

**URBANA CITY COUNCIL
REGULAR SESSION MEETING AGENDA
TUESDAY, MAY 7, 2019, AT 6:00 P.M.**

(The UCC Regular Session Meeting will be held in Council Chambers/the Municipal Building)

Call to Order

Roll Call

Pledge of Allegiance

Approval of Minutes

Urbana City Council Regular Session Meeting Minutes of April 16, 2019, in addition to Work Session Meeting Minutes of April 23, 2019.

Communications

1. Design Review Board Meeting Minutes of February 25, 2019. (See attached)
2. Charter Review Meeting Minutes of March 20, 2019, April 10, 2019, as well as April 24, 2019. (See attached)
3. Division Activities Report – January through March. (See attached)

Planning Commission

Board of Control

1. The Board of Control recommends Council authorize a purchase order to Hull & Associated in the amount of \$62,117.28 for Task Order #9 for the Q3 JMC Redevelopment Project. This task order is for the preparation of a no further action (NFA) letter for the Beech Street portion (west side) of the Q3 JMC site and represents 60% of the cost of the total task order in accordance with the city's agreement with Honeywell. The total task order amount is \$103,528.80 with the City paying \$62,117.28 (60%) and Honeywell paying \$41,411.52 (40%). This expense will be charged to General Fund – Miscellaneous Non Departmental and is not in the 2019 budget (see attached). Vote 3-0.

Citizen Comments

Ordinances and Resolutions

First Reading

RESOLUTION NO. 2553-19

DECLARING THE NECESSITY OF CONSTRUCTING OR REPAIRING SIDEWALKS, CURBS AND GUTTERS, AND DECLARING AN EMERGENCY.

Second Reading

Third Reading

Miscellaneous Business

Adjourn

Work Session

EXECUTIVE SESSION

Pursuant to Ohio Revised Code section 121.22(g)(1), to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual requests a public hearing.

**URBANA CITY COUNCIL
REGULAR SESSION MEETING
TUESDAY, APRIL 16, 2019**

President Hess called the City of Urbana Regular Session Meeting to order at 6:00 p.m. City staff attending: Mayor Bill Bean, Director of Administration Kerry Brugger, Director of Finance Chris Boettcher, Director of Law Mark Feinstein, Zoning Officer Adam Moore, City Engineer Tyler Bumbalough, and Community Development Manager Doug Crabill.

PRESIDENT CALLED ROLL: Mr. Fields, present; Mr. Hoffman, present; Mr. Paul, present; Mr. Scott, present; Mr. Thackery, present; Mr. McKee, present; and Mr. Piper, present.

Mayor Bean swore in new Councilman, Jacob McKee.

MAYORAL PROCLAMATIONS

Mayor Bean read a proclamation celebrating Arbor Day. He also added his compliments to the Tree Commission on a great job that they are doing taking care of the trees.

Mr. Crabill stated that the City has been a Tree City for Tree City USA for 17 consecutive years. He gave thanks to all of the volunteers helping the Tree Commission. He also stated that they were looking at updating the Tree Ordinance for it has been some time that it has been reviewed. He also added that there was a \$2.95 per capita as well as the Kerns family donation of \$50,000.00 for tree planting at the cemetery. Further, he continued that to be considered a Tree City, it is required that there is an Arbor Day Celebration Proclamation, a \$2.00 per capital, a Tree Commission and a Tree Ordinance.

Mayor Bean also stated that there is a vacancy in Ward 1 for the Tree Commission and if there was anyone interested, to please let him or Mr. Crabill know.

MINUTES of the Regular Session Meeting Minutes of April 16, 2019 were presented for approval. Mr. Thackery moved for the approval of said minutes and Mr. Paul seconded. Mr. Scott noted a correction in that Mr. Thackery was the one who moved to go back into Executive Session. So noted. Voice vote on approval: all ayes, nays, none.

Motion passed 7-0.

COMMUNICATIONS

1. Board of Zoning Appeals Meeting Minutes of March 11, 2019.
2. Letter from Spectrum regarding Smart Cities
3. Email from Ohio Auditor of State regarding filing of audit report.
4. Shad Tree Commission Minutes of October 11, 2018.

Mr. Thackery moved to accept all of the communications. Mr. Paul seconded. Voice vote on approval: all ayes, nays, none.
Motion passed 7-0.

PLANNING COMMISSION

Motion regarding Planning Commission's recommendation to rezone 861 S. Main St. to B-2 General Business District.

Mr. Moore stated that the Planning Commission recommended no change to the zoning involving 861 S. Main St. He stated that the LUC were still moving forward on the Comprehensive Plan and they would like to see what the studies state. He also added that it was felt that this was a classic case of spot zoning.

Mr. Feinstein explained the process of the motion to adopt or deny the proposed recommendation of the Planning Commission.

Mr. Thackery moved to adopt the Planning Commission's recommendation of denial of the rezoning of 861 S. Main St. to B-2 General Business District. Mr. Scott seconded. President Hess called for a roll call for passage: Mr. Hoffman, yes; Mr. Paul, yes; Mr. Scott, yes; Mr. Thackery, yes; Mr. McKee, yes; Mr. Piper, yes; and Mr. Fields, yes.

Planning Commission's recommendation of denial upheld 7-0.

ADMINISTRATIVE REPORTS – BOARD OF CONTROL

1. The Champaign Family YMCA - \$85,027.60 (General Fund - Pool)

Mr. Brugger stated the YMCA have ran the operation and maintenance of the City Pool very well for the past 2 years. The City will re-evaluate their management of the same at the end of this season. Mr. Paul asked if the City entertained the idea of a multi-year contract with the YMCA and Mr. Brugger advised that it was not conducive to either party at this time. Mr. Brugger also added that this was a service to the community that never seems to make a profit. He stated that the pool opened in 1969 and working with the YMCA has worked well. Mr. Hoffman asked what percentage of the pool is used by the City tax payers rather than the County residents.

Mr. Fields moved to put this issue on the floor for discussion and possible passage and Mr. Paul seconded. Voice vote on approval: 6 ayes, 1 nay from Mr. Piper.
Motion passes 6-1.

2. True Inspection Services (TIS) - \$153,745.05 (Water Fund and Capital Improvement Fund with a portion refundable through the Urbana Paving Program Grant)

Mr. Bumbalough stated that it was known that the City was not going to do the design for the Roundabout, and the City initially applied for 2 grants, Small Cities and Safety. These grants are

both funded by ODOT. Further, he said that fast forwarding to budget season, they were looking at expenses that were a lot smaller. He stated that roughly \$50,000 the City was receiving in grant funding from ODOT for inspection, was eaten up with the overruns in construction cost due to severely low initial engineer's estimate. The water project was added and urban resurfacing project as well after the initial grant allocation. Mr. Bumbalough continued stating that the Sanitary Sewer Project was to begin in August in addition to the upcoming Phase II Water Project. He said that the City would save \$101,481.00 if he was to oversee the Water Project. He provided a cost/benefit analysis that showed the savings if TIS would do the inspection on the project. Mr. Paul stated that it looks to be cheaper if the City had TIS do the inspection. Mr. Bumbalough added that due to it being a local firm, they have cut down some of the rates for the City. Mr. Thackery questioned the vehicle expenses, why it was so much if they were a local firm? Mr. McKee asked if it was typical for the project not going out for bid. Mr. Bumbalough responded that the bid was required for the proposal and they have to be ODOT qualified. Mr. Hoffman asked how their hours would be tracked. Mr. Bumbalough responded that they were give a 40 hour per we cap. President Hess asked what they were inspecting and was advised by Mr. Bumbalough that concrete and density on pavement. He added that his and Mr. Crabill's time will be on the paperwork side for there were 12 funding lines to keep track of and will go to the site as needed.

Mr. Paul had a question on the list of PO's that included the cemetery. Mr. Feinstein stated that this was regarding a criminal case in which a defendant broke some of the fence at the cemetery and that there has been a suit filed against the Defendant to retrieve the expenses of repair.

CITIZEN COMMENTS

Lynn Mitchell – 904 S. High St. asked about the Sanitary Sewer Project and asked if they were going to be doing this project during the Champaign County Fair week. Mr. Bumbalough advised no and that they would use the cemetery as much as possible other than Powell Ave.

ORDINANCES AND RESOLUTIONS:

Third Reading –
None

Second Reading –
None

First Reading –

RESOLUTION NO. 2441-19

A RESOLUTION AUTHORIZING THE DIECTOR OF ADMINISTRATION OF THE CITY OF URBANA, OHIO TO ENTER INTO A PARTNERSHIP AGREEMENT FOR THE PY 2019 COMMUNITY HOUSING IMPACT AND IMPROVEMENT PROGRAM (CHIP), DESIGNATING CHAMAPIGN COUNTY TO ACT AS THE OFFICIAL GRANTEE FOR SAID PROGRAM, AND DECLARING AN EMERGENCY.

Mr. Crabill said the CHIP Program has been in existence since 1999. He also advised that currently, there is one program that included both the Cities and the Counties and added funds to the program. He said the County would be the Grantee and the proposed efforts were for owner home repair funding for 16 units. He also advised that the Owner Rehab projects were county wide. He also mentioned that there was a total of \$700,000.00 available, and the County would be seeking \$400,000.00 and the City would be seeking \$300,000.00.

Mr. Thackery moved to put this resolution on the floor for discussion and possible passage. Mr. Fields seconded. President Hess called for a roll call for passage: Mr. Paul, yes; Mr. Scott, yes; Mr. Thackery, yes; Mr. McKee, yes; Mr. Piper, yes; Mr. Fields, yes; Mr. Hoffman, yes; and Mr. Paul, yes. Resolution passed 7-0.

RESOLUTION NO. 2449-19

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION OF THE CITY OF URBANA TO PARTICIPATE IN THE OHIO DEPARTMENT OF TRANSPORTATION'S (ODOT) ROAD SALT CONTRACTS AWARDED IN 2019, AND DECLARING IT AN EMERGENCY.

Mr. Feinstein declared a point of order stating there was no need for this resolution to have a suspension of the rules.

Mr. Brugger said that this was an annual participation for salt and the City was requiring Council's approval on the resolution to allow the City to participate in the bid. He also advised that there were approximately 500 tons on the ground.

Mr. Hoffman moved to put this resolution on the floor for discussion and possible passage. Mr. Fields seconded. President Hess called for a roll call for passage: Mr. Scott, yes; Mr. Thackery, yes; Mr. McKee, yes; Mr. Piper, yes; Mr. Fields, yes; Mr. Hoffman, yes; Mr. Hoffman, yes; and Mr. Scott, yes. Resolution passed 7-0.

RESOLUTION NO. 2552-19

A RESOLUTION TO AUTHORIZE PRELIMINARY APPROVAL BETWEEN THE CITY OF URBANA, CHAMPAIGN COUNTY, OHIO AND OHIO DEPARTMENT OF TRANSPORTATION FOR PAVEMENT PLANING AND RESURFACING OF UNITED STATES ROUTE 36 FROM LOCUST STREET (SLM 15.05) TO BERWICK DRIVE (SLM 16.25) AND STATE ROUTE 29 FROM SLM 21.07 TO SLM 21.17, and DECLARING AN EMERGENCY.

Mr. Bumbalough provided the location the paving wag going to take place. He also advised the Phase II Water Project next year was for new water mains from Jefferson Avenue to the split. He also advised the paving would be at the end of 2020, and the water project would be prior to the paving.

Mr. Fields moved to put this resolution on the floor for discussion and possible passage. Mr. Thackery seconded. President Hess called for a roll call for passage: Mr. Thackery, yes; Mr. McKee, yes; Mr. Piper, yes; Mr. Fields, yes; Mr. Hoffman, yes; Mr. Paul, yes; and Mr. Scott, yes. Resolution passed 7-0.

MISCELLANEOUS BUSINESS/WORK SESSION

Mr. Paul asked if there could be some form of notification provided in citizen's water bills that advises to not put sticks in the gutters. He also welcomed Councilman McKee.

Mr. Thackery spoke of grass clippings and advised everyone to not leave them on the road. Further he stated that they didn't pass the ordinance, but everyone should be advised not to do this act.

Mr. McKee stated that he was looking forward to working with everyone.

Mr. Fields said that the City was looking good.

Mr. Hoffman stated that there should be notes put in citizen's water bills. He stated that there needed to be a solid form of communication to get information to people. He said that Council keeps kicking this subject around and he believed that Council wanted to get the information to the citizens. President Hess stated that this would be a topic at the next Council Work Session scheduled for 4-23-19.

Mr. Moore said a flyer was developed to add in the utility bill explaining the necessity of filing for a permit when putting up structures. He added there was information on the back advising citizens who they may have to go through, when, etc. He also stated that the grass nuisance will be coming soon and that the Zoning Department has been very aggressive on nuisance actions. He also mentioned that they would be looking at updating some ordinances in the future that would be beneficial to the City, and invited any Councilmen who wished to participate.

Mr. Bumbalough said that the N. Oakland St. Project was well on its way to completion and they started on the sidewalks today. He reminded all this project was 100% grant funded.

Mr. Crabill advised there would be a Roundabout Meeting upcoming.

Mr. Brugger stated that Elton Cultice of the Municipal Airport was awarded Airport Manager of the Year. He advised that Mr. Cultice works very hard at the airport and he thanked him for his service to the City. He also stated another topic for the upcoming Work Session, the same being PACE Equity for local funding for the hotel in addition to the communication topic declared by Mr. Hoffman.

Mayor Bean said that May 2, 2019, is National Day of Prayer. He also stated that on Thursday, there would be a Champaign County Voluntary Recognition Event, Life Fair Alliance. He also added that Assistant Fire Chief Jeff Asper has retired and he wished him well on his future endeavors.

President Hess asked about the gas tax increase as well as any ideas on the 5th 3rd building. He also asked about the progress of the lights issue. Mr. Brugger responded, the 5th 3rd building discussions are still ongoing and that they were waiting on the annual inspection for the latter. President Hess also asked about the Compost and spoke of his seeing two mountains of mulch. Discussion took place on how the Compost worked.

Mr. Fields motioned to adjourn and Mr. Paul seconded. Voice vote on approval: 6 ayes, nays 1 from Mr. Hoffman

ADJOURN AT 7:21 p.m.

NEXT SCHEDULED MEETING

May 7, 2019, at 6:00 p.m.

Council Clerk

Council President

**URBANA CITY COUNCIL
WORK SESSION MINUTES
TUESDAY, APRIL 23, 2019**

President Hess called the work session to order at 6:00 p.m.

Present for the Work Session were: Mr. Fields, Mr. Scott, Mr. Piper, Mr. McKee, Mr. Scott, Mr. Thackery, Mr. Brugger, Ms. Boettcher, Mr. Crabill, Steve Hess and Mrs. Bailey.

Mrs. Bailey began the meeting by stating that PACE Equity Financing was in relationship to the new hotel. She added that there would be legislation coming forward to Council.

Colin Kalvas of Bricker & Eckler, gave a presentation explaining PACE. He explained that municipal corporations and townships may work with property owners to provide up-front, assessment-backed financing to pay the costs of privately energy efficiency and alternative energy improvements. This is accomplished by adding the property to a new or existing "energy special improvement district" or ESID. The eligible improvements were energy efficiency improvements, such as HVAC, lighting, roofs, windows and insulation and alternative energy improvements such as solar PV and solar thermal, micro wind, geothermal and biomass. He further stated the local process was broke down into three sections, project identification, legislation and closing. The property owner submits petition to local government identifying the project, the assessments, and other aspects of the project. The local government adopts several pieces of legislation, resolution of necessity, ordinance to proceed and ordinance levying assessments. The local government then enters into two agreements for each transaction and the local government agrees to transfer any assessments actually received to the PACE lender. The County collects special assessments with real property tax bills. In the event of delinquency, the County Treasurer enforces state's lien for taxes. In PACE, a Special Assessment Agreement is typically used to address enforcement matters. He then spoke of current Ohio PACE programs, showed the Columbus Regional ESID on the map, discussed case studies. He also stated that the City levies an assessment on the property. He also added that a PACE district does not have to be contiguous. Kevin Moyer then spoke about PACE and advised that Ohio has over \$200,000,000.00 in PACE financing and that Ohio is one of their top three states. He stated that the County is the collector and that the rate is fixed for twenty years. Mrs. Bailey stated there were nine Champaign County investors, Perpetual is the capital lender and that it was all local. It was also stated that PACE would help with the legislation.

Mr. Crabill passed out a flyer regarding the Roundabout. He said that this went out in the mail today and this project was divided into six phases. He further stated that the project should begin May 6, 2019, and be completed October 31, 2019. He said that there would be a Public Open House on April 30, 2019, at 3:00 p.m. and at 7:00 p.m. and invited Council to come so they could acquire information to pass on to citizens. He added there would be two bulletin boards, one a Legacy Park and one on the north side of the square. Updated information will also be put on the City's website. He stated the goal is to keep the downtown open for business. Mr.

Brugger added that this wasn't a big project, just a complex one and that it was important that the project team keeps things rolling.

Mr. Brugger handed out correspondence regarding Communication. He stated that Councilman Hoffman was quoted in the paper and he asked Council, what exactly they were looking for. He stated that with communication you have a message, a sender and a recipient. He said that Mr. Hoffman's issue is on the Council side, but what could the City do to facilitate it. Mr. Thackery stated that the new website was upcoming and they were waiting to see if something could be included in that. Mr. Fields discussed the issue with aging people, saying there was a lot of negativity there because it was no longer on television. Mr. Paul said that he was looking at it from a Council perspective, and to get something done, whether it be the marquee. Let's do something and quit kicking this issue around. Mr. McKee added that we should train citizens on where to find the information and what information is out there. He also stated that he understood the technology barrier for the older generation. He also recommended something put on YouTube rather than Facebook due to the fact that only a certain number can view a Facebook offering. Mr. Hess added that we need to find an easy way to get the information. Mr. Thackery said that we should wait until the website is complete.

Miscellaneous Business

Mr. Thackery said he and Mr. Brugger attended a Deer Control conference and stated they received a lot of information and that this was a bigger problem than was originally thought.

Mr. Piper spoke of grass clippings and stated that he proposed an ordinance before but it was voted down. He stated that he wanted Council's help on this issue. Mr. Paul mentioned he felt it should be a nuisance rather than an ordinance.

Mr. Brugger said that the 5th 3rd building will be used for Finance, Utilities and Human Resources. He advised the Zoning Department will relocate to the current Finance Office. He also stated this would happen mid to late summer.

Ms. Boettcher said that the end of May is upcoming and would be preparing the tax budget for next year, the revenue.

Mr. Paul asked Ms. Boettcher about the \$1.00 Compost Fee, and was advised that this has not been put in effect yet. Mr. Paul said that he would like to start discussing this topic.

ADJOURN: 7:28 p.m.



Design Review Board February 25, 2019, Meeting Minutes

Attendance

Members Present: Patrick Trenor (Chair); Rich Colvin; Lin Giampetro; Bill Gibson; Brandon Shockey; Kurt Heintz (Alternate) and Lydia Hess (Alternate).

Member(s) Absent: Steve Brandeberry; and Judy Tullis (Vice Chair).

Guests Present: Adam Moore (Zoning & Compliance); Catherine Tanujaya (Zoning & Compliance); Michele Adams (21 Square Circle); and Dale Thompson (21 Monument Square Property Manager).

Call to Order and Pledge of Allegiance

Action: Patrick Trenor called the meeting to order at 7:00 PM.

Prior Meeting Minutes

Action: Bill Gibson made a motion to approve the meeting minutes from January 28, 2019. Kurt Heintz seconded the motion.

Discussion: None.

Vote: 7 (Yes) – 0 (Nay)
Motion passed.

Old Business – Application(s)

Action: Bill Gibson made a motion to remove application DRB-2019-002 from the table for action by the board. Kurt Heintz seconded the motion.

Vote: 7 (Yea) – 0 (Nay)
Motion passed.

Case # 1: DRB-2019-002 – 21 Monument Square – Michele Adams (21 Square Circle)
Wall Sign

Application: Adam Moore read the application to the Board.

Staff Comments & Recommendations: Adam Moore provided the background and read the staff report to the Board.

Testimony in Favor: None.

Testimony Against: None.

Discussion: Lin Giampetro likes the sign because it speaks to the type of business. Ms. Giampetro's only concern is the blue paint on the trim and the door since it doesn't go with the rest of the theme. Rich Colvin explains that the DRB never approved the blue spray paint on the door and trim; the previous tenant did it. Mr. Colvin stated that the DRB purpose is to keep cohesion and historic colors in downtown. Dale Thompson (21

Monument Square Property Manager) asked why the blue paint is connected to the sign application review when the blue paint has nothing to do with the sign. Mr. Colvin mentioned that in the previous meeting, Mr. Colvin stated the sign itself does meet the guideline as far as the size is concerned; however, some board members questioned the color of the sign and the cohesiveness with the front of the building. Mr. Colvin also stated that the DRB could not control content and color, only whether the size of the sign is proportional to the size of the building. The DRB can also control the placement of the sign on the building. The sign for 21 Square Circle meets all of the sign guidelines. Mr. Colvin also agrees that the sign and the paint of the building are two separate issues. The board brought up the paint color of the building to understand what the plan for the building was before the sign being approval. Sometimes, the building and the business is owned by the same owner. Therefore most of the time the sign and paint discussion is brought up simultaneously.

Mr. Thompson stated that he has been working with Adam Moore on correcting issues on the properties that he manages. Mr. Moore agrees that Mr. Thompson is cooperative and address all the problems that are brought up to Mr. Thompson. Mr. Thompson explains that he will take care of the paint once the weather improves. Mr. Thompson also stated that he received a violation letter for the second-floor window sign, which is a gold leaf lettering sign that fits the historical aesthetic for downtown. Mr. Colvin explains that the photographs of the second-floor sign did not show the gold leaf lettering on the sign and was thought to be boards placed in the window. Mr. Colvin proceeded to explain that the violation letters to remove signs are directed to businesses that are no longer there. After the discussion that Mr. Colvin and Mr. Thompson had, the board dropped the second-floor sign violation, and no further action is required from Mr. Thompson.

Mr. Thompson stated that he would change the paint color and requested input as to what color works best. Ms. Giampetro and Lydia Hess agreed that black would be a nice color to tie everything together. Mr. Colvin also stated that the board should take into consideration the paint color on the upper part of the building for it to be cohesive. Mr. Colvin asked if the board has any problems with the sign itself. The board does not have any issues with the sign. Michele Adams (21 Square Circle) asked if lime green and orange paint for the storefront is acceptable since they are iconic colors that were used during the 70s. Mr. Moore explains that since the building was built during the 1800s, lime green and orange were not the paint colors that were used at that time. Mr. Colvin explains that even though the storefront cannot be painted lime green and orange, there are other ways to create the atmosphere on the storefront display window to capture the store theme. Ms. Giampetro stated the storefront paint color could be revisited at a different time. Mr. Thompson will work with Adam to come up with a paint color before bringing it up to the DRB in the future for approval.

Action: Lin Giampetro made a motion to **approve the application as presented.**
Rich Colvin seconded the motion.

Vote: 7 (Yea) – 0 (Nay)
Motion passed.

Adjournment

Action: Lydia Hess made a motion to adjourn at 7:45 PM.
Lin Giampetro seconded the motion.

Vote: 7 (Yea) – 0 (Nay)
Motion passed.

**CITY OF URBANA
CHARTER REVIEW COMMITTEE MEETING MINUTES
MARCH 20, 2019**

Committee members in attendance were Craig Evans, Audra Bean, Earl Evans, Brandon Shockey, Lydia Hess, Michelle Heflin, Charles Moody, Addie King, Kim Brooks, Al Evans, Stephanie Truelove, Justin Weller, Cassie Cress, Patrick Trenor, Amy Paul and Carrie Thomas. Also present were Mark Feinstein, Amy Deere, Chris Boettcher, Dwight Paul, Marty Hess, Kerry Brugger, Dean Ortleib and Chris Selmek.

Mr. Feinstein introduced himself and gave a background of himself. He advised the committee that he was here to help. He advised that the audience was allowed to participate and it was all agreed upon that everyone would be contacted by email. It was also decided that the meetings were going to be approximately one hour. Mr. Feinstein also spoke about meeting frequency and he advised that any changes that the committee wanted to make in the Charter must be completed by 2020. Discussion took place referencing what day of the week works best for everyone and it was decided that Wednesday would work the best. Mr. Feinstein spoke about keeping the meetings in a civil manner as well.

Mr. Feinstein provided a copy of the existing Charter to the committee and advised them to read through it prior to the next meeting. He also explained that the Charter, to a municipality, is like a Constitution, a blueprint of how to build a community. He advised that the committee, as a group, has the power to change the Charter. He began going through some of the sections advising everyone that if anyone had any questions on the meaning of a section, he would be glad to give definition of the same. He stated that ordinances are the City's laws. He further advised that the ordinances (laws) are made by Council and the Charter is the Constitution.

Mr. Earl Evans brought up the topic of Home Rule. Mr. Feinstein gave an explanation of Home Rule and how it pertains to a City. He stated that pursuant to the Ohio Constitution, a municipality has full power of local self-government, and may pass any laws related to police, sanitary, or other health concerns that are not contrary to the general laws of the state. Mr. Al Evans stated that this information should be provided to the community at the General Election. Mr. Weller also spoke on the topic of communication.

Mr. Feinstein continued on with the meeting and stated his hopes that everyone comes to the next meeting with ideas they would like to express. He also stated that nothing in these meeting is confidential and that it was very transparent. He added that the committee, as a body, makes the rules.

Mr. Al Evans said that he would like individuals effected by the Charter including, but not limited to, the Mayor, Council and the Council President to come before the committee to speak. Mr. Hess stated that there could only be a few Councilman available at a time and he was certain they would be flattered. Mrs. King recommended that Amy Deere reach out and make the arrangements for them to come in.

Discussion took place on when the next meeting would be. It was agreed upon that it would be April 10, 2019 at 6:00 p.m.

Mr. Al Evans stated that as everyone reads the Charter, write down any questions they may have.

Mr. Feinstein provided his phone number and advised everyone that should they have any questions, they were more than welcome to call him. He also advised everyone that he hoped that this review of the Charter could be as informal as possible.

MEETING ADJOURNED – 6:50 p.m.

Next Meeting: April 10, 2019, at 6:00 p.m.

CITY OF URBANA
CHARTER REVIEW COMMITTEE MEETING MINUTES
APRIL 10, 2019

Committee members in attendance were Audra Bean, Earl Evans, Michelle Heflin, Charles Moody, Kim Brooks, Al Evans, Stephanie Truelove, Justin Weller, Cassie Cress, Patrick Trenor, and Carrie Thomas.

Mr. Feinstein began by asking if there were any questions before he began with the agenda. Ms. Heflin inquired about Section 4.06(c) and also found a typo in Chapter 2.01. She asked for some clarity on term limits for Council. Mr. Weller asked if this could be taken out and Mr. Feinstein stated that it could.

Ms. Brooks asked about Chapter 2.21, Council term limits. Mr. Feinstein advised that members of City Council could serve 3 full terms. Mr. Al Evans stated that this was an addition to the 2010 Charter Update. He also stated that the reason for the term limits was that some of the Council served for a number of years, and it was felt that they needed new faces. Ms. Brooks also stated that Chapter 4.03's language needed to be cleaned up. She also spoke about Chapter 8.06 regarding the gender and Mr. Feinstein stated that it was outdated.

Ms. Heflin stated that there was a typo in Chapter 2.17. Ms. Brooks asked about the impact on newly-passed legislation if there was a failure of publication. Mr. Feinstein stated that it didn't invalidate the law, for it was still in effect.

Mr. Feinstein then began going over the agenda. He first spoke of the overview of the current structure of the City, being a "Mayor-Administrator-Council" City. He stated that there is usually one of 2 forms of government. Those are a Mayor-Council, with a "Strong" or "Weak" Mayor, and the other is Council-Manager. He went over Mayor-Council first explaining that the City is run entirely by elected officials. He said the Council legislates and appropriates and that the Mayor runs the City (policy decisions, hiring/firing/budget, etc.) He then explained the Council-Manager form, in which the Mayor is the President and Chairperson of the Council and the City Manager is a professional administrator who works for and answers to Council. Council makes policy decisions and approves the budget, and the City Manager runs the day-to-day operations of the City. Mr. Feinstein went over the handout that was provided to the Committee prior to the meeting showing how the City operates. Mr. Al Evans stated that more people are interested in City government now and they believe that the system is broken, in that one person has too much power. Mr. Feinstein added that one person is going to have a lot of power no matter what you do. Mr. Evans asked Mr. Brugger in his experience, which ran smoother, one boss or a lot of bosses? Mr. Brugger's response was that if he was hired by Council, it is a unified body and there must be a unified voice and he would do what the unified voice tells him to do. He advised that either way

it is essentially “one boss. He also advised that it took 3 years to perfect the structure of the operation of the City.

Mr. Al Evans stated that Mayor Bean and Kerry Brugger came in and cleaned everything up that was a mess. He also wanted to hear more about the weak/strong Mayor. He also stated that Council was known to be a rubber stamp and he has been told by people the Mayor has too much power. He inquired as to how the City can keep from falling backwards.

Mr. Al Evans stated that Council was working with the Mayor on moving the City forward and stated that the current Mayor wants to do what is best for the City and that he didn't agree with what people were saying about the Mayor having too much power and the Council was a rubber stamp.

Ms. Heflin said that 12 years for being on Council is a long time and that she felt the need for fresh bodies every so often and also that you will never make everyone happy on either path you pursue.

Ms. Cress asked why the President did not have a vote and Mr. Feinstein stated that the Charter says that he cannot vote. Ms. Trulove asked if the Mayor has to be Council President.

Mr. Al Evans mentioned that Mr. Earl Evans served as President of Council and he acted as a liaison between Council, the Mayor and the Administrator. He further stated that Mr. Earl Evans would reach out to Council, provide them with accurate information that was not one sided.

Mr. Feinstein mentioned Home Rule again and gave a little more information on this issue.

There was some discussion on having members of Council invited to the next Charter Review meeting to speak. It was decided to have President Hess and Councilman Fields come to speak with having Councilman Paul as a backup.

Mr. Brugger stated that if anyone should see something in the flow chart that does not agree with what is stated in the Charter, to please let him know.

It was discussed and agreed upon by the Committee to do section by section of the Charter and then look at the form of government for the City.

MEETING ADJOURNED – 6:57 p.m.

Next Meeting: April 24, 2019, at 6:00 p.m.

CITY OF URBANA
CHARTER REVIEW COMMITTEE MEETING MINUTES
APRIL 24, 2019

Committee members in attendance were Audra Bean, Earl Evans, Michelle Heflin, Charles Moody, Al Evans, Stephanie Truelove, Justin Weller, Cassie Cress, and Amy Paul.

Mr. Feinstein began by introducing Marty Hess, President of City Council. President Hess stated that he began on Council in 1989, and has been President of Council for the past seven years. He advised that he was on the Board of Zoning Appeals as well, as it is stated in the Charter. He also mentioned that he has been in contact with the President of Council in London, Ohio, and has scheduled a meeting with him to see how their City Council operates.

Mr. Feinstein went over the types of government previously discussed at prior meetings. He said that in the Mayor/Council form of government, the Mayor runs the City and the Council legislates. Everyone involved in this form of government are elected official. The second form of government spoken about was Council/Manager. In this form of government, the Mayor is the President of Council and the Manager runs the City. So in this forum, all elected officials are on the Council side, and the manager, who is not elected, answers to Council.

Discussion took place as to how many members should be on Council, as well as modifying the language in Section 2.04. Amy Paul stated that Council should run like a School Board, in that everyone gets a vote. Al Evans stated that the number of council members should be an odd number for voting purposes.

Michelle Heflin asked what the meaning of "at large" was. Earl Evans said that the City is divided into four wards.

Mr. Feinstein said that Council is a self-governing body and asked President Hess if there were any specification or qualifications to be President. President Hess said that he as President, signs legislation and acts as the Mayor when he is out of town, and also is a member of the Board of Zoning Appeals. More discussion transpired and Al Evans asked President Hess why he continued to run for President when he is not able to vote, and President Hess responded that no one else would run for the position. Discussion about people not wanting to serve on Council took place. Al Evans stated that when he was on Council, he wanted to make sure what was on the agenda prior to the meeting, in that he did not like being blind-sided. He also stated that there were some big Council meetings, and sometimes Council meetings with an irate public. Al Evans also asked President Hess if he felt President of Council was a useless job. President Hess responded no. Cassie Cress asked if it was important for the City to elect a President of Council, and she added that during an election was it possible that citizens only read part of what was on the ballot. Al

Evans stated that he felt that her statement was disingenuous by saying they didn't care. More discussion happened about ballot language and legislation strategy. Stephanie Truelove asked how to present proposed Charter changes to the voters. Discussion followed.

Mr. Feinstein continued about the topic of President of Council and stated that if the President has to have a special set of skills, the citizens may want to elect a President. Should they not need a special set of skills, any Council person could serve.

Mr. Weller offered his opinion that he felt that the President of Council should stay an elected position, cut the Council members by 1, and allow the President a vote.

Mr. Feinstein added that it seemed that the consensus was that the President should be allowed to vote in addition to being elected.

Cassie Cress asked President Hess if he saw anything in the Charter that keeps the President from doing his job effectively. His response was that the Mayor needs Council's approval to hire the Law Director and Finance Director, but can fire them without Council's approval. He felt that this was unfair as the Law Director and Finance Director are the two positions that are essential to serving the needs of Council. He also stated that the President has no power to force Council members to attend the meetings. Audra Bean stated that she felt that this should be a rule. Michelle Heflin also stated that Council should take their role seriously or step down.

Discussion went on about Work Sessions and Regular Session Meetings. Mr. Feinstein stated that Regular Session Meetings took place on the first and third Tuesday's of every month and the Work Sessions are held on the fourth Tuesday of every month, if needed.

Mr. Evans stated that he felt that Council should be cut to five and Mrs. Bean said that she felt that was too much of a jump, cutting it to five, but she felt the President should have a vote.

Mr. Feinstein asked President Hess if he could look into some things for the next meeting. The same being, what he felt was the most effective structure, the hindrance of his position and the productivity of Council, any changes to the Charter he may seem fit, and suggestion on how to get Council more engaged.

It was discussed and agreed upon that Councilman Gene Fields and Finance Director Chris Boettcher would be the next guest speakers, with Mayor Bill Bean and City Administrator Kerry Brugger at the following meeting.

MEETING ADJOURNED – 7:07 p.m.

Next Meeting: May 8, 2019, at 6:00 p.m.

TO Mayor Bill Bean and Members of Urbana City Council

FROM Staff

SUBJECT Division Activities Report
January-March

DATE: April 30, 2019

FIRE DIVISION

- Started a quarterly meeting with union leadership to discuss topics of concern.
- Hosted Madison and Champaign Education personnel on a tour of the Fire Division.
- Collaborated with the Insurance Service's Office to complete the Fire Division's reporting requirements.
- Working with Logan and Champaign County mental health professionals to create a specific critical incident management team for public safety.
- Participated in Champaign Counties EMA full scale exercise.
- Started a "First Five" training program for all Division personnel to identify, streamline, and implement the first five minutes of critical incidents.
- Worked with senior leadership to move forward in signing a MOU with other county agencies in considering a grant for a multi-agency radio communication system.
- Honored civilians at Urbana Township for their efforts in helping us fight a fire.
- Conducted countywide fire training at the former Urbana Local School.
- Presented at the Leadership Champaign County program.
- Started a guest reader program at the schools to run through the end of the year.
- Created a spreadsheet to document all in house repair to vehicles and building.
- Working with the airport on developing activities for First Responders Appreciation Day.

CEMETERY

Total Burials:	22
Including Saturday (a.m.):	3
Saturday (p.m.):	0
Total Graves Sold:	10
(Including)	
Shepherd Mausoleum:	2 (Niche)
Shepherd Mausoleum:	0 (Crypt)
Legacy Mausoleum:	4 (Niche)
Legacy Mausoleum:	2 (Crypt)
Misc. Sales:	1(Vases)

Notes: Spring clean-up successfully completed; storage garage construction complete

COMMUNITY DEVELOPMENT

- In partnership with the Urbana City School District and Flaherty and Collins, the listing process to place North Elementary and South Elementary on the National Register of Historic Places was completed. By listing these structures on the register, these buildings became eligible for state and federal historic tax credits. In addition, with the assistance of the city and other local partners, Flaherty and Collins, developer of the proposed senior residential redevelopment of the Douglas Inn, South Elementary, and North Elementary, applied for the Ohio Historic Preservation Tax Credit Program by the April 1st deadline. This program is competitive statewide, and the project awards will be announced in June.
- Continued to serve as the city's liaison for demolition and remediation efforts being undertaken at the Q3 JMC site by contractors of the city's development partner, True Inspection Services. Remediation activities are nearing completion with only two remedial areas that still need to be addressed. Preparation of the no further action (NFA) letters (one for the west side and one for the east side) is underway with submittal anticipated by August of 2019.
- Hosted a technical assistance meeting with Ohio EPA to tour the Q3 site and to review the remedial efforts to date with Ohio EPA, city representatives, and the CP (Certified Professional) for the project.
- Participated in several local planning efforts, including the Champaign County Roadway Safety Plan, Champaign County Comprehensive Plan, and the Champaign County Hazard Mitigation Plan.
- Started to participate in local meetings of the Champaign County Public Transportation Coordination Planning Committee. Facilitated conversations with Clark County TCC, Champaign Transit System, and Springfield City Area Transit to develop a transfer point in Springfield between the two public transportation systems. The initial pilot for this transfer point is anticipated to launch during the summer of 2019.
- Submitted potential transportation planning projects for the city to LUC/Clark County TCC for transportation planning assistance through the local RTPO (Rural Transportation Planning Organization)'s FY2020 Planning Work Program.
- Facilitated discussions between local partners and DriveOhio and received council support to participate in DriveOhio's Autonomous Vehicle Pilot Program (AVPP).
- Secured nearly \$16,000.00 in Safety funding from ODOT to conduct a safety study of the existing bike trail crossings on Miami Street at the Depot and on North Main Street at the railroad crossing.
- Prepared and submitted a nomination form for Ohio EPA, DEFA through the WSRLA program for loan funding for the Phase 2 Water Main Replacement Program. This \$2.5 million project would replace water mains on Washington Avenue from North Main Street to North Jefferson Avenue and on Scioto Street from Jefferson Avenue to Ames Avenue, including Ames Avenue, Finch Street, and Crescent Drive.
- Completed a corridor study of South High Street from Miami Street (US 36) to Lewis B. Moore Drive (SR 55). This nearly \$30,000 corridor study was paid for through LUC/Clark County TCC through ODOT's RTPO transportation planning program, and this study provided a design concept and estimate for future drainage, pedestrian, and bicycle improvements within this corridor. A letter of interest was submitted to ODOT for funding through the Transportation Alternatives program, and ODOT requested a full application from the city. Other funding sources/upcoming grant applications include the ODOT Small Cities program and the Ohio Public Works Commission.
- Continued work on the South Main Street Corridor Plan with assistance from Burton Planning Services, including stakeholder interviews, an online community survey, an analysis of existing conditions, and the development of plan related goals and objectives.
- Started the process to update the city's lodging tax ordinance, including initial meetings with the Champaign County Visitors' Bureau, the County Auditor, and the County Commissioners.
- Facilitated the public bid process for the Monument Square Roundabout Project, including the rebid process and the combination with the Urban Resurfacing project prior to the rebid.

ENGINEERING

- State Route 54 (South Jefferson Avenue/Patrick Avenue) was paved at the end of fall, 2018. ODOT and the City of Urbana are working to bring the contractor (A&B Asphalt) back to fix substantial segregation and smoothness issues present within the top course of asphalt before final striping. A&B Asphalt owes both entities an acceptable corrective action plan.
- For owners who did not yet complete their sidewalk, curb and gutter replacements by April 19, 2019, a resolution of necessity of replacement will then need passed by Council in order to assess. The owners will be given another 30 days to comply. If not, the City has already contracted with Strawser Paving Company to complete the concrete repairs not yet done and additionally complete any curb ramp installations along S. Kenton Street. The streets affected are Miller Drive, Bon Air Drive, Rue St. Clair, Rue St. Charles, Rue Royale and South Kenton Street (200-400 blocks).
- The Hill Street Improvements and 2019 Asphalt Program are currently out to bid. The project includes a new storm system on Hill Street and brand new sidewalks, curbs and gutters the full length of the street. Afterwards, the contractor will repair portions of the roadway, mill the surface and repave, including S. Kenton Street from Hill Street to E. Market St. The Water Reclamation Facility driveway will also receive its second phase of asphalt. The total estimated cost for these improvements is \$514,305.50, to be paid from a combination of Capital, Stormwater and Sewer.
- The 2018 Asphalt Program, partially carried over from last year, will commence at the same time as the Hill Street Improvements and 2019 Asphalt Program: August 5th or after.
- For the Powell Avenue to Bon Air Drive Sanitary Sewer Extension Project, which will bid in late 2019, the City of Urbana learned that some of the grant money (\$181,100) had to be taken away in exchange for loan dollars because of a state rule about OPWC allocations to new construction. Since the roundabout construction, a separate project, had overruns in the water replacement phase of the project (OPWC loan), we were granted an amendment to transition the lost grant money for the sewer project into the OPWC bucket for the water project downtown.
- The Gwynne Street Bridge Sidewalk and Expansion Joint Repair Project was completed in March. The project was completed by Eagle Bridge Company at an as-bid price of \$65,256.00. The bridge expansion joints and sections of sidewalk and curbing were repaired using specialized concrete mixes.
- Improvements to the roundabout and one block in each direction will begin soon (5/6/19). When the City received high bids in February, we discussed with ODOT the possibility of integrating the Urban Resurfacing project into one larger project. ODOT agreed and the re-bid occurred on 3/11/19. R.B. Jergens Contractors was awarded the project at a price of \$1,808,913.09. The project has been well advertised this first quarter in many different formats (TV, radio, newspaper (2), letter (2), Facebook, City's website). An open house is also scheduled for 4/30/19. On top of the construction, Engineering worked to contract inspection services out. Through a qualification-based selection process, the City arrived at True Inspection Services who will inspect and manage the project and have an integral part in communications throughout this May-to-October-2019 project to better our City center.
- Columbia Gas honored the request to extend their project to Hill Street and further north up South Kenton Street and have been working diligently the first part of this year. This will proceed the City's paving project scheduled for later in 2019.
- The City submitted a letter of interest for S. High Street Improvements on 2/1/19 through ODOT's Transportation Alternatives Program. The City is now permitted to submit a formal application for funding for this project, which installs sidewalks, curbs, gutters, bicycle friendly treatments, storm line improvements and traffic calming features through the entire S. High Street corridor. In order for this to work, we will need to obtain three different grants (ODOT TAP, ODOT Small Cities and OPWC) to make it financially feasible.
- CDBG North Oakland Street Curbs and Walks, Phase 3 was completed in mid-April. The costs will be completely covered by a \$300,000 CDBG Critical Infrastructure grant the City obtained after three tries. Residents on the corridor should welcome new drive approaches, catch basins, sidewalks, curbs and gutters. The project was completed by prime contractor D.L. Smith Concrete.
- 2019 Unit Price Concrete Work was awarded to McGuire Farm and Excavating for this year. Once the weather broke, they started work on numerous patches around town. This is the first year for this contractor to participate in the program.

- The Phase 2 Water WSRLA application and estimate were due in early March. Engineering anticipates a cost of roughly \$2,552,000 to complete both portions. The work covers water main and service replacements on at least portions of Scioto Street, Finch Street, Crescent Drive, Ames Avenue and Washington Avenue.
- Engineering Technician, Clay Miller's duties this quarter have revolved around right-of-way inspections, project monitoring (Gwynne Street Bridge and N. Oakland Street Curbs and Walks, Phase 3), the finalization of an ADA self-evaluation and transition plan, and the locating of cemetery trees via the new GPS/GIS system. The name of the GIS system is mPower Innovations' Integrator platform.
- Twenty-two (22) right-of-way permits have been issued during this quarter. The large volume has a lot to do with the sidewalk, curb and gutter program but other areas of town are also contributing.

AIRPORT

- Grimes Field supported the Champaign County Chamber of Commerce & Visitors' Bureau with presence at the AAA Travel & Lodging Show in Columbus, Ohio to promote tourism and travel in Champaign County. At a new location, this year's show experienced the largest public attendance to date. Grimes Field and Champaign County continue to be destinations for both day trips and vacations. Grimes is the only Airport in the country with 3 museums on site.
- Continued coordination between the Federal Aviation Administration, the Ohio Department of Transportation, Stantec Engineering and Grimes for construction of new T-Hangars. Construction began late last year, but weather delayed continuation until Spring 2019.
- Champaign Aviation Museum making great progress on their Workshop addition to the museum. The recent donation of a Grumman C1A is stretching the floor space to the limit!
- Mid America Flight Museum of Texas – with the help of volunteers (including students from the Hi Point Career Center) the restoration of a 1929 TravelAire 6000 aircraft is making quick headway. Visitors welcome Monday thru Friday at the old paint shop building.

2019 Scheduled Events at Grimes Field

- May 12th & 13th – Grimes will Host the D-Day Doll, a Douglas C-53 Skytrooper aircraft. The Doll made 3 trips into Normandy during WWII and is headed back across the pond to participate in D-Day commemorative activities. While here at Grimes she will offer rides, tours, and education about D-Day.
- May 24th – Walter & Lewis Funeral Home will sponsor a "First Responder's Appreciation Day" to be held at Grimes Airport to honor ALL the First Responders in Champaign County. Everyone please join us in thanking our First Responders! 10:00 am to 3:00 pm
- June 15th - Champaign County Pilots Association will hold their annual Pancake Breakfast. We are also expecting the Army Aviation Heritage Foundation (Sky Soldiers) to be at the Airport and they will be offering both Huey and Cobra rides for purchase.
- July 4th – Annual Rotary Chicken BBQ, Music by Mack Mackenzie (sponsored by the Arts Council), and Fireworks by the Rotary Club.
- August 17th & 18th, MERFI (Mid Eastern Regional Fly-In) Wings & Wheels, one of the longest running fly-ins in the United States. Pancake Breakfast, Safety Seminars, Parade of Flight, Car Show
- October 4th & 5th, Champaign County Hot Air Balloon Festival, A Hot-Air Affair – this year we are increasing the number of balloons participating!

FINANCE**FIRST-QUARTER SNAPSHOT OF DIVISION BUDGETS & YTD EXPENSES**

2019 Department Operating Budgets & YTD Expenses

Department	2019 Budget	YTD 03/31/19 Expenses	Budget %
CITY COUNCIL	\$92,390	\$22,920	25%
CODE ENFORCEMENT	\$203,330	\$100,039	49%
ENGINEERING	\$228,095	\$51,136	22%
FINANCE-ACCOUNTING	\$250,156	\$60,251	24%
FINANCE-INCOME TAX	\$100,890	\$24,211	24%
FINANCE-UTILITY BILLING	\$133,890	\$30,155	23%
FIRE	\$2,720,070	\$776,125	29%
LAW DEPARTMENT	\$204,015	\$60,673	30%
MAYOR/ADMINISTRATION	\$289,320	\$70,517	24%
MISC-NON-DEPARTMENTAL	\$452,275	\$129,928	29%
MULCH/COMPOST	\$24,125	\$1,568	7%
MUNICIPAL COURT	\$712,225	\$174,656	25%
PARKS/RECREATION/POOL	\$280,705	\$29,573	11%
POLICE	\$2,213,530	\$542,810	25%
PUBLIC WORKS & PROPERTY	\$153,320	\$34,191	22%
AIRPORT	\$373,310	\$121,014	32%
STREET	\$708,690	\$185,212	26%
OAKDALE CEMETERY	\$150,295	\$36,228	24%
WATER	\$2,558,855	\$740,129	29%
SEWER	\$3,727,755	\$1,187,031	32%
STORMWATER - OPERATING	\$81,000	\$0	0%
STORMWATER - CAPITAL	\$192,000	\$2,769	1%
	\$15,850,241	\$4,381,135	28%

2019 Major Fund Expected Revenue & YTD Revenue

Fund Number	Fund Name	2019 Expected Revenue	2019 Revenue	Expected Revenue %
100	General	\$6,607,150	\$1,720,148	26%
200	Airport	\$382,165	\$59,945	16%
205	Street	\$709,000	\$139,957	20%
215	Cemetery	\$155,500	\$16,233	10%
275	P & F Tax Levy	\$1,370,250	\$296,836	22%
401	Capital Improvement	\$1,268,250	\$257,756	20%
402	P & F Tax - Cap Imp	\$456,750	\$96,695	21%
605	Water	\$2,440,300	\$590,534	24%
610	Sewer	\$3,766,500	\$927,453	25%
620	Stormwater - Oper	\$81,000	\$21,317	26%
625	Stormwater - Cap Imp	\$189,000	\$49,727	26%
	TOTAL	\$17,425,865	\$4,176,601	24%

LAW OFFICE

Law Director

City Council Meetings/Work Sessions

In the 1st Quarter, the Law Director attended regular City Council Meetings and Work Sessions, to provide guidance on procedure and to answer any legal questions that may arise. He also availed himself to all members of Administration and Council for legal advice and representation as pertains to any matter involving the discharge of their duties and responsibilities as representatives of the City of Urbana, Ohio, and as to any matters which arise during those meetings.

Ordinances and Resolutions

In the 1st Quarter, the Law Director reviewed and approved several pieces of Legislation for presentation to Council, and has advised Council as to the appropriate procedure for enacting same.

Charter Review Committee

In accordance with the Charter of the City of Urbana, a Charter Review Committee was formed and convened in the 1st Quarter of 2019. The Law Director and his Executive Legal Secretary, Amy Deere, have organized and facilitated the meetings of the Committee, and shall so continue to facilitate these meetings. As of the end of the 1st Quarter, the Committee met for their initial meeting.

Appointment of Interim Council Member

One seat on the Urbana City Council opened up in the 1st Quarter of 2019. The Law Director advised and guided Council through the process of appointing interim Councilman Jacob McKee.

Code Enforcement

Planning and Zoning, Administration, and the Law Director work hand-in-hand to assure that all provisions of the Urbana Codified Ordinances, and specifically, those provisions pertaining to nuisances and zoning violations, are being adequately enforced.

Throughout the 1st Quarter of 2019, the Law Director orchestrated the filing of 13 Nuisance and/or Zoning Violation cases, filed in the Champaign County Municipal Court as minor misdemeanor offenses. Each of these cases resolved in abatement.

Contract/Legal Document Review/Modification

Numerous City projects requiring complex legal documentation and process including, but not limited to: the roundabout project; bidding contracts; construction and remediation projects; interaction with the Townships and Champaign County; issues involving the Historical Society, Community Development, were brought forth. Each involves the office of the Law Director, some merely for review, others for more detailed participation.

Easements, Appropriations, and Other Civil Matters

The Law Director represents the City in matters of easements, appropriations, takings, and/or civil cases. He also appeared in Court for multiple suits regarding unpaid utility bills.

Municipal Court Prosecutor

The fundamental responsibility of the Municipal Court Prosecutor is to represent the State of Ohio, the City of Urbana, and/or the Villages in Champaign County, in the Champaign County Municipal Court, for all misdemeanors and for any felony cases filed in that Court.

Cases Prosecuted

In the 1st Quarter of 2019, the Prosecutor's office processed 841 cases, included the aforementioned 13 nuisance/zoning cases. This includes all matters, whether resolved by admission, plea, at pretrial, at a trial to the Bench, or by Jury Trial.

Case Reviews

In addition to prosecuting cases, the Municipal Court Prosecutor reviewed close to 100 "Prosecution Packets", which contain fact patterns and evidence gathered by law enforcement, to determine whether it would or would not be appropriate to file any charges in a particular case. Generally, the Prosecutor is approached to review cases which require analysis of complex legal application of the law to the facts. They may also involve other issues, such as mental and/or physical impairment of suspects, and how diminished capacity might affect charges.

Victim Advocacy

Through the Municipal Court Prosecutor's Victim's Advocate Program, 129 victims of crime were provided guidance and services in the 1st quarter of 2019. The vast majority of these were either victims of assault or domestic violence.

Diversion

7 Defendants were accepted into the Municipal Court's Diversion Program during the 1st quarter of 2019. 2 of the 7 successfully completed the Program, and 5 currently in the program. 2 Defendants who entered the Program in 2018 also successfully completed it in the 1st quarter of 2019.

PARKS AND RECREATION DIVISION

- Park Improvements
 1. pre season maintenance and clean-up of all trucks, trailers and parks and grounds equipment
 2. completion of turf grass pesticide applicator license classification
 3. 5 new mowers purchased for Parks and city grounds; sold existing 7 pieces of equipment via GovDeals
 4. finished restoration and replacement of Gwynne St concession stand roof, eaves and fascia
 5. completed the renovation of the Youth Sports Building kitchenette which included new top, 3 compartment sink and separate hand wash sink
 6. built 20 additional plastic lumber recreation benches; bringing the current number of new benches to 64 throughout the park.
 7. performed spring clean-up around the park and city grounds.
 8. preparing all baseball and softball fields for spring practice and games.

POLICE DIVISION

January Highlights

- January 7 – The Urbana Police Division was responsible for 19 of the 27 cases presented by area law enforcement agencies to the January Champaign County Grand Jury, resulting in 47 of the 64 Criminal Indictments that were returned. Included in this Grand Jury were the indictments of the six young men involved in the November 2018 drug deal robbery at Urbana University where a gunshot was fired from a handgun inside a dorm room.
- January 15 – Prior to the beginning of the Urbana High School boys basketball game, School Resource Officer AJ Ervin, played the National Anthem on his electric guitar.
- January 23 – Officer Keith Hurst graduated from the 22 week Ohio State Patrol Basic Police Academy. He began his 12 week Field Training program with the UPD on January 24 and is slated to complete that training in April.
- January 26 – We completed our internal review of the Response to Resistance (RTR) incidents involving officers for the year 2018. RTR incidents are reviewed after each incident by the shift supervisor, which is then reviewed up the chain of command to the police chief. Annually, an internal team made up of all staff and weapons & tactics instructors from the division conduct another review that is overseen by the lieutenant. This team then makes a formal report with comments to the Chief of Police and the City Law Director, for their final review. From these reviews we make sure we are doing the very best practices that are in line with current RTR policies and procedures on the division. During 2018 Urbana officers were involved in 24 Response to Resistance incidents (we had 22 in 2017; 27 in 2016; and, 37 in 2015).
- January 29 – Our newest officer, Chris Bourque was sworn in and will begin his 22-week Basic Police training at the OSHP Academy beginning on February 4 (**and**) Urbana police conducted a search warrant at 311 N. Jefferson in regards to a theft and drug case, resulting in the recovering items of evidence.

January – Police investigated five overdose cases, resulting in 4 criminal arrests and 1 person receiving immunity.

February Highlights

- February 11 – Chief Lingrell was a speaker at the Alicia Titus – Cities of Peace event at Urbana University.
- February 12 – Chief Lingrell was the speaker at the Soroptomist Club’s meeting at the library **(and)** Sgt. Jason Kizer’s shift hosted St. Paris Cub Scout Pack 90 at the Police Division.
- February 19 – 22 – Officers Logan Dunn and Sam Harris attended a 4-day training seminar on the REID method of interview & interrogation held in Columbus. This intense training was paid for by Champaign County Prosecutor Kevin Talebi.
- February 22 – the Division hosted a one-day training seminar, ***Courageous Leadership***, at Urbana University, provided to us by Chief Harry Dolan, ret., of the Dolan Consulting Group. In addition to Urbana officers, there were 30 other officers from across the Miami Valley who came to this training.
- February 23 – The Urbana Fraternal Order of Police, Lodge 93, held a fundraiser bowling event to help raise funds for the various outreach efforts the FOP is involved with throughout the year. Officer Casey Jennings organized this fundraiser, which was a tremendous success.

February – Police handled one overdose case and it remains under investigation.

March Highlights

- March 9 – Several officers, led by Sgt. Dave Reese, conducted a search warrant raid of a known drug house at 433 Railroad Street. Items of drug evidence, cash and a firearm were recovered in the raid. This case will be presented to an upcoming Grand Jury for Indictments. **(and)** Officers Todd Pratt, Casey Jennings, Robbie Evans, AJ Ervin, Luke Hiltibran, Tyler Reasor, Sgt. Chris Snyder, Sgt. Jason Kizer and Lt. Josh Jacobs participated in a basketball game versus Champaign County Special Olympians. We also participate in fundraising each June when we participate in the annual Law Enforcement Torch Run through the city to benefit our local Special Olympians teams.
- March 21 – Several officers, led by Sgt. Jason Kizer, conducted a search warrant raid of a known drug house at 743 Mark Drive. Items of drug evidence were recovered in the raid. This case will be presented to an upcoming Grand Jury for Indictments.
- March 27 – Urbana police assisted the Lima Police Department with a search warrant at 124 West Market Street regarding a case they are working on, involving an individual living at this address.
- March 28 – The Urbana Police Division helped host the 2018-19 Leadership Champaign County class during their “government” day, providing them with a brief overview of the division as well as a tour of the facility.
- March 29 – Chief Lingrell attended the OSHP Basic Police Academy Chief’s luncheon with our newest officer, Chris Bourque, who is in week 7 of the 22 week academy.

SEWER MAINTENANCE DIVISION

- Sewer Maintenance recorded 11 calls, 3 digs and 813 OUPS tickets in the 1st quarter of 2019.
- Staff continues to perform sewer lateral camera inspections free of charge to city residents. We have recorded 25 camera inspections for residents.
- Sewer Maintenance staff are maintaining the collection system and pump stations.
- Sewer Maintenance staff helped in preseason maintenance tasks at the park; these tasks include replacing pool water lines and valves, and pump.
- Staff is now responsible for the maintenance of the blower system at the closed landfill; checking the blowers daily; performing maintenance as necessary; and monitor/records gas readings every Wednesday.
- Staff continues to clean and camera the 3rd Ward sanitary mains with plans to complete by this spring; will start on the 4th Ward at the completion of the 3rd Ward.

- Staff participated in a demo from Dukes Root Control Jet power II grease liquefier and manhole flow monitoring system.
- Preparing to start our manhole replacement program by ordering supplies and new equipment. We expect our Manhole saw in early May, along with a new service crane truck mid to late summer.
- Staff completed the 1st quarter grease trap inspections in early March.

STREET DIVISION

The 1st quarter of 2019 started and ended quite busy .Winter took its toll on the streets of Urbana (this season); approximately 650 tons of salt were used, bringing the total salt usage since November 2018 to 800 tons. We did more plowing this quarter than we have in the last several years, resulting in additional maintenance to equipment. With winter comes potholes...and lots of them. We used over 30 tons of cold mix in the first quarter alone, with more patching to come.

As March approached, we concentrated on removing trees in preparation of the roundabout project. The Water and Sewer Departments also needed our assistance with many necessary seasonal repairs throughout the Public Works Division.

The Street Sweeper started its planned cleaning routes at the end of the quarter and as expected it's collected much of the leftover winter debris. We plan to move into the 2nd quarter full steam ahead.

WATER DIVISION

Flow information:

January– 59.0905 Million Gallons
1.9061 Million Gallons Average Daily Flow

February – 54.6607 Million Gallons
1.9522 Million Gallons Average Daily Flow

March – 58.5871 Million Gallons
1.8899 Million Gallons Average Daily Flow

Total for the Quarter -173.1528 Million Gallons (up 13.6269 Million Gallons from 4th Quarter 2018)
(All water treatment plants and distribution system are EPA compliant)

Revenue & Expense

As of 03/29/2019

Budget Amount \$2,572,194.19
Month to Date Expense \$141,747.57
Year to Date Expense \$740,129.22
Encumbered Balance \$447,343.52
Unencumbered Balance \$1,384,721.45

Water Department Personal completed the following for the First quarter:

- 3 hydrants broken off due to winter storms. (Over 350,000 Gallons Water Lost)
- 960 OUPS tickets were called in and located for the quarter
- 11 dig events for leaks and maintenance (1 main Break -10 Service line repairs)
- Water Leak survey completed
- Completed the Contingency Plan
- 3 Trucks back to Ford for Recalls
- Changed 2 sets of sock filters at Old Troy Pike
- New High Service Pump and Motor at State Route 29 Plant
- Started water leak repair at Park and Kenton (Leaking for a long time)
- New SCADA radio at the East Lawn Tower and new Antenna
- New SCADA Antenna at Taft Avenue. SCADA now working
- All Hydrants Located for GPS/GIS

Note: These are highlights and do not reflect day to day accomplishments

Projects that we are working on:

- 1) Valve Exercising
- 2) Hydrant Repair
- 3) Locating all water Valves and Customer service valves (GPS/GIS Program)
- 4) Service Line Repairs
- 5) Asset Management Project
- 6) Round-a-bout and Phase II water line replacement projects
- 7) Assisting with Landfill Closure

Upcoming Projects:

- 1) GIS/GPS training and Implementation
- 2) Booster Pumping Station Upgrade
- 3) Automated meter Reading System
- 4) Lead and Copper sampling

WATER RECLAMATION FACILITY

- The WFCF operated 319 consecutive days with no NPDES permit violations.
- The WPCF operated for 31 consecutive days without a lost-time accident.
- The Plant treated 216 MG wastewater in the 1st quarter of 2019.
- The Septage Receiving Facility accepted 878,039 gallons of domestic septic tank waste in the 1st quarter of 2019. This is a decrease of 9% compared to 1st quarter of 2018.
- The Plant recorded 12" of precipitation in the 1st quarter. This is equal to the 1st quarter of 2018 and a 4.69" surplus compared to the 30-year average.
- The Compost Facility officially opened March 25, 2019. Hours of operation are 8-4:30 M-F, 9-3 on Saturdays.
- During the 1st Quarter 2019, RG Trucking hauled 284 wet tons of bio-solids to Cherokee Run Landfill and 736 wet tons for land application. Land Application efforts have been limited this year due to abnormally high precipitation totals.
- Preparations are being made for the upcoming disinfection season. The WRF is required to disinfect effluent wastewater from May 1st to October 31st of each year.
- Construction on the new Screw Press began on March 11, 2019. This is a 180 day project that includes modifications to the primary clarifier, new pumps in the digester building and new submersible pumps for secondary sludge pumping. The new Screw Press replaces our 27-year old Belt Filter Press that has extended its useful life.

ZONING & COMPLIANCE

- We have noticed an unfortunate trend of people installing structures without getting permits beforehand which can cause several issues, especially if the installation didn't adhere to our code requirements. As a result, Cat Tanujaya created a flyer outlining a variety of different project types and which departments would need to be contacted for permits before work's to begin. This flyer is planned for the May utility mailer, with the hope that it raises awareness in those who are unknowing or unaware of our permit requirement laws.
- One of the department's primary functions is to issue permits for all new development in the City of Urbana. To date, the department has issued 45 zoning permits (8-Sign, 10-Fence, 5-Principal Structure, 11-Accessory Structure, 9-Temporary Sign, and 2-Floodplain Development) resulting in more than \$1.2M in local investment (\$1M-Commercial, \$232,242-Residential)

- With the addition of Cat Tanujaya to our department, there has been a significant uptick in the number of nuisance violations processed. Through March, there have been 99 nuisance cases opened (+7% from 2018), 100 cases closed (+17%), 207 letters sent (+81%), 211 inspections complete (-2.7%) and six matters forwarded to the Law Director for abatement (0 in Q1 2018)
- Similarly to nuisance violations, Ms. Tanujaya has dramatically increased our capacity for processing zoning violations. Through March, there have been ten zoning violation cases opened (+25% from 2018), 16 cases closed (+220%), 38 letters sent (+322%), 34 inspections completed (+240%), and 2 cases forwarded to the Law Director for abatement (0 in Q1 2018).
- Partially as a result of the increased efficiency in processing violations, there has been a surge in the call volume handled by the department. In Quarter 1 of 2019, the department received or made 448 phone calls compared to 332 in the same period of 2018 (35% increase).
- In 2017, City Council adopted an ordinance requiring owners of vacant buildings to register their property, develop a plan for the property, and subject them to fees, penalties, and inspections. In Q1 2019, the department worked closely with the Director of Administration and Law Director to develop policy and procedures to enforce the vacant building ordinance. Inspector, Dan Shover, worked with the Utility Billing Department to identify eight vacant commercial structures and over 70 vacant residential structures. All vacant property owners were notified via 1st class mail of the requirements outlined in the legislation and the department subjectively graded each structure to prioritize enforcement. In Q2 2019, the department will begin registration of the highest priority structures, which will include interior and exterior inspections, review of the vacant structure plan, acceptance of fees, and processing the registration form.
- One of the department's goals for 2019 was to simplify our processes and make them easier to understand for our citizens and developers. As a result, we've created new brochures to distribute about our rules and regulations for owning animals and fowl, installing signage, erecting fencing, and for other general zoning questions. Additionally, we have begun consolidating and updating our permit applications to be more modern, simpler, and easier to understand and submit.
- Early in the year, the department identified an issue with our current nuisance Access database. The program was written years ago, the program administrator has since left the City, and the trend of Microsoft moving their products to an online subscription model instead of desktop software caused concern about the long term viability of our process. We began searching for a replacement and have worked with a couple of vendors and reviewed their product. In Q2 2019, we will evaluate our options, and hopefully, present something to the City Council for review. We believe that this product will solve our database issue while increasing our workflow efficiency, allowing us to significantly increase our capacity, while only slightly increasing our resources.
- The department has representatives serving on the Monument Square District (MSD), the Champaign County Visitors Bureau (CVB), and the Logan-Union-Champaign (LUC) Regional Planning Commission
 - The Monument Square District is the downtown organization that seeks to champion the development of an economically, socially, and culturally vital central business district, enhancing the quality of life of the city.
 - The Champaign County Visitors Bureau works diligently to promote Champaign County as a premier destination of leisure travel, highlighting the area's historical, cultural, and recreational activities - and as a result, attracting visitors who help enhance the county's economic and social vitality.
 - The LUC reviews and provides recommendations on subdivision plats and zoning amendments for municipalities, villages, and townships in Logan, Union, and Champaign Counties.
- The department continues to work closely with Marcia Bailey, Champaign County Economic Partnership Director, to assist and direct developers and business owners in the City of Urbana. We work closely to identify potential development barriers and find solutions to development issues to ensure that dollars are being invested back into our City as opposed to elsewhere outside the County.
- The department continues to participate in the development of both the LUC Champaign County Comprehensive Plan and the South Main St. Corridor Study.
- Commercial Development Highlights
 1. Mercy Health Urbana Hospital Entrance Project.
 2. Urbana Hotel, LLC Project.

BOC # 1

TASK ORDER

HULL & ASSOCIATES, INC.

TASK ORDER NO:	009 (revised)
HULL PROJECT CODE:	CUR026
CONTRACT NUMBER:	CNTRCT.300.2221

Subject to the terms and conditions of the above referenced Contract, the Consultant agrees to perform the following Scope of Work for the Former Q3/Beech Street Property:

Task: Preparation of No Further Action Letter and Supporting Environmental Documents

The City of Urbana has requested that Hull prepare a No Further Action (NFA) Letter and request a Covenant not to Sue (CNS) from Ohio EPA for the Former Q3/Beech Street Property (the "Property"). The proposed scope of work includes labor and expenses anticipated for overall management of the project through completion (including meetings with City and Ohio EPA personnel). Environmental documents that are required in support of the NFA Letter for this Property include an updated Phase II Property Assessment and Property-Specific Risk Assessment (PSRA), an update to the Phase I Property Assessment and an Operations and Maintenance (O&M) Plan and Risk Mitigation Plan (RMP). The scope of work includes preparation and submittal of the NFA Letter to the Ohio EPA, as well as Ohio EPA's submittal fee for a NFA Letter with a request for a CNS. Hull has also included anticipated costs for review of groundwater data provided by Honeywell and preparation of the annual O&M report to be provided by Ohio EPA (for initial 3 years). The anticipated tasks and associated costs are summarized below and provided in greater detail in the attached fee schedule:

Project Management:	\$6,388.80
Phase II Addendum/Remedial Activities Report:	\$23,730.00
VAP Update to Phase I Property Assessment	\$3,595.00
Post-Remedial Property-Specific Risk Assessment:	\$27,170.00
Operations & Maintenance Plan/Risk Mitigation Plan:	\$4,745.00
No Further Action Letter:	\$13,670.00
Current Ohio EPA NFA Letter Submittal Fee:	\$18,200.00
Annual O&M Reporting (3 years):	\$6,030.00
ESTIMATED TOTAL:	\$103,528.80

The scope of work does not include potential Technical Assistance fees from Ohio EPA which may be needed due to the Honeywell portion of the project (IA-13) and dissolution of current consent orders associated with this portion of the Property. This scope of work also does not include the estimated costs for installation, sampling and reporting associated with the groundwater compliance monitoring required for IA-13.

It is Hull's understanding that Honeywell has agreed to pay for 40% of the total costs for preparation of the NFA Letter and associated documents for the Property. The estimated costs for both the City of Urbana and Honeywell are as follows:

ESTIMATED TOTAL COST TO CITY OF URBANA: \$62,117.28

ESTIMATED TOTAL COST TO HONEYWELL: \$41,411.52

BOC#1

HULL & ASSOCIATES, INC. PROJECT CONTACT: _____ Rob Corzatt _____

CLIENT PROJECT CONTACT: _____ Doug Crabill _____

CLIENT AUTHORIZATION: _____ DATE: _____

(Please return one signed original to Hull & Associates, Inc.'s Project Contact and retain one signed original for Client's records).

DRAFT

BOC #1

ESTIMATED NFA LETTER COSTS
FORMER Q3/BEECH STREET PROPERTY

<u>Item</u>	<u>Unit Price</u>	<u>Estimated Quantity</u>	<u>Estimated Total</u>
<u>Project Management</u>			
Certified Professional	150.00 /hr.	16 hrs.	2,400.00
Senior Project Manager	150.00 /hr.	24 hrs.	3,600.00
Clerical	50.00 /hr.	6 hrs.	300.00
Travel	0.56 /mile	160 miles	88.80
Subtotal			\$6,388.80

<u>Phase II Addendum/ Remedial Activities Reporting</u>			
Senior Project Manager	150.00 /hr.	6 hrs.	900.00
Certified Professional	150.00 /hr.	18 hrs.	2,700.00
Hydrogeologist II	100.00 /hr.	120 hrs.	12,000.00
Scientist II	100.00 /hr.	60 hrs.	6,000.00
CAD Designer II	95.00 /hr.	12 hrs.	1,140.00
GIS Specialist	85.00 /hr.	4 hrs.	340.00
Clerical	50.00 /hr.	10 hrs.	500.00
Reproduction expenses	150.00 /ls.	1 ls	150.00
Subtotal \$			23,730.00

<u>Phase I Report, VAP Update</u>			
Senior Project Manager	150.00 /hr.	2 hrs.	300.00
Certified Professional	150.00 /hr.	2 hrs.	300.00
Hydrogeologist I	85.00 /hr.	24 hrs.	2,040.00
GIS Specialist	85.00 /hr.	3 hrs.	255.00
Clerical	50.00 /hr.	4 hrs.	200.00
Direct Expenses	350.00 /ls.	1 ls	350.00
Reproduction expenses	150.00 /ls.	1 ls	150.00
Subtotal \$			3,595.00

<u>Post-Remedial Risk Assessment/Modeling</u>			
Certified Professional	150.00 /hr.	10 hrs.	1,500.00
Senior Project Manager	150.00 /hr.	12 hrs.	1,800.00
Senior Scientist	130.00 /hr.	80 hrs.	10,400.00
Scientist II	100.00 /hr.	120 hrs.	12,000.00
CAD Designer II	95.00 /hr.	4 hrs.	380.00
GIS Specialist	85.00 /hr.	4 hrs.	340.00
Clerical	50.00 /hr.	12 hrs.	600.00
Reproduction expenses	150.00 /ls.	1 ls	150.00
Subtotal \$			27,170.00

<u>O&M/Risk Mitigation Plan</u>			
Certified Professional	150.00 /hr.	2 hrs.	300.00
Senior Project Manager	150.00 /hr.	6 hrs.	900.00
Hydrogeologist II	100.00 /hr.	28 hrs.	2,800.00
CAD Designer II	95.00 /hr.	4 hrs.	380.00
GIS Specialist	85.00 /hr.	1 hrs.	85.00
Clerical	50.00 /hr.	2 hrs.	100.00
Reproduction expenses	180.00 /ea.	1 ls	180.00
Subtotal \$			4,745.00

BOC # 1

ESTIMATED NFA LETTER COSTS
FORMER Q3/BEECH STREET PROPERTY

<u>Item</u>	<u>Unit Price</u>	<u>Estimated Quantity</u>	<u>Estimated Total</u>
<u>VAP No Further Action Letter</u>			
Certified Professional	150.00 /hr.	16 hrs.	2,400.00
Senior Project Manager	150.00 /hr.	6 hrs.	900.00
Hydrogeologist II	100.00 /hr.	64 hrs.	6,400.00
Senior Scientist	130.00 /hr.	20 hrs.	2,600.00
CAD Designer II	95.00 /hr.	4 hrs.	380.00
GIS Specialist	85.00 /hr.	4 hrs.	340.00
Clerical	50.00 /hr.	8 hrs.	400.00
Reproduction expenses	250.00 /ea.	1 ls	250.00
		Subtotal	\$ 13,670.00
<u>Ohio VAP Submittal Fee</u>			
Current Fee - NFA with request for CNS	18,200.00 /ea.	1 ls	18,200.00
		Subtotal	\$ 18,200.00
<u>Annual O&M Reporting</u>			
Senior Project Manager	150.00 /hr.	6 hrs.	900.00
Hydrogeologist I	85.00 /hr.	7 hrs.	595.00
Clerical	50.00 /hr.	3 hrs.	150.00
GIS Specialist	85.00 /hr.	4 hrs.	340.00
Direct Expenses	25.00 /ls.	1 ls.	25.00
		Subtotal	\$ 2,010.00
		3 years	\$ 6,030
		TOTAL	\$103,528.80
		CITY PORTION (60%)	\$62,117.28
		HONEYWELL PORTION (40%)	\$41,411.52

Resolution #2553-19

DECLARING THE NECESSITY OF CONSTRUCTING OR REPAIRING SIDEWALKS, CURBS AND GUTTERS, AND DECLARING AN EMERGENCY.

WHEREAS, Section 729.01 of the Ohio Revised Code grants this Council the special power to require the construction or repair of sidewalks, curbs or gutters by the owners of lots or lands abutting thereon and to prescribe the time in which such construction or repair must be completed; and

WHEREAS, Section 729.02 of the Ohio Revised Code states that when it is deemed necessary by this Council to require the construction or repair of sidewalks, curbs or gutters within the City, it shall cause plans, specifications and an estimate of the cost of such construction or repair to be prepared and filed in the office of the Clerk; and

WHEREAS, in accordance with Section 729.01 of the Ohio Revised Code, this Council finds it necessary to require the construction or repair of sidewalks, curbs or gutters within the City; and

WHEREAS, the plans, specifications and estimate of cost have been filed with the Clerk of Council, as required by Section 729.02 of the Ohio Revised Code; and

WHEREAS, Section 729.02 of the Ohio Revised Code further states that upon such filing, this Council may declare the necessity for the construction or repair of such sidewalks, curbs or gutters by the passage of a resolution.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Urbana, Ohio, a majority of the members of Council present concurring, that:

Section 1. It is hereby declared necessary for the preservation of the public health, safety and welfare of the City of Urbana, Ohio, to construct or repair certain sidewalks, curbs and/or gutters in the City of Urbana at the following locations:

- a) Miller Drive, from Bon Air Drive to Eastview Drive
- b) Eastview Drive, at its intersection with Miller Drive
- c) Rue St. Clair, from Miller Drive to its dead end
- d) Rue Royale, from Miller Drive to its dead end
- e) Rue St. Charles, from Miller Drive to its dead end
- f) Bon Air Drive, from Miller Drive to 400 feet north
- g) S. Kenton Street, from Hill Street to E. Market Street

Section 2. The plans, specifications and estimate of cost of the proposed construction or repair, now on file in the office of the Clerk, are hereby approved.

Section 3. The owner(s) of each lot and parcel of land bounding and abutting on such sidewalks, curbs and/or gutters shall construct or repair that portion of the sidewalks,

curbs and/or gutters which abut his or her property, in accordance with the plans and specifications on file in the office of the Clerk of Council.

Section 4. Such sidewalks, curbs and/or gutters shall be constructed or repaired by the owner(s) of the lots and lands abutting thereon no later than June 10, 2019.

Section 5. In the event any such abutting property owner does not complete the required construction or repair of that portion of such sidewalks, curbs and/or gutters which abut his or her property in accordance with the plans and specifications and within the time prescribed by this Resolution, this Council will cause the construction or repair to be done and will assess the cost thereof against the lots and lands abutting thereon.

Section 6. The Clerk of Council, or his or her designee, is hereby directed to serve notice of the passage of this Resolution on the owners of the lots and lands abutting on the sidewalks, curbs and/or gutters to be constructed or repaired in accordance with Ohio Revised Code Section 729.03.

Section 7. It is found that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council that resulted in this formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code, and the Rules of Council.

Section 8. This Resolution is hereby declared an emergency measure as it relates to addressing public health, safety and welfare and shall become effective immediately upon its passage.

PASSED: _____

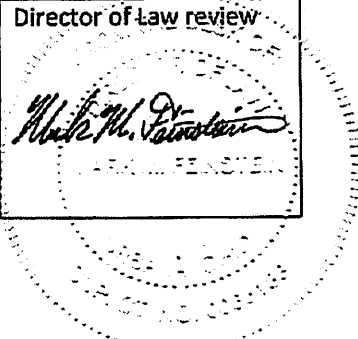
Council President

ATTEST: _____

Clerk of Council

This resolution approved by me this _____ day of _____, 2019.

Mayor

Department requesting: Engineering		Personnel: T. Bumbalough	Director of Law review
Expenditure? Y (N)	Emergency? (Y) N	Public Hearing? Y (N)	
Readings required: (1)	2 3	If yes, dates advertised:	
First reading date: 5/7/2019	Second reading date: NA	Third/Final reading date: NA	

Anticipated effective date if passed: 5/7/2019