



*****This meeting will take place by remote access only. Please see page 2 of this agenda for information required to join this virtual meeting.*****

Executive Committee Meeting Agenda
Thursday, June 10, 2021, 1:15 pm

Call to Order – Beau Michael, President

Roll Call – Brad Bodenmiller

Guest Speaker – BroadbandOhio

Action on Minutes of May 13, 2021 – Executive Committee

Financial Report – Andy Yoder, Treasurer

ODOT Reports

RTPO Report – Tyler Bumbalough

1. Environmental Justice Program

New Business:

1. Review of ERN-2 Phase 3 Final Plat (Union County) – Staff Report by Brad Bodenmiller
2. Review of Glacier Pointe Section 2 Phase 2 Final Plat (Union County) – Staff Report by Brad Bodenmiller
3. Review of GPN-12 Preliminary Plat (Union County) – Staff Report by Brad Bodenmiller
4. Review of Mills of Watkins Preliminary Plat (Union County) – Staff Report by Brad Bodenmiller
5. Review of VN-3 Preliminary Plat (Union County) – Staff Report by Brad Bodenmiller
6. Review of Adams Township Zoning Parcel Amendment (Champaign County) – Staff Report by Aaron Smith
7. Review of Darby Township Zoning Text Amendment (Union County) – Staff Report by Aaron Smith



Logan-Union-Champaign regional planning commission

Director: Bradley J. Bodenmiller

8. Review of Jefferson Township Zoning Text Amendment (Logan County) – Staff Report by Aaron Smith
9. Review of Jerome Township Parcel Amendment (Union County) – Staff Report by Aaron Smith
10. Review of Essential Government Functions document – Brad Bodenmiller
11. November Executive Committee Meeting – Brad Bodenmiller

Director's Report

Comments from Individuals

Adjourn

10820 St. Rt. 347, PO Box 219

East Liberty, Ohio 43319

• Phone: 937-666-3431 •

• Email: luc-rpc@lucplanning.com • Web: www.lucplanning.com



Logan-Union-Champaign regional planning commission

Director: Bradley J. Bodenmiller

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LUC Regional Planning Commission Treasurer's Report

Beginning Balance on May 1, 2021 \$ 537,071.86

Receipts

Terrain Evolution	GPN-12 Preliminary Plat	\$ 5,085.00
Terrain Evolution	ERN-2 Phase 3 Final Plat	\$ 1,640.00
Glacier Point Development	Glacier Point Section 2 Phase 2	\$ 4,045.00
Terrain Evolution	VN-3 Preliminary Plat	\$ 5,930.00
Modern Farmhouse LLC	Mills of Watkins Preliminary Plat	\$ 300.00
Union County	April Interest	\$ 224.64

Total Receipts \$ 17,224.64

Total Cash on Hand \$ 554,296.50

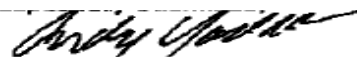
Expenditures

Employee Salaries	2 Pay Periods	\$ 13,099.21
PERS	Apr-21	\$ 1,833.90
Medicare	2 Pay Periods	\$ 182.09
Worker's Compensation	Worker's Compensation Payment	\$ 138.14
CEBCO	Medical Insurance	\$ 2,381.98
Delta Dental	Dental Insurance	\$ 103.00
VSP	Vision Insurance	\$ 5.02
CEBCO	Life Insurance	\$ 8.42
Staples	Office Supplies	\$ 593.87
Richwood Banking Visa	Office 365 Subscription (year)	\$ 450.00
Champaign Co Twp Assoc.	Yearly Membership	\$ 26.00
OCCD	CDBG Training Virtual Webinar	\$ 800.00
TRC	Monthly Lease	\$ 2,947.00
Brad Bodenmiller	Mileage - April 2021	\$ 216.54
Heather Martin	Mileage - April 2021	\$ 104.86
Richwood Banking Visa	Miscellaneous	\$ 38.58

Total Expenditures \$ 22,928.61

Balance on Hand as of May 31, 2021 \$ 531,367.89

Respectfully Submitted,


Andy Yoder, Treasurer



2021 Budget Summary

as of May 31, 2021

Revenues

		Estimated	Received	Cash Balance	%
450112	Membership Contributions	\$ 216,254.88	\$ 228,471.50	\$12,216.62	106%
450105	Grants	\$ 24,400.00	\$ 2,000.00	(\$22,400.00)	8%
450105.LUC13	ODOT RTPO Grant	\$ -	\$ -	\$0.00	0%
420107	Charges for Services	\$ 8,500.00	\$ 400.00	(\$8,100.00)	5%
420121	Subdivision Plats	\$ 45,000.00	\$ 40,044.57	(\$4,955.43)	89%
420122	Mapping	\$ 100.00	\$ 120.00	\$20.00	120%
470101	Interest	\$ 1,347.56	\$ 1,028.89	(\$318.67)	76%
480108	Annual Dinner	\$ 2,900.00	\$ -	(\$2,900.00)	0%
480111	Refund	\$ -	\$ -	\$0.00	
	Estimated Total Revenue	\$ 298,502.44	\$ 272,064.96	(\$26,437.48)	91%

Expenditures:

		Estimated Budget	Intra-Fund Transfers	Adjusted Budget	Expended	%
510100	Salaries & Wages	\$ 175,000.00		\$ 175,000.00	\$ 72,045.64	41%
510205	PERS	\$ 24,500.00		\$ 24,500.00	\$ 10,086.45	41%
510215	Medicare	\$ 2,537.50		\$ 2,537.50	\$ 1,005.41	40%
510225	Workers Compensation	\$ 1,925.00		\$ 1,925.00	\$ 762.75	40%
510305	Medical	\$ 30,000.00		\$ 30,000.00	\$ 11,909.90	40%
510310	Dental Insurance	\$ 1,300.00		\$ 1,300.00	\$ 515.00	40%
510315	Vision Insurance	\$ 65.00		\$ 65.00	\$ 25.10	39%
510320	Life Insurance	\$ 110.00		\$ 110.00	\$ 42.10	38%
520115	Office Supplies	\$ 5,000.00		\$ 5,180.56	\$ 1,564.68	30%
520155	Subscription Fees	\$ 5,000.00		\$ 5,000.00	\$ 1,644.00	33%
530100	Contract Services	\$ 12,000.00		\$ 15,714.80	\$ 6,717.73	43%
530110	Tuition Reimbursement	\$ -		\$ -	\$ -	0%
530171	Professional Development	\$ 5,000.00		\$ 5,000.00	\$ 826.00	17%
530310	Auditing Services	\$ -		\$ -	\$ -	0%
530650	Maintenance & Repair	\$ 10,000.00		\$ 10,000.00	\$ -	0%
530702	Annual Dinner	\$ 4,000.00		\$ 4,000.00	\$ -	0%
530800	Building	\$ 36,000.00		\$ 36,000.00	\$ 14,735.00	41%
540100	Equipment	\$ 2,500.00		\$ 2,500.00	\$ -	0%
550100	Travel & Expense	\$ 6,000.00		\$ 6,000.00	\$ 942.98	16%
550305	Contingencies	\$ 10,000.00		\$ 10,000.00	\$ 441.74	4%
	Estimated Total Expenditures	\$ 330,937.50		\$ 334,832.86	\$ 123,264.48	37%

STATEMENT:

Cash Balance January 1, 2021	\$ 382,567.41
Estimated Cash Balance December 31, 2021	\$ 352,296.57
Actual Cash On Hand December 31, 2021	
Estimated Total Revenue	\$ 298,502.44
Actual 2021 Revenue	\$ 272,064.96
Difference (+/Under)	\$ (26,437.48)
Estimated Adjusted Total Expenditures	\$ 334,832.86
Actual 2021 Expenditures	\$ 123,264.48
Difference (+/Under)	\$ 211,568.38

Projects in Union County under Construction or to be Sold by 6/30/22

Report Date:							6/10/2021
Project Name	PID	Primary Work Category	Project Description	Sale Date	Award Date	Estimated End Constr	Estimated Constr Cost or Award Amount
UNI 33 12.590	105513	Roadway Minor Rehab	UNI-33-12.59-24.30: Just east of US 36 to just west of Post Rd (match limits of PID 80748)US 33 - Pavement resurfacing and pavement repairs	12/16/21	12/27/21	10/15/22	\$11,149,000
UNI US 33 24.870	80748	Roadway Major Rehab	Upgrade interchange of US 33/SR 161/Post Rd to include interchange reconfiguration, ramp relocation, and necessary improvements to adjacent roadways.City of Dublin pursuing funding from various sources.	03/03/22	03/14/22	06/01/25	\$31,000,000
Current Projects Under Construction							
D06 PMF FY21	100766	Traffic Control (Safety)	Project shall apply fast dry pavement markings on various ODOT maintained routes throughout District 06.	01/28/21	02/04/21	10/31/21	\$3,181,000
UNI Richwood SRTS Sidewalks	109135	Pedestrian Facilities	SRTS ProjectVillage of Richwood; Grove St (CR 276) from Elm St to North Union Elem School. Graham St from Grove St to Richwood Lake Park construct sidewalks	02/11/21	02/19/21	08/13/21	\$91,650
UNI-42-4.51/4.68	109519	Intersection Improvement (Safety)	Improve safety and congestion at the US 42/US 33 interchange by widening the off ramps to provide turn lanes and installing signals.This PID is for construction only. The PE and DD is covered under PID 107822.	07/02/20	07/10/20	07/15/21	\$1,526,961
UNI SR 739 14.740	110094	Roadway Minor Rehab	Chip seal with pavement repairs, guardrail upgrades, and minor bridge work on structure UNI-739-1803 over Rush Creek (SFN 8003459)UNI-739-14.74 to 25.81 and UNI-37-1.95 to 2.2; SR 31 to Marion Co Line (Overlaps with UNI 37)UNI 739 and UNI 37 Preventative Maintenance Project	07/16/20	07/23/20	09/15/21	\$659,957
UNI US 33I 0.000	110385	Roadway Minor Rehab	UNI 33I - Median/drainage improvement and resurfacing projectUNI-33I-0.00 to 0.51; CR-133 to Pavement BreakResurfacing project to include: Removal of existing curb and raised median on US33I? Asphalt overlay and profile adjustment to 0.51 mi. On US 33I in Union County beginning at County Rd. 133 (Northwest Pkwy) (SLM 0.00) and ending at the Marysville corp. (SLM 0.51). Minor bridge maintenance on various structures within the project limits. ? Construct concrete median pier protection on US 33I for ove rhead structures UNI-33-0879L UNI-33-0879R.	10/1/2020	10/8/2020	8/15/2021	\$ 1,019,994.44
UNI/DEL/MAR-4-Var Parts 1&2	110585	Roadway Minor Rehab	Part 1: UNI-4-24.35-26.25 (~TR-186 to entering Delaware County), DEL-4-0.00-1.98 (leave Union County to entering Marion County), MAR-4-0.00-1.79 (leave Delaware County to Pavt Break) Resurfacing Project on DEL-4-0.00-1.98, MAR-4-0.00-1.79 and UNI-4-24.35- 26.25, UNI-4-25.78 over Ottawa Creek - Saw and seal bituminous concrete joints and patch concrete bridge deck.MAR-4-1.79 over Patton Run - Patch concrete bridge deck.Part 2: UNI-37-6.54-6.90 Resurfacing Project on UNI-37-6.54-6.90	3/11/2021	3/18/2021	9/15/2021	\$ 1,637,134.19
UNI/DEL SP FY21-GEN	110690	Pavement Maintenance	Spot paving repair on general systemSpot repairs on UNI-739 from 6.06 to 14.31 (SR 347 to SR 31)Spot repairs on DEL-TR-216 (Hudson Rd) from 0.00 to 1.43 (Horseshoe Rd to Panhandle Rd)	4/29/2021	5/6/2021	10/15/2021	\$ 738,460.19
D06 City NHS Guardrail Upgrade	111195	Roadside / Median Improvement (Safety)	Upgrade guardrail end treatments on the NHS system within cities at various locations in District Six	4/1/2021	4/9/2021	10/15/2021	\$ 792,647.50



A RESOLUTION
OF THE LOGAN-UNION-CHAMPAIGN-REGIONAL PLANNING COMMISSION ADOPTING THE
2021 RTPO ENVIRONMENTAL JUSTICE PROGRAM FOR LOGAN AND CHAMPAIGN
COUNTIES

WHEREAS, the Logan-Union-Champaign Regional Planning Commission (LUC) is designated as the Regional Transportation Planning Organization (RTPO) for Logan and Champaign Counties by the Governor of the State of Ohio, acting through the Ohio Department of Transportation (ODOT), and in cooperation with locally elected officials in the area pursuant to an Agreement between ODOT and LUC; and

WHEREAS, Executive Order 12898 mandates that all RTPO planning processes must assure that Transportation Plans, Regional Transportation Improvement Programs, and projects in the RTPO planning area do not result in disproportionately high and adverse effects on minority or low-income populations; and

WHEREAS, the 2021 RTPO Environmental Justice Program describes the methodology used to identify minority and low-income populations and the methodology used to ensure that Environmental Justice is considered in all plans, policies, and activities.

BE IT THEREFORE RESOLVED:

That the members of the LUC Executive Committee hereby adopt the 2021 RTPO Environmental Justice Program for the RTPO planning area.

BY ACTION OF THE LUC EXECUTIVE COMMITTEE

Beau Michael
President, LUC Executive Committee

Bradley Bodenmiller
Secretary, LUC Executive Committee

Date

Memorandum

To: LUC Executive Committee

From: Scott Schmid
TCC Transportation Director

Phone 937-521-2133
sschmid@clarkcountyohio.gov

Re: RTPO Planning Report

Date: June 4, 2021

The following are items for discussion and action at the June 10 LUC Executive Committee Meeting.

Environmental Justice Program

The Environmental Justice Program for the RTPO details methodology used by the RTPO to assure plans and projects in the RTPO planning area do not result in disproportionately high and adverse effects on minority or low-income populations. The EJ Program was developed consistent with 1994 Executive Order 12898, which was created to bring Federal attention to the environmental and human health conditions in low-income and minority communities.

The RTPO Technical Advisory Committee met on March 1 and reviewed the draft and information above. The TAC will meet June 7 to review the final draft and make a recommendation to the Executive Committee on adoption of the document. The final document is posted on the LUC website and a Resolution for adoption is attached to this memo.

TCC Staff requests adoption of the RTPO Environmental Justice Program at the June 10 meeting.

Project Updates

TCC Staff began a safety study of the South Main Street (US68) corridor from Reynolds Street to the PreK-8 School south of SR55 in Urbana. The study will use consultant services to examine crash data and current conditions to make short and long term recommendations. A kickoff meeting with City of Urbana staff and consultant team staff is scheduled for June 8. A final report is expected to be completed by August 31.

Other

The RTPO Technical Advisory Committee will meet on June 7 via Zoom to discuss the following items:

- FY22 Planning Work Program
- Environmental Justice Program
- 2050 Long Range Transportation Plan Update development
- Project updates
- Transit and Mobility Management

FY 2021 Budget Status

<i>Work Elements</i>		<i>Total Budget</i>	<i>Balance</i>	<i>Percent Expended</i>	<i>Monthly Expense</i>	<i>YTD Expenses</i>
625.1	RTPO Planning	\$ 98,392.00	\$ 57,389.29	42%	\$ 803.17	\$ 41,002.71
625.11	RTPO Planning (fy20)	\$ 50,000.00	\$ 11,633.22	77%		\$ 38,366.78



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BY ACTION OF THE LUC EXECUTIVE COMMITTEE

Beau Michael
President, LUC Executive Committee

Bradley Bodenmiller
Secretary, LUC Executive Committee

Date



LUC Regional Planning Commission

RTPO

Environmental Justice Program

JUNE 2021

Executive Committee Officers

Beau Michael, President

Union Rural Electric

Tyler Bumbalough, 1st Vice President

City of Urbana

Wes Dodds, 2nd Vice President

City of Bellefontaine

Andy Yoder, Treasurer

Village of North Lewisburg

Brad Bodenmiller, Secretary

LUC Director

Brian Davidson, Ex-Officio

ODOT District 6

Ben Wiltheiss, Ex-Officio

ODOT District 7

LUC Staff

Brad Bodenmiller

Director

Aaron Smith

Planner

Heather Martin

Operations Manager

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Address: 10820 State Route 347

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East Liberty, OH 43319

This report was prepared in cooperation with the U.S. Department of Transportation's Federal Highway Administration and Federal Transit Administration, the Ohio Department of Transportation and the local governments of Logan, Union, and Champaign Counties.

The preparation and publication of this document was financed cooperatively by the Federal Highway Administration, the Federal Transit Administration, the Ohio Department of Transportation, and the local governments of Logan, Union, and Champaign Counties.

The contents of this Plan reflect the views of the Logan-Union-Champaign Regional Planning Commission, which is responsible for the facts and the accuracy of the data presented herein. The contents do not necessarily reflect the official view and policies of the Ohio Department of Transportation or the U.S. Department of Transportation. This Plan does not constitute a standard, specification or regulation.

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Section 1 - Document Summary

Purpose of this Document

In 1994 Executive Order 12898 Environmental Justice (EJ) included identifying and addressing the effects of all programs or activities of Federal-aid recipients, sub-recipients, and contractors, whether or not such programs and activities are federally assisted.

Executive Order 12898 was created to bring Federal attention to the environmental and human health conditions in low-income and minority communities with the goal of achieving EJ. The goal of Environmental Justice is to ensure that any adverse human health or environmental effects of any government activities do not disproportionately affect minority or low-income populations. EJ does not intend to provide preferential treatment to these populations, but rather fair treatment to all populations. Specific to transportation, Executive Order 12898 has been issued in order to ensure that all federally funded transportation-related programs, policies, and activities that have the potential to cause adverse affects, specifically consider the effects on minority and low-income populations. EJ is a public policy objective that has the potential to improve the quality of life for those whose interests have traditionally been overlooked.

According to the United States Department of Transportation (USDOT), there are three core principles of Environmental Justice:

- To avoid, minimize, or mitigate disproportionately high and adverse human health or environmental effects, including social and economic effects, on minority and low-income populations.
- To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.
- To prevent the denial of, reduction in or significant delay in the receipt of benefits by minority and low-income populations.

As the designated Rural Transportation Planning Organization (RTPO) for Logan and Champaign County, LUC is must address Environmental Justice in all planning activities, including the Transportation Plan, Transportation Improvement Program, and Public Participation Plan.

Addressing Environmental Justice Concerns includes:

- Identifying low-income and minority populations so that their needs can be identified and addressed and that the benefits as well as the burdens of transportation investments can be fairly distributed throughout the planning area.
- Enhancing existing analyses processes to ensure that the Long Range Plan and TIP comply with Title VI requirements.
- Evaluating the existing public involvement processes and improve if necessary to include minority and low-income populations in the decision making process

Section 2 - Demographics & Data

Logan and Champaign counties are located in west central Ohio, approximately 40 miles west of Columbus and 30 miles north of Dayton. Centrally located in both Ohio and the United States, Logan and Champaign counties are within 300 miles of numerous major cities, including Cincinnati, Toledo, Cleveland, Detroit, Indianapolis, Louisville, Lexington, Charleston, and Pittsburgh.

The 2010 census showed 85,955 people living in the 888 square miles across the two counties. Within the two counties, there are 51 units of government, including the 2 counties, 29 townships and 20 municipalities. Logan County and the City of Bellefontaine are home to the highest populations in the area.

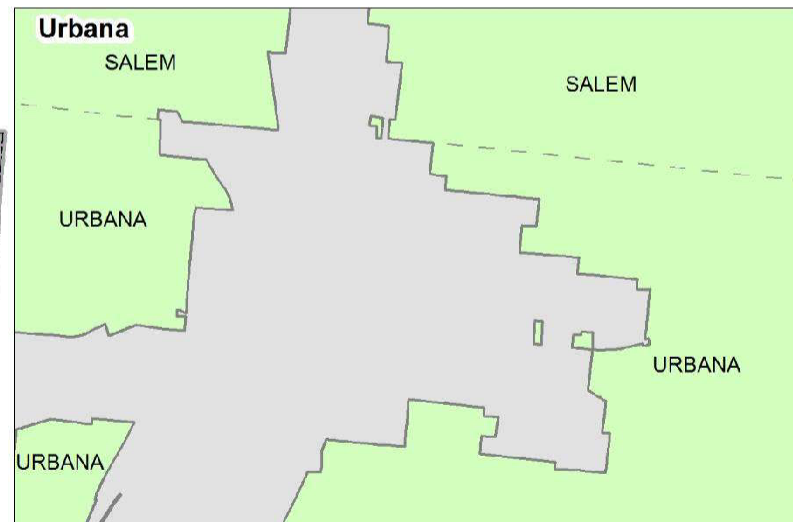
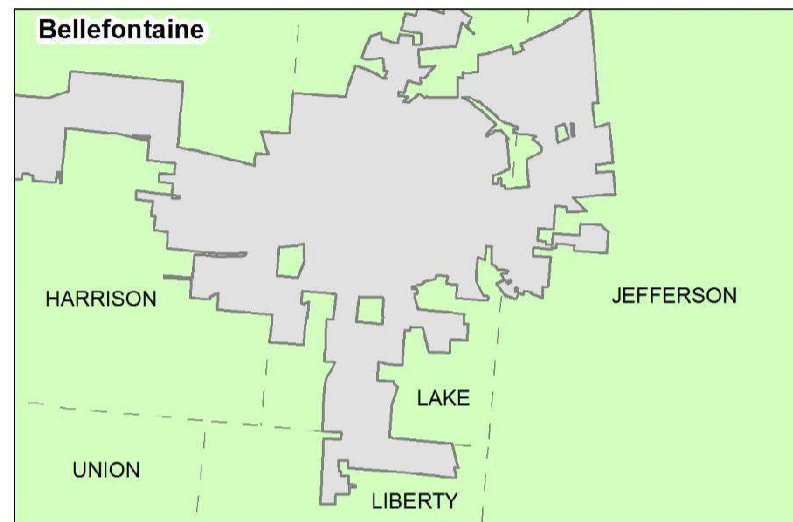
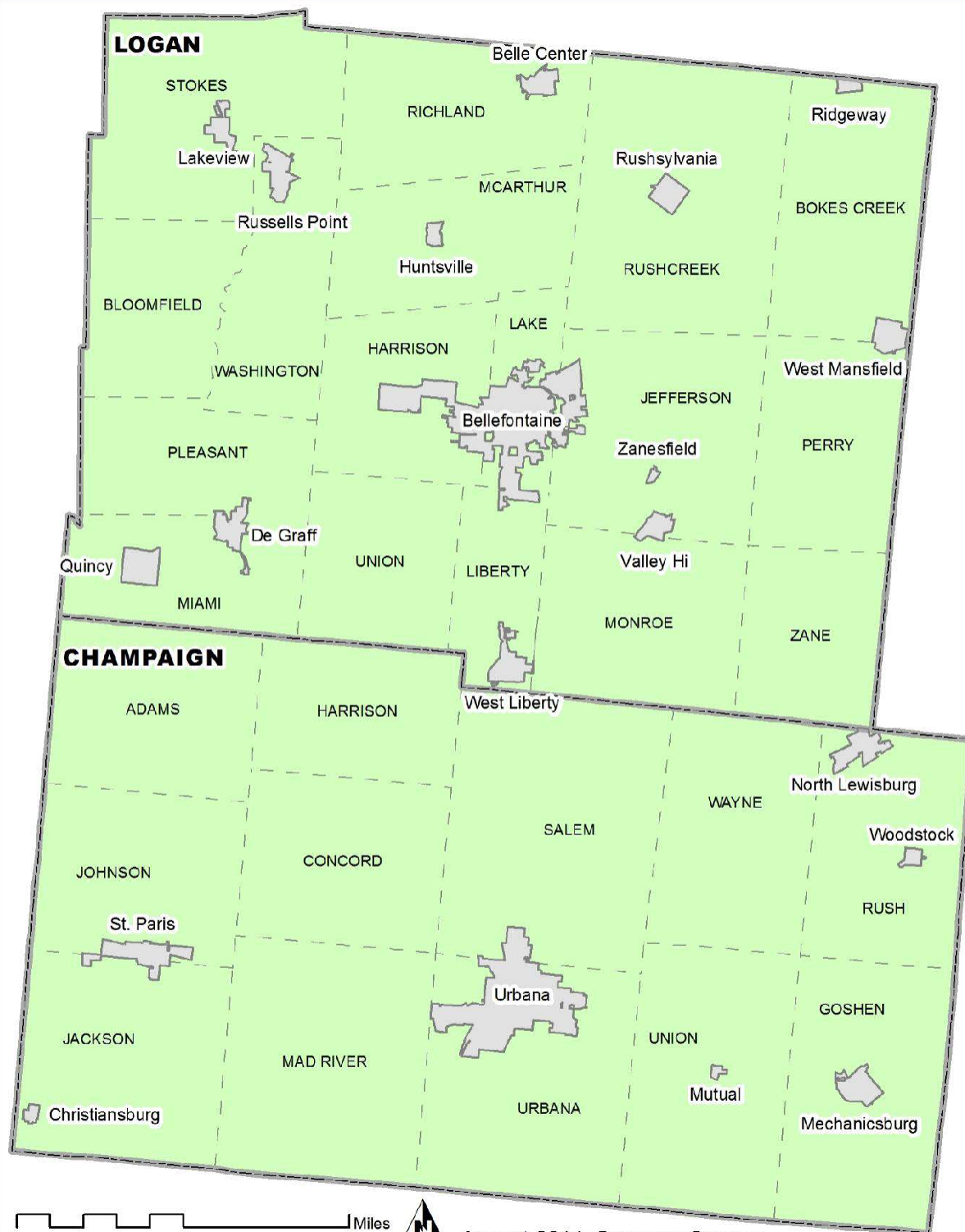
The primary method of travel in the area is motor vehicle. However, both counties are served by a municipal airport, demand response transit service, and an ever-growing network of pedestrian transportation methods, including trails and sidewalks. The area is served by a network of roadways and rail lines to support the efficient movement of freight through the community.

74% of workers in Logan County work near home, being employed within the county. In Champaign County, less than 50% of employed persons work within the county. A majority of workers in Champaign County travel outside of the county for employment, with a large portion of them working in Clark, Union, Logan and Montgomery counties. The highest percentage of commuters travel alone in a personal vehicle, with an average travel time of 24.4 minutes.

The RTPPO Region map, shown on the following page, displays Champaign and Logan counties in addition to the townships and municipalities that reside within them.



RTPO Region



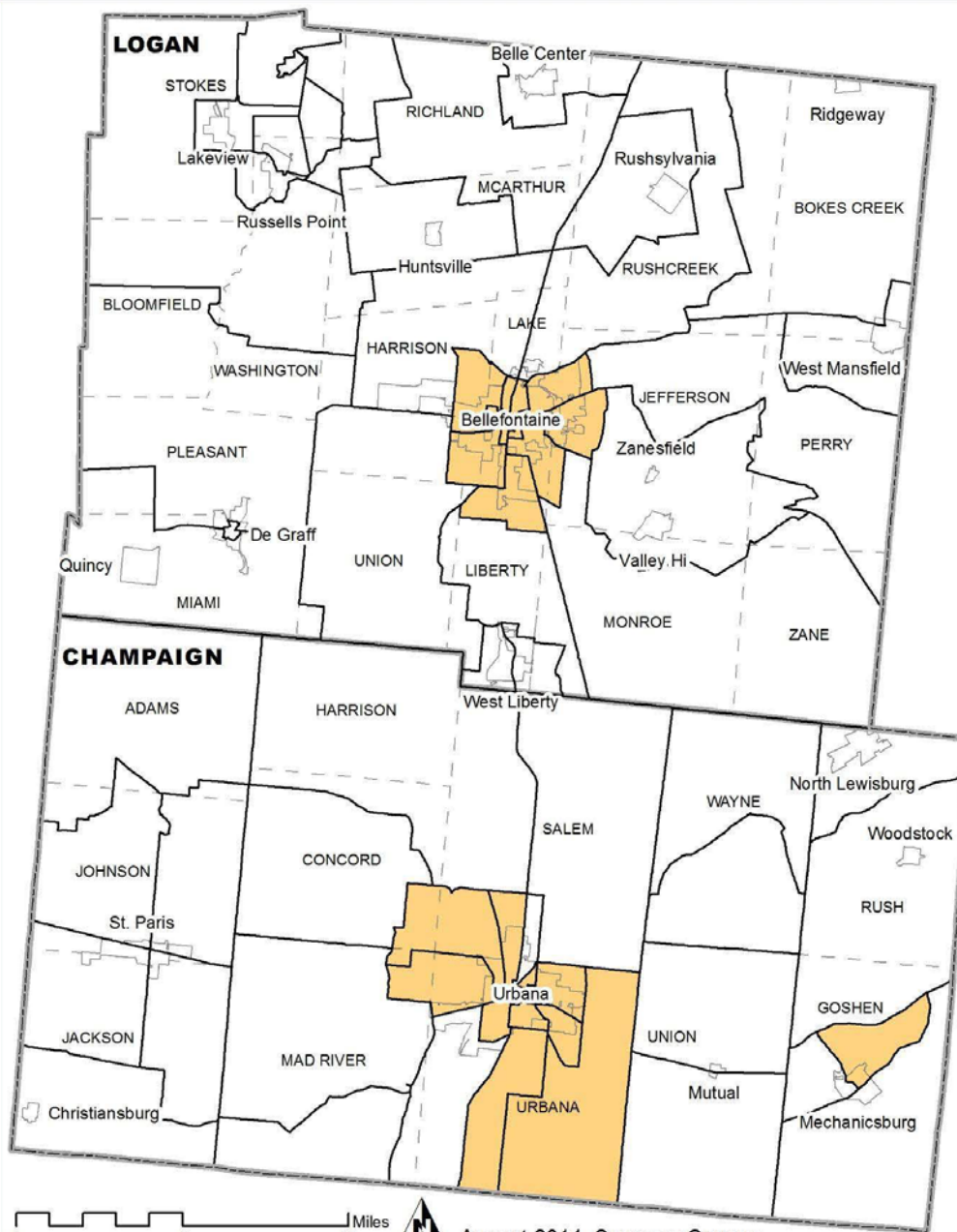
- County Boundaries
- Municipalities
- Townships

LUC completed a socio-economic profile for Logan and Champaign counties as part of its initial Transportation Plan. Several sources of information were utilized for this profile. The US 2010 Census was used for all residence-related variables, as well as journey-to-work statistics. For employment and population variables, LUC used a combination of sources including the US Bureau of Labor Statistics, the American Community Survey, and the Ohio Development Services Agency.

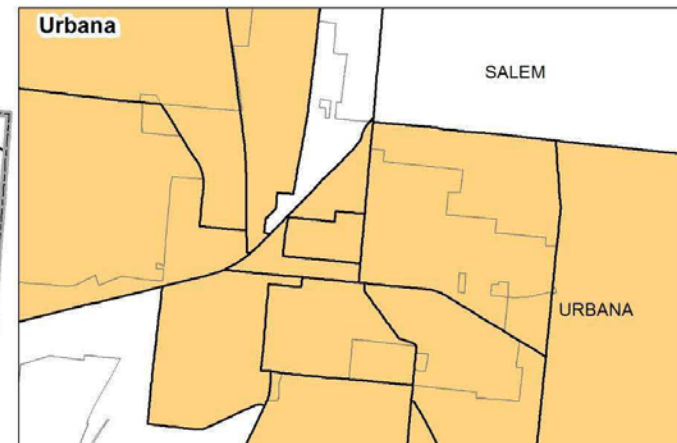
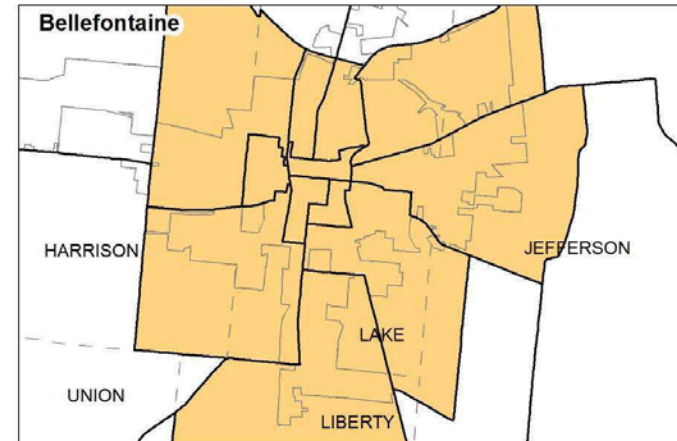
Upon evaluation of socioeconomic elements in the two counties, it was found that multiple factors were more frequent in the cities of Bellefontaine and Urbana. The average minority population is 5.3% in Champaign County and 4.7% in Logan County; however, those percentages are lower in the regions outside of the two cities while block groups in the Bellefontaine and Urbana areas have a minority population above or equal to these county percentages.

Other statistics for which the areas of Bellefontaine and Urbana differ from the county averages are population in poverty, average household size, median household income, Hispanic population, and households with no vehicle.

The maps that follow display the census data in map form and exhibit the socio-demographic profile of the two county region. The variables shown for this document are minority population and population in poverty.

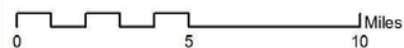


Minority Population

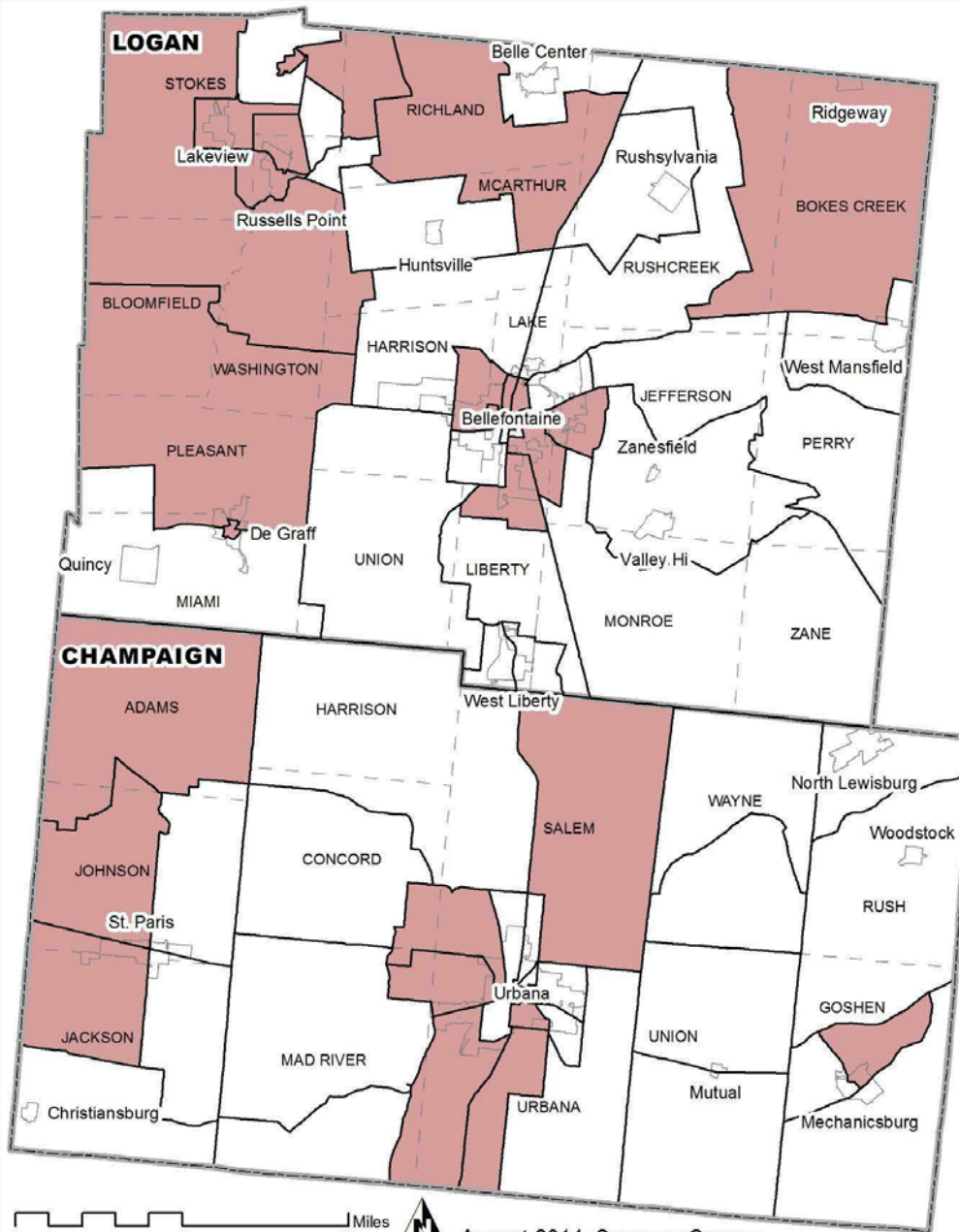


Minority Population by Census Block Groups

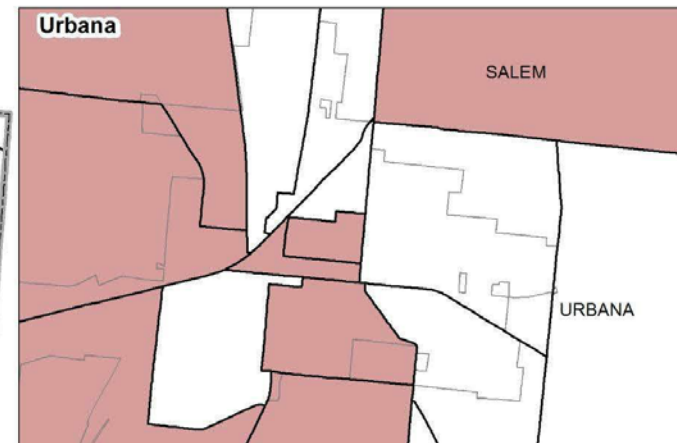
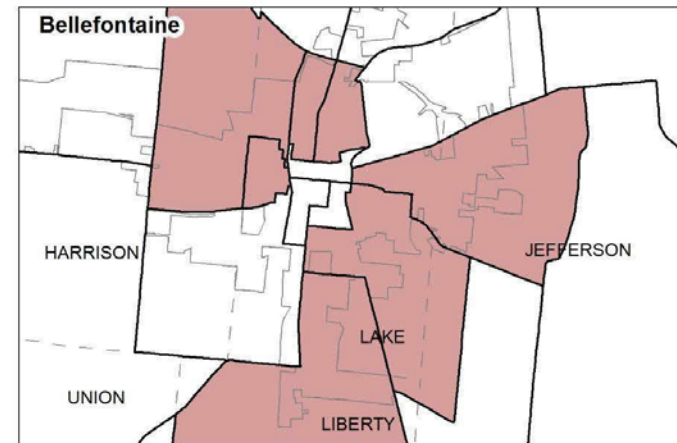
- Below County Percentage
- Above or Equal to County Percentage



August 2014. Sources: Census



Population In Poverty



Population in Poverty by Census Block Groups

- Below County Percentage
- Above or Equal to County Percentage

August 2014. Sources: Census

Section 3 - Environmental Justice Analysis of System Investments

This section is the process in which LUC will evaluate the plans and projects which are considered to be part of the Long Range Transportation Plan (LRTP). The LRTP is a twenty-year planning document which established to goals and priorities for transportation system over that twenty-year period. The analysis is completed within the development of the LRTP.

The process determines the benefits and impacts of transportation systems and are required in conducting an Environmental Justice (EJ) analysis. Four steps have been identified by FWHA and Federal Transit Administration (FTA) is conducting an Environmental Justice analysis, they are:

- Demographic data
- Public Engagement in Planning Process
- Consider the proposed projects and their likely benefits and adverse impacts
- Select alternatives

Section 4 - Project Benefits and Adverse Impacts

The Department of Transportation issued an EJ order which defines adverse effects of a project or program. In summary adverse impacts are the significant individual or cumulative health, environmental, social, and economics impacts of a project or set of projects.

Project benefits are the anticipated results of a project which improve performance measures or quality of service. The benefits of project will vary depending upon the project. Projects are identified within the planning process by failure to meet specific requirement or performance measures. The improved performance measure should be the primary benefit.

Other potential benefits include:

- Decreased travel time
- Increased access to employment or businesses
- Increased access to transit
- Improved pedestrian or bicycle facilities
- Improved air quality
- Safety

Project impacts are the individual and cumulative effects of completing a project. They may include:

- Increased traffic
- Increase in noise
- Displacement or relocations
- Neighborhood intrusion
- Water quality impacts
- Air quality impacts
- Reduction in green space
- Decreased access to transit
- Decreased access to employment or businesses

Considering project benefits and impacts is complicated and not easy to show graphically. Where possible the benefit or impact should be shown graphically. The process used to evaluate project impacts is:

- List all project benefits
- List all project impacts
- Provide discussions of the how benefits and impacts may affect low income, minority and LEP populations.
- Include discussion in meeting materials where possible

Disproportionately High and Adverse Effect

A disproportionately high effect is one that:

- Is predominately borne by a minority population and /or a low income population, or
- Will be suffered by the minority and/or low income population and is appreciable more severe or greater in magnitude than the adverse effects suffered by non-minority and/or non-low income population.

To determine if either one or both of these conditions apply a map showing the locations of protected populations along with the anticipated projects derived from the LRTP. This along with a written analysis of the benefits and burdens should be presented to LUC's Board. A separate analysis should be completed on the financially constraint project lists. If a disproportionately high or adverse effect is found in either analysis additional study or substitution of another project(s) should be completed.

Section 5 -Public Outreach on Implementation of the EJ Strategy

Public engagement and participation in decision-making is a fundamental principle of EJ, and is critical to achieving outcomes that reflect the needs of all affected stakeholders to the greatest extent feasible. Active participation of all affected communities will help ensure that transportation plans and projects avoid, minimize, or mitigate these impacts on Low-income and Minority populations. For this reason, LUC is committed to developing and utilizing public engagement to encourage EJ populations to participate during the planning and implementation of LUC's programs, policies, and activities.

LUC is committed to engaging low-income and minority populations in the transportation decision-making process, from the earliest stages of planning through project implementation. As LUC implements an outreach strategy, we are committed to building relationships with stakeholders, including State and local partners who help fund our transportation systems and those who serve underrepresented populations. LUC encourages coordination with community leaders to develop locally appropriate outreach plans, recognizing that community leaders are ideally positioned to champion the public engagement process and disseminate information to their constituents.

LUC is exploring traditional and nontraditional strategies for engaging low-income and minority populations, including regional workshops with State and local officials and online announcements. LUC will also ensure that communities with LEP populations have access to information to the fullest extent feasible and that their participation in providing input into decision-making is encouraged.

Furthermore, LUC is committed to coordinating to the removal of procedural or regulatory barriers in all efforts to achieve EJ. This includes programs and collaborations across all relevant Federal, State and Local agencies.



Logan-Union-Champaign regional planning commission

Director: Bradley J. Bodenmiller

NOTICE

ISSUED
June 10, 2021

Contact: Bradley Bodenmiller
Director
LUC Regional Planning Commission
(937) 666-3431

LUC STAFF PERFORM ESSENTIAL GOVERNMENT FUNCTIONS.

LUC essential employees include staff members Bradley Bodenmiller, Heather Martin, and Aaron Smith.

ESSENTIAL GOVERNMENTAL FUNCTIONS.

LUC essential employees (staff) perform Essential Government Functions to support Essential Business and Operations including but not limited to:

LUC Committees.

The LUC Executive Committee is the policy and decision-making board for the Regional Planning Commission. The Executive Committee is generally a 28-member committee. There is a President, First Vice President, Second Vice President, Treasurer, and Secretary. There are two ex-officio members, those being a representative from ODOT District 6 and a representative from ODOT District 7. It's activities are Essential Government Functions.

As a result of House Bill 197, all LUC Committees could conduct public meetings (and hearings) via teleconference, video conference, or any similar electronic technology for a certain period of time. From time-to-time, other legislation may grant this type of flexibility.

Land Use.

In townships, zoning may be established in the interest of public health and safety. In municipalities, zoning may be established in the interest of public health, safety, convenience, comfort, prosperity, and/or general welfare. LUC assists its member governments in administration of zoning regulations. As of March 2020, LUC had a membership of 62 governmental organizations. This is a primary function of LUC.

Prior to an LUC Executive Committee meeting, it is customary for staff to generate a recommendation and, also, for the LUC Zoning & Subdivision Committee to meet and generate a recommendation. Statutory timelines are required to be followed.

It is not unheard of that a zoning commission, having yet to receive a recommendation from a regional planning commission, would move to continue its public hearing to a later date in order to allow time for a regional planning commission to meet and generate a recommendation. In the event there is no LUC Executive Committee quorum, both the staff and Zoning & Subdivision Committee recommendations could be forwarded to the entity requesting a recommendation from the Regional Planning Commission.

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In the event the primary staff member is unable to perform these duties due to an emergency, multiple staff members have generated reports and multiple staff members are able to take questions and resolve technical support issues. LUC Committees are comprised of local government officials with the knowledge and expertise required to generate recommendations.

Subdivision Regulations.

Subdivision regulations secure and provide for the coordination of the streets within a subdivision with existing streets and roads or with existing highways, for the proper amount of open spaces for traffic, circulation, and utilities, and for the avoidance of future congestion of populations detrimental to the public health, safety, or welfare. LUC provides technical support to incorporated areas and has platting authority in unincorporated area. As of March 2020, LUC had a membership of 20 incorporated members, 39 unincorporated members, and 3 counties. This is a primary function of LUC.

Subdivision applications are received by LUC staff. All staff members have, at one time or another, received a subdivision plat application. These applications come with a checklist the applicant is required to complete. Applications are forwarded within 5 days to reviewing agencies by LUC staff. Although it is customary to do this via hardcopy, it is possible to utilize the LUC website and email to distribute a subdivision application electronically.

According to the Subdivision Regulations, the LUC Executive Committee President or the President's designee may sign a subdivision plat. According to ORC 711, the Secretary of the Commission shall issue the Commission's decision in writing. The designated representative is the LUC Director/LUC Executive Committee Secretary. In the event of an absent Director/Secretary, the President may sign a subdivision plat or choose to designate another individual. It is preferred that the individual be either the President or Secretary.

Community Development Block Grant (CDBG).

The Community Development Block Grant (CDBG) program is a federal program, which provides communities with resources to address a wide range of unique community development needs. LUC does not receive a CDBG grant directly, but assists with administration through a contract basis. Both the grant and contracts LUC holds to administer the grant include deadlines and requirements that must be met. Penalties for noncompliance range from corrective action and administrative remedies to repayment of the grant award.

As of March 2020, LUC administered the Champaign County CDBG program through a contract. In the event the primary staff member is unable to perform these duties due to an emergency, both the Operations Manager and LUC Director have performed duties related to this grant. LUC member communities and the State's Office of Community Development are also familiar with the program and can serve as guides to any staff member filling-in.

Fair Housing.

The Fair Housing program affirmatively furthers Fair Housing, an act prohibiting discrimination against any person because of race/color, national origin/ancestry, gender, disability, religion, familial status, or military status. It includes outreach, training, and a toll-free number for residents to file a complaint to provide support for people who feel they've been discriminated against. This program is a requirement

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for communities receiving CDBG grants, which includes each county and the City of Marysville. Contracts lay-out the timing of required actions by LUC.

As of March 2020, LUC administered 3 county Fair Housing programs and 1 municipal program.

The Analysis of Impediments (AI) is a required document of the Fair Housing Program. Existing AIs can serve as a model for other staff members in the event of an emergency.

All staff members have been involved, in one way or another, in providing Fair Housing trainings, the creation of AIs, and receiving Fair Housing calls.

Land Bank.

Land banks provide counties with the much-needed ability to quickly acquire foreclosed and vacant property. Land banks can safely hold distressed property, clean its title, and prepare it for a better day. The goal is to secure vacant properties—which would otherwise attract crime, lower neighboring home values, and incur public services costs—so that they can be put to better use in the future.

LUC assists with administration of the Logan County Land Bank through a contract basis. The Board works with multiple attorneys and LUC has worked with the Board to establish policies and procedures and it could function, although not as well, on its own. In the event the primary staff member is unavailable, other staff members have assisted the Land Bank in the past and are familiar with blighted properties and land banks generally.

Census.

LUC has a long history of involvement with the United States Census. Phases of the Census require input and responses by established deadlines. Failure to act results in less input from local stakeholders on the Census.

As of March 2020, LUC participated in Complete Count Committees (CCCs) and all 3 Participant Statistical Area Programs (PSAP). CCC meetings are able to be performed telephonically. CCCs are able to operate without staff and all 3 PSAP submittals occurred during 2019.

Administrative Functions.

Administrative functions are a requirement of any office environment. Receiving invoices, paying bills, purchasing, payroll, and other similar functions require prompt attention and timely responses. Failure to meet administrative deadlines results in outstanding debts and an unpaid workforce. As of March 2020, LUC administered estimated expenses of \$350,057.50. This is a primary function of LUC.

In the future, LUC's plan is to do cross-training. In the meantime, it is possible for the LUC Director or LUC Treasurer to reach-out to the County administration department for assistance in the event the Operations Manager is unable to act.

Area-Wide Grant Clearinghouse.

LUC acts as an Area-Wide Grant Clearinghouse for applicants who request federal and state assistance for selected projects. These programs require prompt attention and timely responses. Failure to meet these deadlines may create a deficiency in applications.

As of March 2020, LUC continued to act as an Area-Wide Clearinghouse. Action on applications requires Executive Committee action.

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RTPO.

In 2016 LUC was designated by Governor Kasich as one of five rural agencies in the state known as a Regional Transportation Planning Organization (RTPO). This program allows LUC to participate in transportation planning, somewhat mirroring the process that currently happens in major metropolitan areas through the designated Metropolitan Planning Organizations (MPO's). LUC achieved the first main goal of the RTPO by completing and adopting a Transportation Plan for Logan and Champaign Counties. Union County is part of a different and emerging RTPO.

These organizations receive transportation planning monies from the State. The stipulations and contract associated with an RTPO include deadlines, deliverables, and requirements that must be met. Penalties for noncompliance range from corrective action and administrative remedies to repayment of the grant award.

As the Logan and Champaign County RTPO continues to evolve from a pilot to permanent program, LUC realizes it needs to build its capacity as a transportation planning agency while continuing to deliver its core land-use related services. A partnership has been entered between LUC and the Clark County-Springfield Transportation Coordinating Committee (TCC) to accomplish this. You can learn more about TCC here: <http://www.clarktcc.com/> LUC retains its identity and local decision making as an RTPO while TCC is contracted to perform transportation planning activities and interface with the Ohio Department of Transportation and the Federal Highway Administration.

The LUC Director is generally familiar with the requirements of this program and there are multiple staff members at TCC who assist LUC in administering this program. The LUC Executive Committee is the policy and decision-making board for the RTPO.

ATTACHMENTS INCORPORATED.

The current COOP is hereby incorporated into this document.

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Logan-Union-Champaign Regional Planning Commission

Director: Bradley J. Bodenmiller

Director's Report – June 10, 2021

Brad's Activities:

5/17	Autonomous Vehicle Conference (PAVE)
5/18	Discriminatory Harassment Training Liberty Twp (U) Zoning Commission
5/20	ODOT Route 23 Steering Committee
5/25	Drug Testing Training FMLA/ADA Training
5/26	OARC Executive Directors
5/27	Diversity & Inclusion Training Rushcreek Twp (L) Zoning Commission
6/1	Union Co (U) Department Head Meeting
6/2	Sketch Plan Meeting
6/3	Union Co (U) Township Association
6/7	RTPO TAC, Champaign Co (C) & Logan Co (L) Leesburg Twp (U) Board of Trustees
Ongoing	COVID-19 policy updates

Aaron's Activities:

5/18	Union County Parks & Trails Working Group Multi-Generational Workforce Training Discriminatory Harassment Training Darby Twp (U) Zoning Commission
5/25	Pleasant Twp (L) Zoning Inspector Training I
5/27	Diversity & Inclusion Training
6/2	Pleasant Twp (L) Zoning Inspector Training II
Mapping	Stokes Twp (L), Vlg of Lakeview (L), Millcreek Twp (U), Harrison Twp (C), Claibourne Twp (U), Vlg of Richwood (U), Liberty Twp (U)
Zoning	Vlg of Lakeview (L), Vlg of Rushsylvania (L), Vlg of West Mansfield, Monroe Twp (L), Perry Twp (L), Pleasant Twp
Support/Assisting	(L), Richland Twp (L), Washington Twp (L), Claibourne Twp (U), Darby Twp (U), Jerome Twp (U), Leesburg Twp (U),
Jurisdictions	York Twp (U), City of Urbana (C), Mad River Twp (C), Salem Twp (C),

Heather's Activities:

5/17	Champaign County CDBG CDIS Meeting
5/18	Logan County Land Bank meeting
5/20	Supervisory Fundamentals via Zoom Principles of Management via Zoom
5/27	The Multi-Generational Workforce via Zoom Diversity & Inclusion Training via Zoom
6/1	Champaign County Housing Coalition via Zoom
6/3	Champaign County CDBG Second Public Hearing
Ongoing	LUC web-site updates
Ongoing	Logan County Land Bank activities
In Progress	CDBG Desktop Monitoring of Urbana – Critical grant
In Progress	PY19 CDBG activities
In Progress	PY21 CDBG activities

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Executive Committee Meeting Minutes
Thursday, June 10, 2021

President Beau Michael called the meeting to order at 1:16 pm.

Roll Call – Brad Bodenmiller

Members present: Brad Bodenmiller, John Brose, Tyler Bumbalough, Preston Carter, Tim Cassady, Scott Coleman, Brian Davidson, Wes Dodds, Todd Freyhof, Ashley Gaver, Kyle Hoyng, Dennis Kauffman, Steve McCall, Beau Michael, Tammy Noble, Tim Notestine, Mark Robinson, Steve Robinson, Ryan Smith, Jeff Stauch, Ben Vollrath, and Andy Yoder.

Members absent: Todd Garrett, Jeff Rea, Ryan Shoffstall, George Showalter, Jason Willis, and Ben Wiltheiss.

Guests present: Bill Narducci, Union County Engineer's Office; Steve Hess, Champaign County Commissioner; Andy Keeler, City of Dublin; Eric Snowden, Jerome Township; Joseph Koralewski, Jerome Township; Justin Wollenberg, Terrain Evolution; Aaron Smith and Heather Martin of LUC Regional Planning Commission.

Guest Speaker – BroadbandOhio – Peter Voderberg and Katie Hegarty

- Peter Voderberg gave a presentation providing information on BroadbandOhio Initiatives.
- Ben Vollrath – For the grant program and partnering with existing service providers, what defines an internet service provider to be eligible? Is it just private or can government be involved in it? How would we know if a provider can apply?
 - Peter Voderberg – They need to be a telecommunication provider; government entities and quasi-government entities can not apply. If it's a rural co-op that's going to take over, then they can apply. Cannot be fully government controlled.
- Brad Bodenmiller – If one of us takes on doing a survey to identify areas that are underserved or unserved, what sort of questions should we ask? Does it need to be scientific?
 - Peter Voderberg – One of the things you can do is have people take a speed test and report that. That would be helpful. Having the numbers works better than anecdotal reports. Questions such as: Is there someone you can call, Yes/No. If yes, can you run a speed test? The state has one called speed test and the data gets reported to the state.
- Tim Cassady – The Champaign County Commissioners want to take this on as a priority. We have several pockets in our county that is lacking service and have poor service. We've discussed different ways of surveying the community to



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identify areas. Once we get to that point, can we contact you for help, guidance or advice? The pandemic really highlighted the importance of having service available. The other thing we see is telehealth will be huge and we feel that it will be a good project to take on. One of our other priorities is, we have areas where there's issues with marks communication for our first responders. Maybe the two could interconnect. For example, if we were to erect a tower, maybe we could use that to help with both issues.

- Peter Voderberg – We are here to help. I want to help you with serving the needs of your community. You can contact us directly. For the county commissioners, there is going to be a process that you can pass a resolution saying you're broadband ready. That will come to us, and we can go to ISP's and say this county is ready. You'll still get help if you don't pass a resolution, but there will be a process for those who want to do it.

Minutes – Ben Vollrath moved a motion to approve the minutes from the May 13, 2021, meeting, as written, and Steve McCall seconded. All in favor.

Financial Report – Andy Yoder presented the Financial Report for May. Tim Cassady moved a motion to accept the Financial Report and Scott Coleman seconded. All in favor.

ODOT Reports:

ODOT Reports are available on LUC's website. Brian Davidson reported for District 6.

RTPO:

Brad Bodenmiller read the report from TCC, which is available on the LUC website.

1. Environmental Justice Program
 - Andy Yoder moved a motion to adopt the Environmental Justice Program resolution and Tyler Bumbalough seconded. All in favor.

New Business:

1. Review of ERN-2 Phase 3 Final Plat (Union County) – Staff Report by Brad Bodenmiller
 - Andy Yoder moved a motion to accept the recommendation of approval of the ERN-2 Phase 3 Final Plat based on staff and Zoning and Subdivision committee comments and Scott Coleman seconded. All in favor.
2. Review of Glacier Pointe Section 2 Phase 2 Final Plat (Union County) – Staff Report by Brad Bodenmiller
 - Steve McCall moved a motion to accept the recommendation of approval of the Glacier Pointe Section 2 Phase 2 Final Plat with staff comments and Jeff Stauch seconded. All in favor.

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3. Review of GPN-12 Preliminary Plat (Union County) – Staff Report by Brad Bodenmiller
 - Ben Vollrath moved a motion to accept the recommendation of approval of the GPN-12 Preliminary Plat with staff comments and Steve McCall seconded. All in favor.
4. Review of Mills of Watkins Preliminary Plat (Union County) – Staff Report by Brad Bodenmiller
 - Jeff Stauch moved a motion to accept the developer's request to table the Mills of Watkins Preliminary Plat and Tammy Noble seconded. All in favor.
5. Review of VN-3 Preliminary Plat (Union County) – Staff Report by Brad Bodenmiller
 - Wes Dodds moved a motion to accept the recommendation of approval of the VN-3 Preliminary Plat with conditions and Tammy Noble seconded. All in favor.
6. Review of Adams Township Parcel Amendment (Champaign County) – Staff Report by Aaron Smith
 - Scott Coleman moved a motion to accept the recommendation of denial for the Adams Township Parcel Amendment and Wes Dodds seconded. All in favor.
7. Review of Darby Township Parcel Amendment (Union County) – Staff Report by Aaron Smith
 - Steve McCall moved a motion to accept the recommendation of approval to the Darby Township Parcel Amendment with modifications and Tim Cassady seconded. All in favor.
8. Review of Jefferson Township Parcel Amendment (Logan County) – Staff Report by Aaron Smith
 - Scott Coleman moved a motion to accept the recommendation of approval to the Jefferson Township Parcel Amendment with modifications and Tammy Noble seconded. All in favor.
9. Review of Jerome Township Parcel Amendment (Union County) – Staff Report by Aaron Smith
 - Ben Vollrath moved a motion to recommend approval of the Jerome Township Parcel Amendment and Tyler Bumbalough seconded. All in favor.
10. Review of Essential Government Functions document – Brad Bodenmiller
 - Steve McCall made a motion to adopt the updated Essential Government Functions document and Scott Coleman seconded. All in favor.

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11. November Executive Committee Meeting – Brad Bodenmiller
 - This meeting will be held on November 10, 2021.

Director's Report

Comments from Individuals:

Adjourn – Steve McCall moved a motion to adjourn the LUC Executive Committee Meeting at 2:22 pm and Ben Vollrath seconded. All in favor.

Next Scheduled Meeting: Thursday, July 8, 2021, 1:15 pm at the LUC Office in the James A. Rhodes Conference Center, East Liberty.

President

Secretary

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