



Executive Committee Meeting Agenda

Thursday, April 14, 2016, 1:15 PM

Call to Order – Stephen McCall, President

Roll Call – Dave Gulden

Action on Minutes of March 10, 2016 – Executive Committee

Financial Reports – Andy Yoder, Treasurer

ODOT Reports

New Business:

1. Dublin Green Preliminary Plat (Union County)– Staff Report by Brad Bodenmiller
2. Building Committee – Dave Gulden
3. Fair Housing and Zoning Presentation

Director's Report

Comments from Individuals

Adjourn

LUC Regional Planning Commission Treasurer's Report 2016

Beginning Balance on March 1, 2016 \$ 575,174.32

Receipts

City of Marysville	Crossroads Study ext.	\$	1,425.00
Union County	Crossroads Study ext.	\$	4,750.00
Jerome Twp	Crossroads Study ext.	\$	475.00
Union Twp (CC)	Parcel Amendment	\$	375.00
Jerome I Associates	Dublin Green Prelim Plat	\$	1,634.00
Union County	CDBG '14 Soft Cost	\$	2,325.00
Union County	Remainder FH'ing '14	\$	200.00
Union County	CDBG FY '14 Admin	\$	11,000.00
Logan County	RTPO Reimbursement	\$	16,982.44
Salem Twp (CC)	2016 Membership Assessment	\$	1,512.55
Village of St. Paris	2016 Membership Assessment	\$	1,321.45
Union Twp (LC)	2016 Membership Assessment	\$	534.95
Pleasant Twp (LC)	2016 Membership Assessment	\$	593.45
Urbana Twp (CC)	2016 Membership Assessment	\$	1,990.95
Darby Twp (UC)	2016 Membership Assessment	\$	1,214.85
City of Bellefontaine	2016 Membership Assessment	\$	5,925.15
Village of Woodstock	2016 Membership Assessment	\$	487.50
Wayne Twp (CC)	2016 Membership Assessment	\$	1,145.30
Village of West Mansfield	2016 Membership Assessment	\$	487.50
Union County	February 2016 Interest	\$	219.57

Total Receipts **\$ 54,599.66**

Total Cash on Hand **\$ 629,773.98**

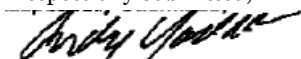
Expenditures

Employee Salaries	2 Pay Periods	\$	12,056.01
PERS	Feb-16	\$	1,687.84
Medicare	2 Pay Periods	\$	163.28
Worker's Compensation	Worker's Compensation Payment	\$	180.15
CEBCO	Medical Insurance	\$	2,855.98
Delta Dental	Dental Insurance	\$	135.90
VSP	Vision Insurance	\$	7.12
CEBCO	Life Insurance	\$	8.42
Bellefontaine Examiner	Annual Financial Report Legal Ad	\$	17.46
Marysville Journal	Annual Financial Report Legal Ad	\$	13.88
Brad Bodenmiller	Reimbursement for UC Twp Dinner	\$	20.00
Dayton Power & Light	Electricity	\$	454.00
Time Warner Cable	Internet/Phone Service	\$	282.96
Kalyndi Martin	Office Cleaning 2/21/16	\$	60.00
Kalyndi Martin	Office Cleaning 3/8/16	\$	60.00
Kalyndi Martin	Office Cleaning 3/23/16	\$	60.00
CDC OH Inc	CDBG Administration	\$	9,625.00
Brad Bodenmiller	Mileage - February 2016	\$	185.22
Dave Gulden	Parking Expense - OHFA	\$	6.00
Dave Gulden	Mileage - February 2016	\$	166.86
Heather Martin	Mileage - February 2016	\$	78.46
ACP - Green & Associates	Crossroads Plan	\$	2,172.23
ACP - Green & Associates	Crossroads Plan	\$	4,071.28

Total Expenditures **\$ 34,368.05**

Balance on Hand as of March 31, 2016 **\$ 595,405.93**

Respectfully Submitted,



Andy Yoder, Treasurer



2016 Budget Summary

as of March 31, 2016

Revenues

		Estimated	Received	Cash Balance	%
450112	Membership Contributions	\$ 182,950.14	\$ 184,963.35	\$ 2,013.21	101%
450105	Grants	\$ 28,500.00	\$ 40,259.00	\$ 11,759.00	141%
450105.LUC13	ODOT RTPO Grant	\$ 80,000.00	\$ 16,982.44	\$ (63,017.56)	21%
420107	Charges for Services	\$ -	\$ 28,900.00	\$ 28,900.00	
480108	Annual Dinner	\$ 2,900.00	\$ -	\$ (2,900.00)	0%
420121	Subdivision Plats	\$ 30,000.00	\$ 10,474.00	\$ (19,526.00)	35%
420122	Mapping	\$ 100.00	\$ 65.00	\$ (35.00)	65%
470101	Interest	\$ 1,428.00	\$ 586.44	\$ (841.56)	41%
Estimated Total Revenue		\$ 325,878.14	\$ 282,230.23	\$ (43,647.91)	87%

Expenditures:

		Estimated Budget	Intra-Fund Transfers	Adjusted Budget	Expended	Unencumbered	%
510100	Salaries & Wages	\$ 210,000.00		\$ 210,000.00	\$ 43,077.80	\$ 166,922.20	21%
510205	PERS	\$ 29,400.00		\$ 29,400.00	\$ 6,030.88	\$ 23,369.12	21%
510215	Medicare	\$ 3,045.00		\$ 3,045.00	\$ 588.42	\$ 2,456.58	19%
510225	Workers Compensation	\$ 3,360.00		\$ 3,360.00	\$ 649.20	\$ 2,710.80	19%
510305	Medical	\$ 46,000.00	\$ (6,000.00)	\$ 40,000.00	\$ 9,139.14	\$ 30,860.86	23%
510310	Dental Insurance	\$ 3,000.00		\$ 3,000.00	\$ 432.50	\$ 2,567.50	14%
510315	Vision Insurance	\$ 300.00		\$ 300.00	\$ 22.90	\$ 277.10	8%
510320	Life Insurance	\$ 300.00		\$ 300.00	\$ 29.06	\$ 270.94	10%
520115	Office Supplies	\$ 5,000.00		\$ 5,000.00	\$ 135.87	\$ 4,864.13	3%
520155	Subscription Fees	\$ 5,000.00		\$ 5,000.00	\$ 2,125.34	\$ 2,874.66	43%
530110	Tuition Reimbursement	\$ 6,000.00		\$ 6,000.00	\$ 4,366.97	\$ 1,633.03	73%
530171	Professional Development	\$ 6,000.00		\$ 6,000.00	\$ 20.00	\$ 5,980.00	0%
530199	Utilities	\$ 12,000.00		\$ 12,000.00	\$ 2,257.87	\$ 9,742.13	19%
530650	Maintenance & Repair	\$ 10,000.00	\$ (2,000.00)	\$ 8,000.00	\$ 1,399.15	\$ 6,600.85	17%
530702	Annual Dinner	\$ 5,000.00		\$ 5,000.00	\$ -	\$ 5,000.00	0%
530800	Building	\$ 250,000.00		\$ 250,000.00	\$ -	\$ 250,000.00	0%
540100	Equipment	\$ 8,000.00		\$ 8,000.00	\$ 570.86	\$ 7,429.14	7%
550100	Travel & Expense	\$ 10,000.00	\$ (1,500.00)	\$ 8,500.00	\$ 1,124.70	\$ 7,375.30	13%
550305	Contingencies	\$ 25,000.00	\$ 9,500.00	\$ 34,500.00	\$ 24,311.63	\$ 10,188.37	70%
Estimated Total Expenditures		\$ 637,405.00		\$ 637,405.00	\$ 96,282.29	\$ 541,122.71	15%

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	\$ 282,230.23
Difference (+/Under)	\$ (43,647.91)
Estimated Total Expenditures	\$ 637,405.00
Actual 2016 Expenditures	\$ 96,282.29
Difference (+/Under)	\$ 541,122.71



Logan-Union-Champaign Regional Planning Commission

Director: Dave Gulden, AICP

Director's Report – April 14, 2016

Dave's Activities:	
Meetings, Miscellaneous & Projects	
3/14	Met w/ LUC President McCall Stoke Twp (L) Trustees
3/15	Crossroads Plan conference call
3/16	NW 33 Corridor Group Champaign County Twp Assn.
3/17	Plat Signing offsite
3/18	LUC Building conference call
3/19	CDBG preconstruction meeting (Urbana)
3/20	LUC Building conference call
3/23	Traffic requirement meeting with Jerome, and Union Co.,
3/25	Ohio Assn. of Regional Associations (transportation committee)
3/28	Jerome Twp (U) Zoning Commission
3/29	Champaign Co. Commissioners Land Bank discussion
4/5	Logan County Emergency Management Agency
4/6	RTPO Intern Interviews
4/8	NW 33 Corridor Group CDBG application training
4/11	LUC Building conference call Dublin City Council
4/12	Jerome Twp (U) Zoning Commission
4/13	Union CIC
Ongoing	CDBG for Champaign County
Ongoing	Regional Transportation Planning Organization (RTPO)

Brad's Activities:	
Meetings, Miscellaneous & Projects	
03/14	Attended Stokes Twp (L) Board of Trustee meeting.
03/16	Attended Northwest 33 Corridor meeting. Attended Champaign Co (C) Twp Association meeting.
03/21	Met with Jefferson Twp (L) about signs.
03/23	Met with Jerome Twp (U) and Union Co (U) agencies. Discussed traffic requirements for PUD applications.
03/26	Met with Village of Mechanicsburg (C) Zoning Commission chair.
03/28	Attended Jerome Twp (U) Zoning Commission meeting.
03/30	Met with Logan Co (L) Prosecutor's Office.
04/06	Participated in ODOT RTPO interviews.
Ongoing	Assisting jurisdictions: Champaign Co (C), City of Bellefontaine (L), City of Urbana (C), Jefferson Twp (L), Jerome Twp (U), Liberty Twp (L), Liberty Twp (U), McArthur Twp (L), Monroe Twp (L), Perry Twp (L), Stokes Twp (L), Union Twp (C), Urbana Twp (C), Village of Huntsville (L), Village of Mechanicsburg (C), Village of North Lewisburg (C), Village of Russells Point (L), Washington Twp (L), York Twp (U), Zane Twp (L)
Ongoing	Assisting with ODOT RTPO Grant as needed.
Ongoing	Assisting with Crossroads Area Plan as needed.
Ongoing	Working on sign code update for Jefferson Twp (L), Liberty Twp (L), Perry Twp (L), and Salem Twp (C)

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Logan-Union-Champaign Regional Planning Commission

Director: Dave Gulden, AICP

Heather's Activities:	
Meetings, Miscellaneous & Projects	
3/29/16	Fair Housing Training – Champaign County: RA
3/31/16	Fair Housing Training – Union County Health District – two sessions
4/6/16	Intern Interviews
Ongoing	2016 Analysis of Impediments Re-write (Logan County, Union County, Champaign County, City of Marysville)
Ongoing	Bellefontaine Survey
Ongoing	Analysis of Impediments Survey

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Executive Committee Meeting Minutes
Thursday, April 14, 2016

President Stephen McCall called the meeting to order at 1:19 pm.

Roll Call – Dave Gulden

Members present: John Bayliss, Paul Benedetti, John Brose, Tyler Bumbalough, Dave Faulkner, Chad Flowers, Todd Freyhof, Kevin Gregory, Dave Gulden, Charles Hall, Jim Holycross, Jeremy Hoyt, Steve McCall, Adam Moore, Tim Notestine, Matt Parrill, Brad Biggs for Steve Shepherd, Jeff Stauch, Ben Vollrath, and Andy Yoder.

Members absent: Joe Buck, Scott Coleman, Barry Moffett, Jeremy Nash, Vince Papsidero, Ryan Shoffstall, George Showalter, and Ryan Smith.

Guests present: Bill Narducci, Union County Engineer's Office; Judy Christian, York Township; Fred Vogel, Jobs & Commerce, ODOT District 7 & 10; Brad Bodenmiller and Heather Martin of LUC Regional Planning Commission.

Minutes – Charles Hall moved a motion to approve the minutes from the March 10, 2016 meeting as written and Jeremy Hoyt seconded. All in favor.

Financial Report – Andy Yoder presented the Financial Report for March. Ben Vollrath asked about the Contingencies line item and if it correlated to the Crossroads Plan. Dave Gulden replied that it did, LUC has been the pass through for this plan. Jim Holycross moved a motion to accept the Financial Report and Todd Freyhof seconded. All in favor.

ODOT Reports: Brad Biggs reported for ODOT 6: No update but orange barrels will be continuing. Matt Parrill reported that it is National Work Zone Awareness Week. Be aware of workers and orange barrels. Brad Biggs shared to move over and slow down. Dave Faulkner asked about the removal of trees and clean-up for the right away. He's been asked how it's determined how far back they go to cut up trees? They'll do a section but then they'll leave a strip that looks like it should be done. Matt Parrill reported that they tried to do contract removal but bids came back in \$2 million over budget. Matt Parrill will report back to Dave Faulkner.

New Business:

1. Dublin Green Preliminary Plat (Union County)– Staff Report by Brad Bodenmiller
 - o Jeff Stauch moved a motion to accept Staff and Zoning and Subdivision Committee's recommendations to approve the Dublin Green Preliminary Plat with all comments and Tim Notestine seconded. All in favor.



2. Building Committee – Dave Gulden

- Dave Gulden provided an update regarding the work with TRC and Honda on a potential office space. LUC's intent per the MOU was to own a part of the building as an office condominium concept, but after research that won't happen because of the complexities of the underlying land ownership. The next best position for LUC would be a long term lease option.
 - Jim Holycross – You would be leasing the land?
 - Dave Gulden – We would be leasing office space; the land is owned by Honda.
 - Jim Holycross - They would own the building?
 - Dave Gulden – Yes, TRC would own the building, and Honda would continue to own the land
 - Steve McCall – By not owning the building, we would just have a percentage of any expense. There's several things we're working out. When lawyers are involved, documents can get pretty complicated and we're sifting through a lot of information. We need to look at our long time security; we don't want to have to go through this process again in a few years. We're still in discussions; this last phone call had a lot of good information and we let them know items that we want to look at. Things are progressing. We still have one more winter here. We'll continue moving forward unless we hear otherwise. We still feel that this would be our best option.
 - Dave Faulkner – What's our buy in?
 - Steve McCall – That's being worked out; it could be done to looked at as our deposit. We need to look at how we protect that money and see if there are any penalties for vacating. We're trying to make sure that we cover everything in that document. Trying to put numbers into it now is not practical because of not knowing the footprint.
 - Dave Faulkner – If another person buys in, the building will be a little bigger.
 - Steve McCall – That's currently what they're talking about. You're always going to have maintenance and utilities and whether that can be shared to minimize that cost, is another good thing.
 - Dave Gulden – The goal is to have drawings for bid in by July and a decision on the lease prior to that to move forward.
 - John Bayliss – Are you using the Union County Prosecutor's Office for your legal piece or someone who has experience with that type



Logan-Union-Champaign regional planning commission

Director: Dave Gulden, AICP

of contract? I question if our lump sum is appropriate? I'm more inclined to make smaller payments than just dump it in the pot for someone else.

- Steve McCall – As far as the numbers and how it affects things, that will be negotiated. We've been discussing that among ourselves. Whether we're purchasing land, buying a building and how we're financing a project like that. We've looked at other avenues for borrowing using low interest loans. Whether or not we had enough to do what we needed on our loans. We want to make sure that we're protected, that we have enough time to revisit or if we had to find another place. It's been a major concern. We wanted to have a long term solution.
- Steve McCall – If we're going to get outside counsel it will be a higher cost but it may be worth the money. There are smaller items that we want to make sure and have been using Union County.

3. Fair Housing and Zoning Presentation – Heather Martin

- April is National Fair Housing Month. Heather's presentation covered the Fair Housing laws and how it applied to zoning.

Director's Report:

- Dave clarified that County Land Bank formation is up to each individual county and not a joint board with other counties. LUC, however, can help administer County Land Banks for interested counties. Dave reported that the Crossroads Area Plan is in its final months and all four funding jurisdictions have been visited with a briefing on the planning effort. The NW 33 Corridor Committee will determine implementation steps for the jurisdictions.

Comments from Individuals:

- Steve McCall told the Board that he's been in contact with Dave Gulden quite a bit recently and that Dave has been doing a good job.

Adjourn – Dave Faulkner moved a motion to adjourn the LUC Executive Committee Meeting at 1:50 pm, and Tim Notestine seconded. All in favor.

Next Scheduled Meeting: Thursday, May 12, 2016, 1:15 pm at the LUC Office in East Liberty.

President

Secretary

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