



Executive Committee Meeting Agenda  
Thursday, December 8, 2016, 1:15 PM

**Call to Order** – Stephen McCall, President

**Roll Call** – Dave Gulden

**Action on Minutes of November 10, 2016** – Executive Committee

**Financial Reports** – Andy Yoder, Treasurer

**ODOT Reports**

**New Business:**

1. Review of Woodbine Section 2 Amended Final Plat (Union County) – Staff Report by Brad Bodenmiller
2. Building Committee Report – Dave Gulden

**Director's Report**

**Comments from Individuals**

**Adjourn**

## LUC Regional Planning Commission Treasurer's Report

Beginning Balance on November 1, 2016 \$ 491,654.60

### Receipts

|                      |                                 |    |           |
|----------------------|---------------------------------|----|-----------|
| Various Ticket Sales | Annual Dinner Tickets           | \$ | 705.00    |
| DP&L                 | Annual Dinner Sponsorship       | \$ | 600.00    |
| PulteGroup           | Woodbine Section 2 Amended Plat | \$ | 2,440.00  |
| Logan County         | Reimbursement RTPO Inv #3 & 4   | \$ | 13,227.91 |
| Union County         | Oct. '16 Interest               | \$ | 314.94    |

Total Receipts \$ 17,287.85

Total Cash on Hand \$ 508,942.45

### Expenditures

|                       |                                    |    |           |
|-----------------------|------------------------------------|----|-----------|
| Employee Salaries     | 2 Pay Periods                      | \$ | 12,056.00 |
| PERS                  | Oct-16                             | \$ | 1,687.84  |
| Medicare              | 2 Pay Periods                      | \$ | 163.28    |
| Worker's Compensation | Worker's Compensation Payment      | \$ | 180.14    |
| Dental Insurance      | Dental Insurance                   | \$ | 135.90    |
| CEBCO                 | Health Insurance                   | \$ | 2,855.98  |
| CEBCO                 | Vision Insurance                   | \$ | 7.12      |
| Life Insurance        | Life Insurance                     | \$ | 8.42      |
| USPS                  | Postage                            | \$ | 499.61    |
| Staples               | Office Supplies                    | \$ | 180.25    |
| Wesley Easton         | Water Cooler Rental & Water        | \$ | 20.58     |
| Champaign County Twp  | Annual Dinner - Gulden/Bodenmiller | \$ | 32.00     |
| Time Warner           | Internet/Phone Service             | \$ | 297.08    |
| Gracia Welty          | Office Cleaning 10/23/16           | \$ | 60.00     |
| Gracia Welty          | Office Cleaning 11/6/16            | \$ | 60.00     |
| Gracia Welty          | Office Cleaning 11/20/16           | \$ | 60.00     |
| The Farmer's Daughter | Annual Dinner                      | \$ | 1,648.90  |
| Brad Bodenmiller      | Mileage - October 2016             | \$ | 263.52    |
| Dave Gulden           | Mileage - October 2016             | \$ | 343.44    |
| Heather Martin        | Mileage - October 2016             | \$ | 76.68     |
| TEC Entineering       | IL Traffic Analysis                | \$ | 2,099.50  |
| Richwood Banking Visa | Miscellaneous Expenses             | \$ | 612.15    |

Total Expenditures \$ 23,348.39

Balance on Hand as of November 30, 2016 \$ 485,594.06

Respectfully Submitted,



R. Andy Yoder, Treasurer



## 2016 Budget Summary

as of November 30, 2016

### Revenues

|                         |                          | Estimated            | Received             | Cash Balance        | %    |
|-------------------------|--------------------------|----------------------|----------------------|---------------------|------|
| 450112                  | Membership Contributions | \$ 182,950.14        | \$ 187,341.05        | \$ 4,390.91         | 102% |
| 450105                  | Grants                   | \$ 28,500.00         | \$ 44,259.00         | \$ 15,759.00        | 155% |
| 450105.LUC13            | ODOT RTPO Grant          | \$ 80,000.00         | \$ 69,137.54         | \$ (10,862.46)      | 86%  |
| 420107                  | Charges for Services     | \$ -                 | \$ 32,019.00         | \$ 32,019.00        |      |
| 480108                  | Annual Dinner            | \$ 2,900.00          | \$ 2,755.00          | \$ (145.00)         | 95%  |
| 420121                  | Subdivision Plats        | \$ 30,000.00         | \$ 42,884.44         | \$ 12,884.44        | 143% |
| 420122                  | Mapping                  | \$ 100.00            | \$ 95.00             | \$ (5.00)           | 95%  |
| 470101                  | Interest                 | \$ 1,428.00          | \$ 3,530.04          | \$ 2,102.04         | 247% |
| Estimated Total Revenue |                          | <b>\$ 325,878.14</b> | <b>\$ 382,021.07</b> | <b>\$ 56,142.93</b> | 117% |

### Expenditures:

|                              |                          | Estimated Budget     | Intra-Fund Transfers | Carry Over Previous Yr | Adjusted Budget      | Expended             | %   |
|------------------------------|--------------------------|----------------------|----------------------|------------------------|----------------------|----------------------|-----|
| 510100                       | Salaries & Wages         | \$ 210,000.00        |                      |                        | \$ 210,000.00        | \$ 156,061.31        | 74% |
| 510205                       | PERS                     | \$ 29,400.00         |                      |                        | \$ 29,400.00         | \$ 21,848.58         | 74% |
| 510215                       | Medicare                 | \$ 3,045.00          |                      |                        | \$ 3,045.00          | \$ 2,133.30          | 70% |
| 510225                       | Workers Compensation     | \$ 3,360.00          |                      |                        | \$ 3,360.00          | \$ 2,185.49          | 65% |
| 510305                       | Medical                  | \$ 46,000.00         | \$ (10,000.00)       |                        | \$ 36,000.00         | \$ 31,986.98         | 89% |
| 510310                       | Dental Insurance         | \$ 3,000.00          |                      |                        | \$ 3,000.00          | \$ 1,519.70          | 51% |
| 510315                       | Vision Insurance         | \$ 300.00            |                      |                        | \$ 300.00            | \$ 79.86             | 27% |
| 510320                       | Life Insurance           | \$ 300.00            |                      |                        | \$ 300.00            | \$ 96.42             | 32% |
| 520115                       | Office Supplies          | \$ 5,000.00          | \$ 2,000.00          |                        | \$ 7,000.00          | \$ 3,581.67          | 51% |
| 520155                       | Subscription Fees        | \$ 5,000.00          | \$ 2,600.00          |                        | \$ 7,600.00          | \$ 4,780.82          | 63% |
| 530110                       | Tuition Reimbursement    | \$ 6,000.00          |                      | \$ 4,366.97            | \$ 10,366.97         | \$ 5,992.59          | 58% |
| 530171                       | Professional Development | \$ 6,000.00          | \$ (2,000.00)        |                        | \$ 4,000.00          | \$ 2,286.00          | 57% |
| 530199                       | Utilities                | \$ 12,000.00         |                      |                        | \$ 12,000.00         | \$ 6,467.48          | 54% |
| 530650                       | Maintenance & Repair     | \$ 10,000.00         | \$ (2,000.00)        |                        | \$ 8,000.00          | \$ 2,982.65          | 37% |
| 530702                       | Annual Dinner            | \$ 5,000.00          |                      |                        | \$ 5,000.00          | \$ 3,908.76          | 78% |
| 530800                       | Building                 | \$ 250,000.00        | \$ (16,200.00)       |                        | \$ 233,800.00        | \$ -                 | 0%  |
| 540100                       | Equipment                | \$ 8,000.00          | \$ (1,200.00)        | \$ 570.86              | \$ 7,370.86          | \$ 4,400.13          | 60% |
| 550100                       | Travel & Expense         | \$ 10,000.00         | \$ 100.00            |                        | \$ 10,100.00         | \$ 5,560.15          | 55% |
| 550305                       | Contingencies            | \$ 25,000.00         | \$ 26,700.00         |                        | \$ 51,700.00         | \$ 50,013.11         | 97% |
| Estimated Total Expenditures |                          | <b>\$ 637,405.00</b> |                      |                        | <b>\$ 642,342.83</b> | <b>\$ 305,885.00</b> | 48% |

### STATEMENT:

|  |               |
|--|---------------|
| Cash Balance January 1, 2016             | \$ 409,457.99 |
| Estimated Cash Balance December 31, 2016 | \$ 121,192.77 |
| Actual Cash On Hand December 31, 2016    |               |
| Estimated Total Revenue                  | \$ 325,878.14 |
| Actual 2016 Revenue                      | \$ 382,021.07 |
| Difference (+/Under)                     | \$ 56,142.93  |
| Estimated Total Expenditures             | \$ 637,405.00 |
| Actual 2016 Expenditures                 | \$ 305,885.00 |
| Difference (+/Under)                     | \$ 331,520.00 |



# Logan-Union-Champaign Regional Planning Commission

Director: Dave Gulden, AICP

## Director's Report – November 10, 2016

| <b>Dave's Activities:</b>                     |   |
|---|---|
| <b>Meetings, Miscellaneous &amp; Projects</b> |   |
| 11/17   | Annual report prep, LUC Annual Dinner.  |
| 11/18   | OARC Transportation Committee   |
| 11/22   | Honda East Liberty event  |
| 11/29   | Union Co mtg re: Crossroads Plan  |
| 11/30   | OARC Director's mtg   |
| 12/1  | Union Co Dept Head mtg  |
| 12/2  | Economic Development 411 event w/Logan Co.                                      |
| 12/5  | CCAO event (County Planners)  |
| 12/6  | Champaign County Commissioners  |
| 12/7  | ODOT/FHWA Title VI workshop   |
| 12/8  | ODOT RTIP discussion  |
| Ongoing                                       | RTPO Activities: Indian Lake Study, Freight Study, future viability of LUC RTPO |
| Ongoing                                       | CDBG for Champaign County   |

| <b>Heather's Activities:</b>                  |  |
|---|--|
| <b>Meetings, Miscellaneous &amp; Projects</b> |  |
| 11/14   | Logan & Champaign Co FCFC FH'ing Training                        |
| 11/17   | Logan County FH'ing Training; LUC Annual Dinner                  |
| 11/30   | Logan County FH'ing Training; City of Marysville FH'ing Training |
| Completed                                     | 2017 Per Capita Billing  |
| Ongoing                                       | 4 <sup>th</sup> Qtr FH'ing Mailing                               |

| <b>Brad's Activities:</b>                     |  |
|---|--|
| <b>Meetings, Miscellaneous &amp; Projects</b> |  |
| 11/17   | Attended LUC Annual Dinner.  |
|   | Met with Mad River Twp (C) Zoning Inspector and Champaign Co (C) Prosecutor's Office.  |
| 11/21   | Met with Village of St. Paris (C) Administrator.<br>Met with Jerome Twp (U) Zoning Inspector.  |
| 11/28   | Attended Union Twp (U) Board of Trustees meeting.  |
| Ongoing                                       | Assisting jurisdictions:<br>Champaign Co (C), City of Urbana (C), Concord Twp (C), Jerome Twp (U), Johnson Twp (C), Liberty Twp (U), Logan Co (L), Mad River Twp (C), Monroe Twp (L), Salem Twp (C), Union Twp (L), Union Twp (U), Urbana Twp (C), Union Co (U), Village of Mechanicsburg (C), Village of St. Paris (C), Village of West Mansfield (L), Washington Twp (L) |
| Ongoing                                       | Assisting with ODOT RTPO Grant as needed. This month focused on state bike routes.   |
| Ongoing                                       | Working on sign code update for Jefferson Twp (L), Liberty Twp (L), Perry Twp (L), and Salem Twp (C).  |

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Executive Committee Meeting Minutes  
Thursday, December 8, 2016

President Stephen McCall called the meeting to order at 1:14 pm.

**Roll Call** – Dave Gulden

**Members present:** John Bayliss, Paul Benedetti, Tyler Bumbalough, Scott Coleman, Dave Faulkner, Chad Flowers, Todd Freyhof, Todd Garrett, Kevin Gregory, Dave Gulden, Charles Hall, Jeremy Hoyt, Steve McCall, Adam Moore, Ben Wiltheiss for Matt Parrill, Steve Shepherd, Ryan Shoffstall, George Showalter, Ryan Smith, Jeff Stauch, Ben Vollrath, and Andy Yoder.

**Members absent:** John Brose, Jim Holycross, Barry Moffett, Tim Notestine, and Vince Papsidero.

**Guests present:** Cale Jacobs, Logan County Engineer's Office; Judy Christian, York Township; Fereidoun Shokouhi; Mark Spagnuolo, Jerome Township; Brad Bodenmiller and Heather Martin of LUC Regional Planning Commission.

**Minutes** – John Bayliss moved a motion to approve the minutes from the November 10, 2016 meeting as written and Scott Coleman seconded. All in favor.

**Financial Report** – Andy Yoder presented the Financial Report for November. Scott Coleman moved a motion to accept the Financial Report and George Showalter seconded. All in favor.

**ODOT Reports:** ODOT Reports are available on the LUC website. Steve Shepherd reported for ODOT District 6, things are the same as last month. Ben Wiltheiss reported that in January the PCR data will go back through the system that will help with pavement maintenance.

**New Business:**

1. Review of Woodbine Section 2 Amended Final Plat (Union County) – Staff Report by Brad Bodenmiller
  - Charles Hall moved a motion to accept the staff and Zoning and Subdivision Committee's recommendations to approve the Woodbine Section 2 Amended Final Plat and Scott Coleman seconded. All in favor.
2. Building Committee Report – Dave Gulden
  - Dave Gulden provided an update about the status of the new building.
  - John Bayliss suggested that the Board have a plan in place for the disposal of the building by June.



# Logan-Union-Champaign regional planning commission

Director: Dave Gulden, AICP

- Scott Coleman noted that LUC can take ownership of the existing building and lead the marketing and disposition efforts.
- Discussion was held regarding the cost of being in the new location; actual amounts haven't been decided at this time.

## **Director's Report:**

- Dave Gulden mentioned that 2017 is LUC's 50<sup>th</sup> anniversary, and also gave an update on RTPO efforts.

## **Comments from Individuals:**

- Charles Hall – I felt that the banquet went really well and the presentation from TRC was really great. I was very pleased with it.
- Steve McCall – This year has gone really fast and staff made it easy on me. I appreciate all of you attending today. Hopefully we'll have more room by the next luncheon.

**Adjourn** – Dave Faulkner moved a motion to adjourn the LUC Executive Committee Meeting at 1:33 pm, and Andy Yoder seconded. All in favor.

**Next Scheduled Meeting:** Thursday, January 12, 2017, 1:15 pm at the LUC Office in East Liberty.

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President

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Secretary

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