



Dave Gulden, AICP
Director

Jim Holycross
President

Jeremy Hoyt
Vice-President

Dave Faulkner
2nd Vice-President

Robert A. Yoder
Treasurer

Executive Committee Meeting Agenda
Thursday, September 14, 2017, 1:15 PM

Call to Order – Jim Holycross, President

Roll Call – Dave Gulden

Action on Minutes of August 10, 2017 – Executive Committee

Financial Report – Andy Yoder, Treasurer

ODOT Reports

RTPO Report – TCC Representative

New Business:

1. Review of Allen Township Zoning Text Amendment (Union County) – Staff Report by Brad Bodenmiller
2. Review of Rush Township Parcel Amendment (Champaign County) – Staff Report by Brad Bodenmiller
3. LUC Budget Committee – Andy Yoder
4. LUC Building Committee – Scott Coleman

Director's Report

Comments from Individuals

Adjourn

LUC Regional Planning Commission Treasurer's Report

Beginning Balance on August 1, 2017 \$ 553,855.18

Receipts

Logan County Co-op	Annual Dinner Sponsorship	\$	250.00
Millcreeke Twp	Zoning Map	\$	10.00
Logan County	RTPO Invoice #11 & 12 Reimbursement	\$	365.63
Union County	July Interest	\$	717.39
Refund	BWC 2015 Refund	\$	1,305.39

Total Receipts \$ 2,648.41

Total Cash on Hand \$ 556,503.59

Expenditures

Employee Salaries	2 Pay Periods	\$	13,717.30
PERS	Group Share	\$	1,920.43
Medicare	2 Pay Periods	\$	188.47
Worker's Compensation	Worker's Compensation Payment	\$	155.97
Medical Insurance	Medical Insurance	\$	2,893.16
Dental Insurance	Dental Insurance	\$	135.90
Vision Insurance	Vision Insurance	\$	7.12
Life Insurance	Life Insurance	\$	8.42
Staples	Office Supplies	\$	132.29
CRI Digital	Copier Maintenance	\$	58.71
CRI Digital	Toner shipping	\$	12.00
Wesley Easton	Water Cooler Rental & Water	\$	16.58
ARCADIS	Freight Study	\$	1,528.57
West Publishing	Planning & Zoning Law Book 2017	\$	370.00
DP&L	Electric Service	\$	201.00
Time Warner	Phone/Internet Service	\$	310.60
Kenneth Welty	Lawn Mowing 8/8/17	\$	15.00
Gracia Welty	Office Cleaning 8/6/17	\$	60.00
Brad Bodenmiller	Mileage - July 2017	\$	143.38
Dave Gulden	Mileage - July 2017	\$	85.60
Heather Martin	Mileage - July 2017	\$	51.36

Total Expenditures \$ 22,011.86

Balance on Hand as of August 31, 2017 \$ 534,491.73

Respectfully Submitted,



R. Andy Yoder, Treasurer



2017 Budget Summary

as of August 31, 2017

Revenues

	Estimated	Received	Cash Balance	%
450112 Membership Contributions	\$ 183,252.34	\$ 188,782.05	\$ 5,529.71	103%
450105 Grants	\$ 33,500.00	\$ 14,100.00	\$ (19,400.00)	42%
450105.LUC13 ODOT RTPO Grant	\$ 80,000.00	\$ 9,539.85	\$ (70,460.15)	12%
420107 Charges for Services	\$ -	\$ 3,812.41	\$ 3,812.41	
480108 Annual Dinner	\$ 2,900.00	\$ 250.00	\$ (2,650.00)	9%
420121 Subdivision Plats	\$ 30,000.00	\$ 17,634.40	\$ (12,365.60)	59%
420122 Mapping	\$ 100.00	\$ 10.00	\$ (90.00)	10%
470101 Interest	\$ 1,428.00	\$ 4,549.57	\$ 3,121.57	319%
480111 Refund	\$ -	\$ 1,305.39	\$ 1,305.39	
Estimated Total Revenue	\$ 331,180.34	\$ 239,983.67	\$ (91,196.67)	72%

Expenditures:

	Estimated Budget	Intra-Fund Transfers	Adjusted Budget	Expended	Unencumbered	%
510100 Salaries & Wages	\$ 210,000.00	\$ (25,000.00)	\$ 185,000.00	\$ 111,044.80	\$ 73,955.20	60%
510205 PERS	\$ 29,400.00		\$ 29,400.00	\$ 15,541.42	\$ 13,858.58	53%
510215 Medicare	\$ 3,045.00		\$ 3,045.00	\$ 1,526.16	\$ 1,518.84	50%
510225 Workers Compensation	\$ 3,360.00		\$ 3,360.00	\$ 1,262.99	\$ 2,097.01	38%
510305 Medical	\$ 36,000.00		\$ 36,000.00	\$ 23,145.28	\$ 12,854.72	64%
510310 Dental Insurance	\$ 2,000.00		\$ 2,000.00	\$ 1,087.20	\$ 912.80	54%
510315 Vision Insurance	\$ 200.00		\$ 200.00	\$ 56.96	\$ 143.04	28%
510320 Life Insurance	\$ 200.00		\$ 200.00	\$ 69.26	\$ 130.74	35%
520115 Office Supplies	\$ 5,000.00		\$ 5,000.00	\$ 2,076.58	\$ 2,923.42	42%
520155 Subscription Fees	\$ 5,000.00		\$ 5,000.00	\$ 3,754.51	\$ 1,245.49	75%
530100 Contract Services	\$ 15,000.00	\$ 25,000.00	\$ 40,000.00	\$ 1,528.57	\$ 38,471.43	4%
530110 Tuition Reimbursement	\$ 6,000.00		\$ 6,000.00	\$ 6,000.00	\$ -	###
530171 Professional Development	\$ 6,000.00		\$ 6,000.00	\$ 543.00	\$ 5,457.00	9%
530199 Utilities	\$ 12,000.00		\$ 12,000.00	\$ 4,403.14	\$ 7,596.86	37%
530650 Maintenance & Repair	\$ 10,000.00		\$ 10,000.00	\$ 2,163.84	\$ 7,836.16	22%
530702 Annual Dinner	\$ 5,000.00		\$ 5,000.00	\$ -	\$ 5,000.00	0%
530800 Building	\$ 360,000.00		\$ 360,000.00	\$ 500.00	\$ 359,500.00	0%
540100 Equipment	\$ 8,000.00		\$ 8,000.00	\$ 2,040.00	\$ 5,960.00	26%
550100 Travel & Expense	\$ 10,000.00		\$ 10,000.00	\$ 3,741.40	\$ 6,258.60	37%
550305 Contingencies	\$ 10,000.00		\$ 10,000.00	\$ 2,995.79	\$ 7,004.21	30%
Estimated Total Expenditures	\$ 736,205.00		\$ 736,205.00	\$ 183,480.90	\$ 552,724.10	25%

STATEMENT:

Cash Balance January 1, 2017	\$ 477,988.96
Estimated Cash Balance December 31, 2017	\$ 114,161.01
Actual Cash On Hand December 31, 2017	
Estimated Total Revenue	\$ 331,180.34
Actual 2017 Revenue	\$ 239,983.67
Difference (+/Under)	\$ (91,196.67)
Estimated Total Expenditures	\$ 736,205.00
Actual 2017 Expenditures	\$ 183,480.90
Difference (+/Under)	\$ 552,724.10

Memorandum

To: LUC Executive Committee

From: Scott Schmid
TCC Transportation Director

Phone 937-521-2133
sschmid@clarkcountyohio.gov

Re: RTPO Planning Report

Date: September 12, 2017

The following are items for discussion at the September 14 LUC Executive Committee Meeting

L/C Technical Advisory Committee

TCC staff coordinated and attended an inaugural Technical Advisory Committee meeting with staff from various departments and functions in Logan and Champaign Counties on August 15. The purpose of the meeting was primarily to introduce our staff to transportation staff in both counties and to discuss the types of planning and programs that our staff can offer. Highway safety, traffic count programs, and corridor and sub-area studies were the primary discussion points.

Coordinated Transportation Planning

TCC staff met several times with both Logan and Champaign Counties Mobility Managers about updates to each County's Coordinated Transportation Plans. Staff is working to provide technical services to both Mobility Managers as they develop plan updates.

National Highway Institute (NHI) – Road Safety Audits/Assessments Workshop

TCC has partnered with MVRPC and LUC to hold a 2-day Road Safety Audits/Assessments workshop on September 26-27 at the Springview Government Center. As a part of the state's on-going safety efforts, the Ohio LTAP Center was able to purchase six sessions of the Road Safety Audit course to be held at various locations at no cost to the participant. Day 2 of the workshop will consist of a field trip to conduct an actual Road Safety Audit. If anyone is still interested, there are several seats still available and you may register through the LTAP website (<http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/Pages/default.aspx>).

Other

Staff attended the Indian Lake Study workgroup meeting on August 22. The meeting primarily focused on signage and speed studies.



Logan-Union-Champaign Regional Planning Commission

Director: Dave Gulden, AICP

Director's Report – September 14, 2017

Dave's Activities:

8/10	Logan County Land Trust event
8/11	TCC Annual Meeting
8/14	Jefferson Twp (U) Trustees
8/15	RTPO TAC Committee
8/16	Liberty Twp (U) meeting re: egg farm
8/17	LUC Bldg Committee Meeting
8/18	Marysville Comp Plan open house
8/21	LUC Employee reviews
8/22	Indian Lake Transportation Committee
8/23	Ohio Assn. of Regional Councils
8/24	US 33 Fiber meeting LUC Bldg Committee call
8/25	County Planning Assn
8/30	LUC Budget/Finance Committee
8/31	Smart growth in the Midwest webinar
9/5	Union Co Dept. Head meeting
9/7	Union Co. Twp Assn
9/8	33 Corridor meetings Champaign Co. Ag Assn.
9/13	Champaign Co. Twp Assn
Ongoing	Building move coordination
Ongoing	RTPO Activities: Freight Study
Ongoing	CDBG for Champaign County
Ongoing	Logan County Land Bank

Brad's Activities:

8/14	Attended Liberty Twp (L) Board of Trustee meeting. Attended Dover Twp (U) Zoning Commission meeting.
8/16	Met with Claibourne Twp (U) Zoning Inspector.
8/17	Met with Pleasant Twp (L) Zoning Inspector. Attended Mad River Twp (C) Board of Trustee hearing.
8/21	Met with Rush Twp (C) Zoning Inspector.
8/28	Met with Urbana Twp (C) Zoning Inspector. Attended Stokes Twp (L) Zoning Commission meeting.
8/29	Met with Rush Twp (C) Zoning Commission chair.
8/30	Attended LUC Budget & Finance Committee meeting.
9/5	Attended Dover Twp (U) Zoning Commission meeting.
9/8	Attended NW 33 Corridor meetings.
9/11	Attending Paris Twp (U) Zoning Commission meeting.
Ongoing	Assisting jurisdictions: Allen Twp (U), City of Urbana (C), Claibourne Twp (U), Darby Twp (U), Dover Twp (U), Jackson Twp (C), Jefferson Twp (L), Jerome Twp (U), Johnson Twp (C), Logan Co (L), Lake Twp (L), Leesburg Twp (U), Liberty Twp (L), Mad River Twp (C), Miami Twp (L), Monroe Twp (L), Paris Twp (U), Perry Twp (L), Pleasant Twp (L), Rush Twp (C), Stokes Twp (L), Taylor Twp (U), Union Co (U), Urbana Twp (C), Village of North Lewisburg (C), Village of Richwood (U), Village of Russells Point (U), Village of St. Paris (C), Village of West Mansfield (L), Washington Twp (L), Zane Twp (L)
Ongoing	Zoning updates: Stokes Twp (L), Village of Huntsville (L)
Ongoing	Working on sign code update for Jefferson Twp (L), Liberty Twp (L), Perry Twp (L), and Salem Twp (C).

9676 E. Foundry St, PO Box 219
East Liberty, Ohio 43319

• Phone: 937-666-3431 • Fax: 937-666-6203
• Email: luc-rpc@lucplanning.com • Web: www.lucplanning.com



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Executive Committee Meeting Minutes
Thursday, September 14, 2017

President Jim Holycross called the meeting to order at 1:15 pm.

Roll Call – Dave Gulden

Members present: John Bayliss, Tim Cassady, Scott Coleman, Dave Faulkner, Chad Flowers, Todd Freyhof, Todd Garrett, Kevin Gregory, Dave Gulden, Steve Stolte for Charles Hall, Jim Holycross, Jeremy Hoyt, Steve McCall, Barry Moffett, Adam Moore, Vince Papsidero, Matt Parrill, Tracy Snyder for Ryan Shoffstall, Ryan Smith, Bill Narducci for Jeff Stauch, Ben Vollrath, and Andy Yoder.

Members absent: Paul Benedetti, John Brose, Tyler Bumbalough, Tim Notestine, Steve Shepherd, George Showalter.

Guests present: Fred Vogel, ODOT District 7 Jobs & Commerce; Eddie King, ODOT Jobs & Commerce; Josh Powers, ODOT Logan County Manager; Scott Schmid, TCC; Kaye Borchers, Choice One Engineering; Cory Lynn Golden, TCC; Judy Christian, York Township; Brad Bodenmiller and Heather Martin of LUC Regional Planning Commission.

Minutes – John Bayliss moved a motion to approve the minutes from the August 10, 2017, meeting as written and Scott Coleman seconded. All in favor.

Financial Report – Andy Yoder presented the Financial Report for August. Scott Coleman moved a motion to accept the Financial Report and Steve McCall seconded. All in favor.

ODOT Reports:

Matt Parrill reported for ODOT District 7. There is no project report for this month. Matt Parrill introduced Josh Powers, he's the Logan County Transportation Manager. Josh has been in the position since late June, and has been with ODOT for 7 1/2 years. The county managers will be more involved in the county's. They're the face of ODOT and we want you to know who you're dealing with.

RTPO Report

1. Scott Schmid reported for the RTPO and provided a memo of action. (The memo is available on LUC's web-site.) Scott reported that most of the work that TCC has done in the last couple months are the coordinated transit plans for the area. TCC is using the state templates to create all new plans for the RTPO counties. TCC is offering a federal highway course



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(NHI) on September 26-27. There are 7 or 8 seats available if someone is interested and there's no charge.

- a. Scott also reported that Tyler Bumbalough approached them about a safety traffic study. TCC will provide some data and guidance. TCC is looking at more individual corridor studies. This study is on US State Route 68 from US State Route 55 to the campground.
 - i. Jim Holycross – Does your study entwine with ODOT's freight study?
 1. Scott Schmid – They could, it's hard to say with ODOT's head start. We'll be looking more at vehicular safety. For our part, it's mostly data gathering and we'll go from there.

New Business:

1. Review of Allen Township Zoning Text Amendment (Union County) – Staff Report by Brad Bodenmiller
 - Andy Yoder moved a motion to accept the Zoning and Subdivision Committee's recommendation to approve the Allen Township Zoning Text Amendment with staff recommendations and Barry Moffett seconded. All in favor.
2. Review of Rush Township Parcel Amendment (Champaign County) – Staff Report by Brad Bodenmiller
 - Steve McCall moved a motion to accept the Zoning and Subdivision Committee's recommendation to approve the Rush Township Parcel Amendment and Todd Freyhof seconded. All in favor.
3. Budget Committee –Andy Yoder
 - Per Capita Assessment
 - Andy Yoder moved a motion to recommend an increase of \$0.10 per capita across all jurisdictions, with an increase to the minimum fee from \$487.50 to \$550.00 for townships and villages and an increase of \$5,500 to cities and Scott Coleman seconded. All in favor.
 - This item will be on the agenda for the full commission's vote at the November Annual Dinner.
 - Subdivision Fee
 - Scott Coleman moved a motion to recommend to the County Commissioners that Subdivision Fees be increased to a base

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rate of \$500 and \$55 per lot/acre for both Preliminary and Final Plat fees and Steve McCall seconded. All in favor.

- Service Fee
 - Andy Yoder moved a motion to increase all non-member service fees 20% and Vince Papsidero seconded. All in favor.
- 4. Building Committee
 - Dave Gulden provided an explanation of the lease options for the TRC office location.
 - Discussion was held regarding eminent domain; if the lease isn't renewed; and what happens if long-term the lease isn't renewed.
 - Dave Faulkner moved a motion to accept the Budget & Finance Committee's recommendation to move forward with the TRC lease, utilizing the Revised Lease Option #1 and Scott Coleman seconded. All in favor.
- 5. 2018 Budget
 - John Bayliss moved a motion to accept the recommendation of the Budget & Finance Committee for the 2018 Budget, with the exception to request that the Cash to be appropriated line items be changed to Cash Carryover instead and David Faulkner seconded. All in favor.
- 6. Annual Meeting
 - The Annual Meeting will be held at TRC's Welcome Center on November 16, 2017. The speaker will be Jason Duff. The caterer will be Der Dutchman.

Director's Report:

Comments from Individuals:

- Matt Parrill shared that ODOT has reorganized and he's the new Capital Programs Administrator (CPA) for District 7. This move had been made to get things to be more efficient; leadership wants us to get lean.
- Jim Holycross – I think now that we have the approval in regards to the building, the move could be fairly quickly. I don't know what your needs are to move but whatever the City of Bellefontaine can do to help, we will. Maybe others will also be available.
- Steve Stolte – It's always good for me to get to these meetings; I'd like to give a shout out to the Budget & Finance Committee and Building Committee. I know it's been a little painful. Thank you for all your efforts.

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Adjourn – Steve McCall moved a motion to adjourn the LUC Executive Committee Meeting at 2:07 pm, and Andy Yoder seconded. All in favor.

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

President

Secretary

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