



Budget & Finance Meeting Minutes  
Thursday, October 8, 2020

**Members present:** Scott Coleman, Charles Hall, Steve McCall, Tammy Noble, Jeff Stauch and Andy Yoder.

**Members absent:** John Bayliss, David Faulkner, and Tim Notestine.

**Guest present:** Brad Bodenmiller and Heather Martin, LUC Regional Planning Commission

The Budget and Finance Committee Meeting was called to order at 11:20 am by Andy Yoder.

**New Business:**

1. Service Fees

- Charles Hall moved a motion to recommend adoption of the updated service fees and Scott Coleman seconded. All in favor.

2. Subdivision Fees

- Brad provided an explanation for the Subdivision Fee spreadsheet. He suggested increasing to a \$600 base fee and \$65 per acre/lot fee. He suggested increasing the extension fee to \$300 and the tabling of plat to \$300.
- Tammy asked for clarification regarding the spreadsheet and Brad answered.
- Steve McCall moved a motion to recommend increasing the Subdivision Fee list per the above suggestion and Scott Coleman seconded. All in favor.

3. Carryover Policy

- Discussion was held regarding the carryover policy. Scott highlighted that LUC hasn't been following the policy of appropriating all carryover.
- Steve noted that just because we have the money doesn't mean we should appropriate all of the money. He would not support doing so.
- Andy suggested altering the policy and using "may" instead of "shall" and possibly increasing the reserve to 40 or 45% instead of 35%.
- Scott suggested altering the policy to read: LUC RPC's budget shall reserve an amount equal to 35% of the previous year's revenue for general operations and cash flow and this amount shall not be appropriated within the budget. Additionally, the LUC RPC has a long-term lease and building maintenance agreement with the TRC, Inc. and additional funds must be reserved for these future commitments or relocation.
- Scott Coleman moved a motion to modify the Carryover Policy with the above statement and Charles Hall seconded. All in favor.



# Logan-Union-Champaign regional planning commission

Director: Bradley J. Bodenmiller

## 4. 2021 Budget

- The 2021 Budget was reviewed, and discussion happened. The Committee suggested minor changes which were enacted.
- Charles Hall moved a motion to recommend adoption of the 2021 Budget and Jeff Stauch seconded. All in favor.

## 5. Guidelines for Vacation and Comp Time

- Brad provided an overview of the policy to the committee and answered questions regarding the policy.
- Scott Coleman moved a motion to recommend adoption of the Guidelines for Vacation and Comp Time and Charles Hall seconded. All in favor.

**Adjourn:** Steve McCall moved a motion to adjourn the LUC Budget and Finance Committee Meeting at 12:12 pm and Charles Hall seconded the motion. All in favor.

**Next Meeting:** There is no further meetings scheduled at this time.

10820 St. Rt. 347, PO Box 219  
East Liberty, Ohio 43319  
• Phone: 937-666-3431 •

• Email: [luc-rpc@lucplanning.com](mailto:luc-rpc@lucplanning.com) • Web: [www.lucplanning.com](http://www.lucplanning.com)