	\$170,000.00	\$50,000.00	53.8
Ontario	Shangri-La Waterline Improvements	Water	\$395,000.00	\$150,000.00	\$0.00	51.4
Richland County	Linn Road and other Bridge Replacement	Bridge	\$1,125,000.00	\$450,000.00	\$0.00	50
Richland County	Orchard Park Road and other Improvements	Road	\$1,125,000.00	\$450,000.00	\$0.00	50
Bellville Village	Poorman Road	Stormwater	\$448,300.00	\$135,000.00	\$313,300.00	49.5
Washington Township	Southern Estates Improvements	Stormwater	\$250,000.00	\$100,000.00	\$0.00	49
Shelby	Broadway Sanitary Sewer Replacement	Wastewater	\$328,800.00	\$164,400.00	\$0.00	47
Butler Village	Craig St & Stewart Ave Improvements	Stormwater	\$360,850.00	\$120,000.00	\$200,425.00	46.4
	Total Ask			\$2,189,400.00	\$563,725.00	
	Estimate Available Funding			\$1,986,381.00		
	Difference			\$203,019.00		



**E. Community Update – Community Health Assessment update and visioning**

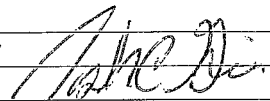
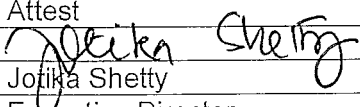
Dr. Julie Chaya talked to the committee about the importance of the Community Health Assessments Survey and gave instruction on how to complete the survey.

**Others from the Floor and comments**

Date of Next Meetings: Executive Committee: February 17, 2021  
Full Commission: March 24, 2021

***Deana West-Torrence made a motion to conclude the meeting, Mayor White seconded and the motion carried.***

Joe Gies concluded the meeting at 1:15 p.m.

By 	Attest 
Joseph Gies	Jotika Shetty
President	Executive Director



# RICHLAND COUNTY REGIONAL PLANNING

## AGENDA

### Richland County Regional Planning Commission Full Commission Meeting

October 27, 2021, Lunch – 11.30 a.m., Meeting - 12.00pm

1. Roll Call
2. Approval of Minutes of the June 23, 2021 Meeting
3. TRANSPORTATION COORDINATING COMMITTEE  
(Business of the Metropolitan Planning Organization MPO)
  - A. Public Transportation Report Jean Taddie
  - B. Technical Advisory Committee Report Todd Blankenship
    - 1) Resolution 22-01 – A Resolution Approving the Coordinated Public Transit Human Services Transportation Plan
    - 2) Resolution 22-02 – A Resolution Approving The Overall Work Program Completion Report
    - 3) Resolution 22-03 – A Resolution approving an Amendment to the TIP 114109 RIC SR 0013 04.26 - Bellville Sidewalk
  - C. Other Transportation Issues from the floor and comments
4. REGIONAL PLANNING COMMISSION
  - A. Zoning Subdivision and Landuse Report Jotika Shetty
  - B. Executive Director's Report Jotika Shetty
  - C. President's Report Joe. Gies
    - 1) Resolution 22-04 A resolution approving the Notification Requirements and CY 2022 Calendar of Meetings
    - 2) Resolution 22-05 A resolution approving the Executive Director to Issue an RFP for a County Housing Study
  - D. Program – OPWC Community Presentation
  - E. Community Update - Community Health Assessment update and visioning Dr. Julie Chaya
5. Member Updates
6. Others from the Floor and comments
7. Date of Next Meetings: November 17, 2021  
Executive Committee:  
Full Commission: February 23, 2022



# RICHLAND COUNTY REGIONAL PLANNING

## RICHLAND COUNTY REGIONAL PLANNING COMMISSION AND TRANSPORTATION COORDINATING COMMITTEE MINUTES OF JUNE 23, 2021

REGIONAL PLANNING		COORDINATING COMMITTEE	
Bob Bianchi		Jack Butler	
Gary Bishop		David Falquette	
Teri Brenkus	Present	Chris Kocher (ODOT)	
Donnie Clark	Present	Andrew Shepler (ODOT)	
Bob Entemann	Present	Carmen Stemen (FHWA)	Present
Dan Fletcher	Present	Jon VanHarlingen	Present
Joe Gies	Present	Mike Schafrath (ODOT)	Present
Paul Gleisinger (Dave Siebold)	Present	Jordan Whisler (ODOT)	
Adam Gove	Present	Robert Weaver (ODOT)	Present
Todd Hall			
Sarah Humphrey	Present		
Randy Hutchinson	Present		
John Jaholnycky		PLANNING ADVISORY COUNCIL	
Norman Jones	Present	Tim Bowersock	
Cliff Mears	Present	Ellen Haring	
Cheryl Meier		Chriss Harris	Present
Jodie Perry	Present	Brian McCartney	Present
Ed Pickens	Present	Charles Pscholka	
Dave Remy	Present	Marion Zaugg	
Steve Schag			
Matthew Stanfield	Present		
Lee Tasseff	Present	GUESTS	
Timothy Theaker	Present	Jeff Labaki (ODOT)	Present
Trae Turner	Present	Misty Crosby (Program Speaker)	Present
Deanna West-Torrence		Joe Harrod (Richland Health)	Present
Brian White		Mark Strohm (ODOT)	Present
Jeff Wilson		Matt Walter (ODOT)	Present

**Staff Members:** Todd Blankenship, David Gentile, Terri Kiser, Lyndsie Martin, Ricky Mitchell, Jotika Shetty, Jean Taddie,



## 1. Roll Call

Joe Gies started the meeting at 12:00. Roll Call was taken and quorum was confirmed.

## 2. Approval of Minutes of the March 24, 2021 Meeting

Minutes stand approved as written

## 3. TRANSPORTATION COORDINATING COMMITTEE

(Business of the Metropolitan Planning Organization MPO)

### A. **Public Transportation Report**

Jean Taddie, RCTB/Transit Development Manager, spoke about the following from the RCTB:

- \$542,417 ARPA funds have been appropriated to RCT
- RCT is heading toward normalcy, the Stanton Transit Center reopened, ridership is rebounding however a federal mask mandate is still in effect for mass transit services.
- RCT continues to offer free vaccine shuttles for all of Richland County and not just the normal route areas.
- FTA Triennial review report completed and actions required are in process.

### B. **Technical Advisory Committee Report**

Todd Blankenship, Transportation Technical Director, presented the following Resolutions for Commission approval

- **Resolution 21-12 Certifying the Urban Planning Process** – Annual resolution to certify that the UPP addresses major issues in the region and is conducted in accordance with all USC and CFR.
- **Resolution 21-13 Reaffirmation of the LRTP – Looking Forward 2045** – Annual resolution required to reaffirm the long-term transportation planning document.
- **Resolution 21-14 approving the Overall Work Program for Fiscal Year 2022** – The OWP is a required yearly document to state the purpose of Regional Planning specific work categories and the activities that will be performed. The OWP states the expected results and costs of these activities.
- **Resolution 21-16 A Resolution amending 106829 TIP** – This resolution adds MPO funds to CE (Construction Inspection) @ 90/10  
Jotika Shetty, presented the following resolution:
- **Resolution 21-15 A resolution approving the RCRPC Public Involvement Plan** – The PIP is a handbook that outlines the MPO's public participation methods and strategies to ensure public engagement. It also presents the state and federal regulations regarding public participation.

*Lee Tasseff made a motion to approve Resolutions 21-12, 21-13, 21-14, 21-15 and 21-16. Jodie Perry seconded the motion and all approved the motion.*

### C. **Jeff Labaki gave an update on the US 30 project**

Jeff explained the project will reconstruct U.S. 30 between St Rt 309 and Fifth Ave to address deteriorating pavement, poor bridge conditions and improve outdated design features. The project began in April 2020 and the estimated completion will be in May 2023. Total estimated cost for the U.S. rehabilitation project is \$62 million. Project photos and work progress report was shared.

**D. Other Transportation Issues from the floor and comments.**

There was no discussion on this topic.

**4. PROGRAM – Rural Broadband and Solving the Last Mile Puzzle**

The program was presented by Misty Crosby – Executive Director, Buckeye Hills Regional Council

Misty has been working to focus the attention of our political leaders on the lack of broadband access especially in rural areas. She has done an eight county study showing a high percentage of rural areas lack access to broadband all together and those with access are likely to have service below the current FCC minimum standards. She gave a very informative presentation and encouraged all to build communications with their local broadband carriers to foster an equitable partnership with them to reach more people and increase broadband speeds to those they serve.

**5 REGIONAL PLANNING COMMISSION**

**A. Zoning Subdivisions and Landuse Report**

There were no items to discuss

**B. Executive Directors Report – Jotika Shetty**

- The OPWC on-line roll out has been pushed back to August instead of July. Jotika urged anyone who does not have a login yet to reach out to OPWC for login information
- The upcoming round for county level will still be paper applications and are due at the Regional Planning Office on 10/1/21 for presentation at the 10/23/21 Full Commission meeting.
- NRAC applications are due 7/2/21. These will also still be paper applications and Jotika will input those on line herself
- Jotika has submitted an application for the Village of Plymouth asking for \$500,000 for a storm sewer project to CDBG. This is a competitive critical infrastructure grant she is still waiting for word on.
- The CDBG Allocation Grant for PY19 is winding down with project completion by August 30, 2021.
- There were no request for zoning variations to report however, the Tax Map office is reporting lots of activity for lot splits.
- The Ohio House Finance Committee added an amendment to a pending bill that will include townships to qualify for ARPA funds. The Bill is awaiting vote on the House Floor.
- Work with the community on the Mansfield Rising is coming back to life now that COVID restrictions are lifting and the branding consultants are expected to be in town during the month of July.
- Mayor White is working diligently on the Lexington Comprehensive Plan. There will be public meetings June 28 and 29 to welcome community feedback. Jotika encouraged residents from inside and surrounding the Village of Lexington to attend.

### C. President's Report – Joe Gies.

Joe mentioned the confusion surrounding allowed uses of the ARPA funds. He encouraged all in attendance to share conversations on vetted uses of the funds in an effort to help spread the word about how to apply these dollars throughout the area.

### D. Community Update

#### Health Department

- Sara Humphrey gave update on COVID activities. She reported the number of active cases are moving in a positive direction bringing about a decrease in mandates. Most activities can return to normal with the exception of mass transit services still required to wear mask. Sarah reported that cases have decreased so much that local hospitals are not reporting so she could not give local case numbers. Sarah was able to report 62 active cases at this time in our Region, which includes 12 other counties. She reported in Richland County, 34% have received at least one COVID vaccine to date.
- Joe Harrod gave an update to the environment health topic of wells and septic regulations implemented in Ohio/Richland County concerning lot splits. In Richland County any lot split under five acres requires an approval of the Health Department. This will ensure a well and septic fit appropriately into the new lot and also ensure a well or septic was not divided in the lot split. Joe reported that in 2020 there were 125 septic approvals and 146 well approvals, the highest numbers since 2015.

## 6. MEMBER UPDATES

None at this time.

## 7. Others from the floor and Comments

Lee Tasseff gave his compliments to Regional Planning and Ricky Mitchell for a great job on the Wayfinding Project. He commended them for moving people off the bike trail and into the community.

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Date of Next Meetings:	Executive Committee:	July 14, 2021 (in person)
	Full Commission:	October 27, 2021 (in person)

The meeting was adjourned by declaration at 1:35 p.m.

***There being nothing further, President Gies concluded the meeting.***

By	Attest
Joseph Gies	Jotika Shetty
President	Executive Director





## RESOLUTION 22-01

OF THE COORDINATING COMMITTEE OF THE CONTINUING COMPREHENSIVE  
LAND-USE AND TRANSPORTATION PROGRAM FOR RICHLAND COUNTY, OHIO

### A RESOLUTION SUPPORTING THE COORDINATED PUBLIC TRANSIT HUMAN SERVICES TRANSPORTATION PLAN BE SUBMITTED TO ODOT

**WHEREAS**, the Coordinating Committee of the Continuing Comprehensive Land-Use and Transportation Program of the Richland County Regional Planning Commission who is designated as the Metropolitan Planning Organization (MPO) for the Mansfield urbanized area by the Governor acting through the Ohio Department of Transportation (ODOT) in cooperation with locally elected officials of Richland County; and

**WHEREAS**, people with specialized transportation needs have rights to mobility. Older adults, individuals with limited incomes and people with disabilities rely heavily, sometimes exclusively, on public and specialized transportation services to live independent and fulfilling lives. These services which are provided by public and private transportation systems and human service agency programs are essential for travel to work and medical appointments, to run essential errands, or simply to take advantage of social or cultural opportunities; and

**WHEREAS**, under the FAST Act, projects funded by Federal Transit Administration (FTA) Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities program must be included in a locally developed, coordinated public transit-human services transportation plan; and

**WHEREAS**, the FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program provides operating and capital assistance funding to provide transit and purchase of services to private nonprofit agencies, and to qualifying local public bodies that provide specialized transportation services to elderly persons and to people with disabilities; and

**WHEREAS**, a local committee with participation by seniors, individuals with disabilities, representatives of public, private, and non-profit transportation and human services providers and participation by other members of the public developed this plan; and

**NOW, THEREFORE, BE IT RESOLVED THAT**, the Coordinating Committee of the Continuing Comprehensive Land Use and Transportation Program for Richland County:

Recommends the **Coordinated Public Transit Human Services Transportation Plan** be submitted to ODOT.

**Certification:**

*The foregoing resolution was approved by the Coordinating Committee of the Continuing Comprehensive Land-Use and Transportation Program of the Richland County Regional Planning Commission at its meeting held on October 27, 2021.*

By:

Joseph Gies  
President

Date

Attest:

Jotika Shetty  
Executive Director/Secretary

Date



## RESOLUTION 22-02

OF THE COORDINATING COMMITTEE OF THE CONTINUING COMPREHENSIVE  
LAND-USE AND TRANSPORTATION PROGRAM FOR RICHLAND COUNTY, OHIO

### A RESOLUTION APPROVING THE OVERALL WORK PROGRAM COMPLETION REPORT FOR Fiscal Year 2021

**WHEREAS**, the Coordinating Committee of the Continuing Comprehensive Land-Use and Transportation Program of the Richland County Regional Planning Commission who is designated as the Metropolitan Planning Organization (MPO) for the Mansfield urbanized area by the Governor acting through the Ohio Department of Transportation (ODOT) in cooperation with locally elected officials of Richland County; and

**WHEREAS**, the MPO must annually prepare a document that provides an overview of all the major work activities completed and the funds expended for those activities.

**WHEREAS**, the Overall Work Program Completion Report for Fiscal Year 2021, covering the period from July 1, 2020 to June 30<sup>th</sup> 2021 has been prepared and submitted and now requires official approval, so

**NOW, THEREFORE, BE IT RESOLVED THAT**, the Coordinating Committee of the Continuing Comprehensive Land Use and Transportation Program for Richland County:

Approves the Overall Work Program Completion Report for Fiscal Year 2021.

**Certification:**


The foregoing resolution was approved by the Coordinating Committee of the Continuing Comprehensive Land-Use and Transportation Program of the Richland County Regional Planning Commission at its regular meeting held on October 27, 2021.

By:

  
\_\_\_\_\_  
Joseph Gies  
President

Date

Attest:

  
\_\_\_\_\_  
Jotika Shetty  
Executive Director/Secretary

Date





## RESOLUTION 22-03

OF THE COORDINATING COMMITTEE OF THE CONTINUING COMPREHENSIVE  
LAND-USE AND TRANSPORTATION PROGRAM FOR RICHLAND COUNTY, OHIO

### A RESOLUTION AMENDING THE FY2021 – FY2024 TRANSPORTATION IMPROVEMENT PROGRAM

**WHEREAS**, the Coordinating Committee of the Continuing Comprehensive Land-Use and Transportation Program of the Richland County Regional Planning Commission who is designated as the Metropolitan Planning Organization (MPO) for the Mansfield urbanized area by the Governor acting through the Ohio Department of Transportation (ODOT) in cooperation with locally elected officials of Richland County; and

**WHEREAS**, the MPO has prepared and approved a Transportation Improvement Program for Fiscal Years 2021 – 2024 and found this project is consistent with the approved Long Range Transportation Plan, *DIRECTION Looking Forward 2045*.

**WHEREAS**, The Village of Bellville is sponsoring a pedestrian safety project along SR 13.

**WHEREAS**, RCRPC has requested the following project be amended to reflect the following

#### PID:114109 RIC SR 0013 04.26

	SAC	Year	Amount	Type
<b>PE Phases</b>				
PE PE/PE	4TC7	FY2022	\$ 35,247	RCRPC (TDC)
	Local	FY2022	\$ 3,916	Village of Bellville
PE PE/DD	4TC7	FY2022	\$ 44,804	RCRPC (TDC)
	Local	FY2022	\$ 4,978	Village of Bellville
<b>RW Phase</b>				
RW RW Serv	4TC7	FY2022	\$ 18,264	RCRPC (TDC)
	Local	FY2022	\$ 2,029	Village of Bellville
RW RW Acquis	4TA7	FY2022	\$ 18,000	RCRPC (TDC)
	Local	FY2022	\$ 2,000	Village of Bellville
<b>CO Phase</b>				
CO CO/CC	4TA7	FY2024	\$ 718,020	RCRPC (TDC)
	Local	FY2024	\$ 79,780	Village of Bellville
CO CO/CE	4TA7	FY2024	\$ 86,162	RCRPC (TDC)
	Local	FY2024	\$ 9,574	Village of Bellville
CO CO/CE Ongoing	4TA7	FY2024	\$ 4,661	RCRPC (TDC)
	Local	FY2024	\$ 518	Village of Bellville

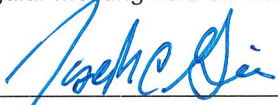
**NOW, THEREFORE, BE IT RESOLVED THAT**, the Coordinating Committee of the Continuing Comprehensive Land Use and Transportation Program for Richland County:

Adopts this Amendment to the Transportation Improvement Program for fiscal years 2021 – 2024 that recommends the adjustment of PID:114109 RIC SR 0013 04.26

#### **Certification:**

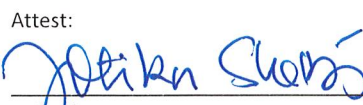
*The foregoing resolution was approved by the Coordinating Committee of the Continuing Comprehensive Land-Use and Transportation Program of the Richland County Regional Planning Commission at its regular meeting held on October 27, 2021.*

By:

  
Joseph Gies  
President

Date

Attest:

  
Jotika Shetty  
Executive Director/Secretary

Date





## RESOLUTION. 22- 04

RICHLAND COUNTY REGIONAL PLANNING COMMISSION

### A RESOLUTION ESTABLISHING RULES OF PROCEDURE FOR NOTICE OF GENERAL, SPECIAL, AND EMERGENCY MEETINGS OF THE RICHLAND COUNTY REGIONAL PLANNING COMMISSION AND ADOPTING THE SCHEDULE FOR CALENDAR YEAR 2022

**WHEREAS**, Ohio revised Code 121.22 requires public officials to take official action and to conduct all deliberations upon official business only in open meetings unless the subject matter is specifically excepted by law.

**WHEREAS**, every public body, by rule, shall establish a reasonable method whereby any person may determine the time and place of all regularly scheduled meetings and the time, place, and purpose of all special meetings.

### NOW, THEREFORE, BE IT RESOLVED

1. Unless otherwise specified, regular meetings shall be held at locations and on dates indicated on the attached calendar.
2. For the purposes of regularly scheduled meetings, notice required is met if at least seven days (7) in advance of the meeting, the date, time, place, is emailed to newspapers of general circulation in Richland County; posted on the lobby bulletin board visible in the front window of the RCRPC office at 19 N Main Street, Mansfield; posted on the Commission website ([www.rcrpc.org](http://www.rcrpc.org)).
3. For the purposes of special meetings, notice required is met if at least twenty four (24) hours in advance of the meeting, the date, time, place, and the manner in which to obtain the agenda, is emailed to newspapers of general circulation in Richland County; posted on the lobby bulletin board visible in the front window of the RCRPC office at 19 N Main Street, Mansfield; posted on the Commission website ([www.rcrpc.org](http://www.rcrpc.org)).
4. For the purposes of emergency meetings, notice required is met if given as soon as practicable, and includes the date, time, place, and the manner in which to obtain the agenda, is emailed to newspapers of general circulation in Richland County; posted on the lobby bulletin board visible in the front window of the RCRPC office at 19 N Main Street, Mansfield; posted on the Commission website ([www.rcrpc.org](http://www.rcrpc.org)).
5. The agenda is posted at the following locations: the bulletin board located in the lobby and visible in the front window of the RCRPC office at 19 N Main Street, Mansfield; posted on the Commission website ([www.rcrpc.org](http://www.rcrpc.org)).
6. The location for the meetings is ADA accessible. If a participant needs auxiliary aids (interpreter, assistive listening devise, etc.), public can contact the Richland County Regional Planning office at 419-774-5684 and specify the type of aid and/or interpreter needed.

**BE IT FURTHER RESOLVED, THAT** the Richland County Regional Planning Commission adopt the meeting schedule in the attached calendar for regular meetings to be held during 2022.

#### Certification:

The foregoing resolution was approved by the Richland County Regional Planning Commission at its regular meeting held on October 27, 2021.

By:

Attest:

  
Joseph Gies  
President

Date

  
Jotika Shetty  
Executive Director/Secretary

Date



# RICHLAND COUNTY REGIONAL PLANNING

## MEETING SCHEDULE FOR 2022

### EXECUTIVE COMMITTEE

Meeting: 11:30 a.m.  
Meetings Location:  
RCRPC Conference Room,  
16 N. Walnut St., Mansfield, OH 44902

January..... 12  
February.....no meeting  
March..... 16  
April.....no meeting  
May..... 11  
June..... 15  
July.....no meeting  
August..... 10  
September..... 14  
October.....no meeting  
November..... 16  
December.....no meeting

### TECHNICAL ADVISORY COMMITTEE:

Meeting: 2:00 p.m.  
Meetings Location:  
RCRPC Conference Room

April..... 12  
July.....12  
October.....11

### FULL COMMISSION

Lunch: 11:30 a.m.,  
Meeting: Noon  
Meeting Location:  
Kobacker Room – DLX, 28 N Main St.

January..... no meeting  
February.....23  
March..... no meeting  
April.....27  
May..... no meeting  
June..... no meeting  
July.....28  
August..... no meeting  
September..... no meeting  
October.....26  
November..... no meeting  
December..... no meeting

### ZONING SUBDIVISION AND LANDUSE COMMITTEE:

Meetings Location:  
RCRPC Conference Room

Second and Fourth Tuesday of the  
month at 9.00 AM

Date \_\_\_\_\_



# RICHLAND COUNTY HOUSING NEED ASSESSMENT AND ACTION PLAN

January - October 2022



## PURPOSE

### HOUSING

Housing is important to families. It fulfills a basic human need for shelter. Decent, affordable housing increases financial stability, educational attainment, and wellbeing. Adequate housing can also facilitate labor mobility and helps grow economies.

Richland County, Ohio, and its many cities and villages are on a path of revitalization thanks to the leadership, creative partnerships, and new investment. The County was one of the few rural counties in Ohio to experience modest growth in population in the 2020 Census.

As conditions improve, there is a need for the communities to be strategic in efforts to return to a robust and flourishing housing market that meets the needs of the community. This action plan will allow for a shared vision and strategy to improve access to housing.

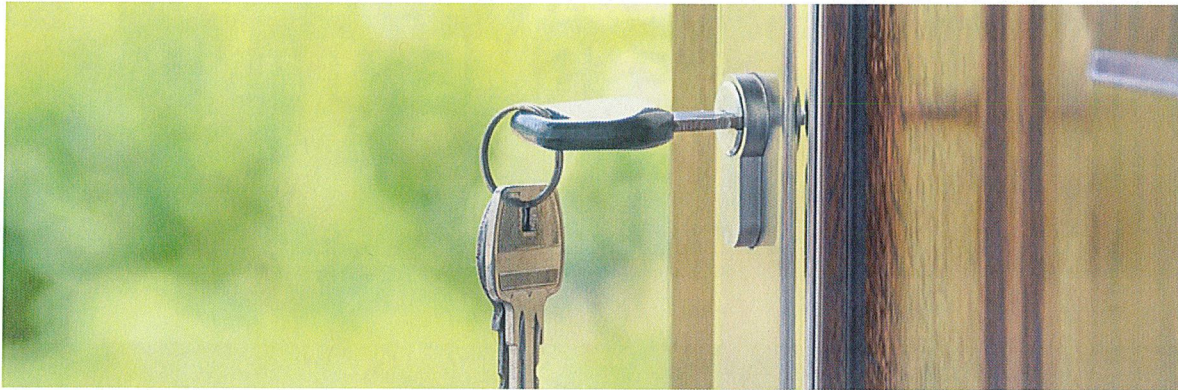
*"As we compete in a global market to attract and retain businesses and talent to Richland County, it is crucial to have a variety of housing options available for our workforce."*

*- Jodie Perry, CEO & President,  
Richland Area Chamber and  
Economic Development*

*"Attainable housing is the foundation of stability for individuals, for families and for our community."*

*- Steve Andrews, Executive  
Director, Mansfield Metropolitan  
Housing Authority*





## SCOPE OF SERVICES

Create a housing strategy for the County.

The purpose of this housing study is to analyze the housing stock and housing market in Richland County, inventory existing housing resources, identify gaps in the local housing market, identify trends that may affect the housing market over time, and develop strategies to address the current and future needs of the community with the overall goal of ensuring that housing opportunities are provided for households of all types, ages, and income levels.

*"As a leader in the aging network, I have seen first hand the impact on seniors and caregivers due to the lack of affordable and appropriate housing when they want to remain in our community."*

*- Duana Patton, CEO, Area Agency on Aging*

The study will help Richland County agencies, housing providers, housing developers, nonprofit organizations, and municipalities update intervention strategies, including land use and zoning decisions, and encourage housing development projects that meet both market demand and community priorities. The study should help guide decisions related to the allocation of public funds and other resources.

The Consultant will take a comprehensive county-wide approach and help identify up to six (6) municipalities and geographic areas in the county that will serve as 'nodes' for this project. A Housing Development Steering Committee will work closely with the stakeholders and selected consultant.

The study will address:

Demographics - Need for Housing Types - Coordination with Services - Rental Housing - Housing Insecurity - Aging Housing Stock - New Housing Development - Housing Programs - Action Plan





**Richland County Regional Planning Commission  
Executive Committee  
MINUTES**

**September 15, 2021**

**\*\*\* RCRPC Conference Room, 16 N Walnut St., Mansfield, OH 44902 \*\*\***

President Joe Gies called the meeting to order at 11:30 a.m. Joe asked for roll call and quorum was confirmed.

**Roll Call / Attendance**

Executive Committee		President/Vice President	
Bob Bianchi		Joe Gies	Present
Dan Fletcher	Present	Deanna West-Torrence	Present
Adam Gove	Present		
Sarah Humphrey		Past President	
Randy Hutchinson	Present	Ellen Haring	Present
Cliff Mears			
Jodie Perry	Present	Staff	
Steve Schag		Jotika Shetty	Present
Tim Theaker	Via Phone not voting	Terri Kiser	Present
Brian White	Present		
		Guest(s)	

**1. Approval of the Minutes of August 18, 2021 Meeting**

Joe Gies asked for a motion to approve the Minutes of the August 18, 2021 meeting.

*Adam Gove made a motion to approve the Minutes, Deanna West-Torrence seconded the motion and the motion passed unanimously.*

## **2. Bills for August 2021**

Jotika informed the members that the bills packet was available at the meeting should anyone like to review any invoices. She made mention of the following nonstandard items:

- \$478 for APA annual membership
- \$100 for job posting on OEAD website
- \$136.40 postage for NRAC Clean Air Applications
- \$512.87 for count sticks which will allow a safer way for traffic counts

***Mayor Hutchinson made a motion to approve the bills for August 2021, Jodie Perry seconded the motion and the motion passed unanimously.***

## **3. Financial Report August, 2021**

Jotika mentioned the following concerning the August 2021 Financial Report:

- On Revenue by Source-Miscellaneous Revenue reflected the August use of the Intern Grant, which we have now exhausted.
- As all counties have now agreed to pay the indirect portion of D16 NRAC and OPWC we will once again show all revenue generated by that source together under Revenue by Source rather than segregate the Indirect Revenue.
- She advised that the FY21 Budget line item Salaries and those related to salaries might need adjusted as the year goes on due to hiring the Senior Transportation Planner at a higher salary than budgeted for. She advised that we do have transportation grant funds to cover the higher expense.

***Dan Fletcher made a motion to approve the Financials for August 2021, Adam Gove seconded the motion and the motion passed unanimously.***

## **4. August 2021 Balance Statements and CAP**

Jotika stated that our CAP rates are below our provisional rate and should continue to trend that way, noting that the more we can charge to programs, the lower our CAP rates will be. She also stated the Balance Sheet has not changed much and that the assets and receivables compared to the liabilities is in a healthy position.

## **5. Hiring of Senior Transportation Planner**

Pong Wu was employed at Regional Planning October 2012 until February of 2014. He comes back with 24 years of Transportation Planning experience and will be a tremendous asset to the Commission. He will be formally introduced at the October 27, 2021 Full Commission meeting.

It is in the Power of the Commission to recognize past employment in the private sector and out of state public sector for vacation service credit.

***Deanna West-Torrence made a motion to hire Pong Wu as the Senior Transportation Planner and to recognize past private and state employment as past service time for vacation accrual, Jodie Perry seconded the motion and the motion passed unanimously.***

## **6. Executive Directors Report**

Jotika reported on the following items:

- **Public Notice Requirements** – Jotika asked that we draft a policy that states how we will inform the public of public meetings going forward. Some discussion was made on the subject and centered on best options to allow for general public to know about Commission meetings. It was suggested our policy could state that we would notify the news media of our meetings. Final consensus suggested the following:

*RCPRC will notify the public of meetings by posting on the event board visible in the front window of their office at 19 N Main St, publishing on rcrpc.org and notifying the local newspaper of regularly scheduled meetings, special meetings and emergency meetings.*

- **Housing RFP** – Jotika advised that the Housing Development Steering had been meeting and was ready with the draft Housing RFP for a Housing Needs Assessment and Action Plan for the County. RCRPC will be issuing the RFP. This plan is intended for the entire county and will serve as a guide to achieve healthy communities with housing that is appealing to outside businesses and meets resident needs. The plan will look at our larger cities and village needs and they will be asked to participate monetarily to pay for the plan. In case of shortfall in the contributions, Jotika asked for a motion to authorize her to expend up to \$10,000 from the Regional Planning Commission funds to help finance the consultant fees.

***Deanna West-Torrence made a motion to authorize Jotika to spend up to \$10,000 in support of the Housing Consultant, Brian White seconded the motion and the motion passed unanimously.***



- Audit – Julian & Grubb is in the final year of their contract to prepare RCRPC fiscal year financial statements. Their work has been very satisfactory to date.
- RCGC – Richland County Growth Corporation just had their audit released. The only management comment was that the custodian of their records sign a statement stating they have read and understand the records policy. Since the RCRPC acts as the secretary to the RCGC it was recommended to appoint RCRPCs record custodian and have her sign the statement. This has now been addressed.
- CCAO Association Webinar/Senate Bill 52 – Jotika attended this webinar and informed that this bill gives the County Commissioners discretionary power to not allow wind and solar power projects in certain areas of their county or the entire county.
- ODOT – ODOT Is back to working in their offices 2-3 days a week.
- FC Meeting Mask - Jotika asked the committee on their thoughts about whether we should require that masks be worn at the Full Commission meeting October 27. Consensus was that depending on conditions as the time gets here it would be best to have mask available and strongly encourage everyone to wear a mask.
- RCT – DoubleMap software was rolled out with an app to see where the busses are in real time. Recently, DoubleMap was bought out and the new company will not support this app. RCT has been trying to work with the new company and progress is not going very well.
- Third Street Popup Project – This project will run September 20<sup>th</sup> through October 1<sup>st</sup> and will be located on Third Street by the Renaissance Theater rear area. Jotika encouraged all members to visit and support this project.

## **7. Presidents Report**

Joe Gies reminded everyone that OPWC applications will be presented at the October 27<sup>th</sup> Full Commissions. Applications are due by October 8<sup>th</sup> at RCRPC office.

**Joe Gies adjourned the meeting at 12:30 p.m.**

<b>Date of Next Meetings:</b>	<b>Executive Committee Full Commission</b>	<b>November 17, 2021 October 27, 2021</b>
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By:

Attest:

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Joseph Gies - President

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Jotika Shetty – Executive Director