

**URBANA CITY COUNCIL
REGULAR SESSION MEETING**

August 16, 2022

(To be held in the Training Room on the 3rd Floor of the Municipal Building)

Urbana City Council meetings will now be streamed via Facebook Live. These live streams can be found by visiting the City Council of Urbana, Ohio Facebook page via clicking on the link on the City Council's website: <https://www.urbanaohio.com/city-council.html>

All comments must continue to be made in person. Due to this, the ability to comment on City Council Facebook streams will be disabled.

- **Call to Order**
- **Roll Call**
- **Pledge of Allegiance**
- **Approval of Minutes:** Urbana City Council Regular Session Meeting Minutes of July 19, 2022
- **Communications:**
 1. **Clark Schaefer Hackett – Audit Management Letter** (See Attached)
 2. **City of Urbana – Regular Audit for year ending December 31, 2021** (E-mailed to Council August 11, 2022)
- **Board of Control:**
 1. The Board of Control recommends Council authorize a purchase order to McGuire Farm & Excavating LLC in the amount of \$78,617.88 for Change Order #1 for the Water Reclamation Facility Screened Septage EQ Basin project. This project is funded through an Ohio Water Development Authority (OWDA) loan (1.46 % interest, 10 years). **VOTE: 3-0**
 2. The Board of Control recommends Council authorize a purchase order to the Ohio Department of Transportation in the amount of \$17,734.00 for the city's share of improvements on U.S. 68 to be completed by ODOT through their Urban Resurfacing Program. This amount is the city's share of the additional amount due because the bids received by ODOT exceeded their original estimate. This expense will be charged to the Capital Improvement Fund and is not in the 2022 budget (see attached). **VOTE: 2-0**

3. The Board of Control recommends Council authorize a purchase order to LJB, Inc. in the amount of \$53,491.00 for the design of the Urbana Bike Trail Safety Improvement Project, which will improve the bike trail crossings on North Main Street and Miami Street. The city will be reimbursed up to \$44,900.00 through a Federal Highway Administration Grant administered by ODOT and the remaining balance, \$8,591.00, will be charged to the General Fund – Miscellaneous Non-Departmental and is not in the 2022 budget (see attached). **VOTE: 2-0**

Footnote – Purchase Orders \$2,501 - \$50,000 for June 2022 (see attached)

Citizen Comments: (In Person Only; Must Sign-in)

Ordinances and Resolutions

Old Business:

Third Reading: None

Second Reading: None

New Business:

First Reading:

Resolution 2430-22: A Resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor. (May be passed on First Reading)

Resolution 2635-22: A Resolution accepting the Opioid Settlement funds, authorizing the Director of Finance to create the OneOhio Fund, and Declaring an Emergency. (May be passed on First Reading)

- **Department Liaison Reports:**
 - **Miscellaneous Business:**
 1. Council
 2. Administration
 3. Council Clerk
 - **Next Meeting:** Special Meeting – Thursday, August 25, 2022
 - **Adjourn**
-

**URBANA CITY COUNCIL
REGULAR SESSION MEETING
TUESDAY, JULY 19, 2022**

President Hess called the City of Urbana Regular Session Meeting to order at 6:00 pm.

City Staff attending: Mayor Bill Bean, Director of Administration Kerry Brugger, Director of Law Mark Feinstein, Community Development Manager Doug Crabill, and Police Chief Matt Lingrell

President Called Roll: Ms. Jumper, present; Mr. Scott, present; Mr. Paul, absent; Ms. Truelove, present; Mr. Thackery, absent; Mrs. Collier, present; and Mrs. Bean, present.

Minutes

Mr. Scott moved to put the minutes of June 21, 2022 and July 5, 2022 on the floor for discussion and possible approval. Mrs. Bean seconded.

Council Clerk Steffan mentioned that he will make the correction on the July 5th minutes to reflect that Ordinance 4574-22 received its second reading.

Voice vote on approval: all ayes; nays, none.

Motion passed 5-0

Communications

1. 2nd Quarter Staff Highlights
2. Invitation for Council to attend the 2022 WESTCO Annual Meeting - August 18th
3. Estimated Assessments – 2022 Eastview and Main Sidewalk, Curb, and Gutter Project
4. Communication from the Ohio Division of Liquor Control dated July 8, 2022, regarding the new liquor permit application for the Tapas Pequenos, LLC, 31 Monument Square

Mrs. Bean moved to put the communication on the floor for further discussion and possible passage. Mr. Scott seconded.

Mr. Steffan indicated that any Council member that wishes to attend the WESTCO meeting should let him know, and he will RSVP at the end of the week.

Voice vote on approval: all ayes; nays, none.

Motion passed 5-0.

Administrative Reports – Board of Control: None

Citizen Comments: None

ORDINANCES AND RESOLUTIONS

Third Reading:

Ordinance 4574-22: An Ordinance amending the exemption periods of Urbana Community Reinvestment Area 1 as established by City Ordinance No. 4348; Repealing Community Investment Area No. 4; and Repealing North Main Street Community Reinvestment Area.

Mrs. Bean moved to place this ordinance on the floor for discussion and possible passage. Ms. Truelove seconded.

Mr. Crabill stated this ordinance is to clean up existing CRA legislation. The current CRA was passed in 2010 and amended in 2011. That CRA will stay in place. This ordinance repeals two pre-1994 CRAs that are overlapped in the North Main Street and southwest industrial portions of the City.

Mr. Crabill indicated the changes include expanding the timeframe to fifteen years and to also include new construction. The previous language had been solely for remodeling. The commercial section also increases up to fifteen years and now also includes new construction. These changes mirror the Ohio Revised Code. The residential projects would probably be in-fill projects.

No questions/comments from Council.

President Hess called for a roll call on passage: Mr. Scott, aye; Ms. Truelove, aye; Mrs. Collier, aye; Mrs. Bean, aye; and Ms. Jumper, aye.

Ordinance passes 5-0.

Ordinance 4575-22: An Ordinance accepting the annexation of territory consisting of approximately 1.104 Acres, more or less, to the City of Urbana, Ohio.

Mr. Scott moved to place this ordinance on the floor for discussion and possible passage. Ms. Jumper seconded.

Mr. Crabill indicated this is finalizing the annexation for the Kendrick property on Dellinger Road. The ordinance has gone through the complete path. The final steps after this passage would be to sit for thirty days before it is properly recorded.

President Hess asked about the actual property address. Mr. Crabill answered 250 Dellinger Road.

President Hess called for a roll call on passage: Ms. Truelove, aye; Mrs. Collier, aye; Mrs. Bean, aye; Ms. Jumper, aye; and Mr. Scott, aye.

Ordinance passes 5-0.

Second Reading: None

First Reading:

Ordinance 4514-22: An Ordinance to revise the codified ordinances by adopting the current replacement pages.

Mrs. Bean moved to place this ordinance on the floor for discussion and possible passage. Mr. Scott seconded.

Mr. Feinstein indicated Walter Drane publishes updates to our codified ordinances. Mr. Steffan added that Walter Drane created a special update for the sole purpose of reflecting the City's recent fireworks opt-out legislation.

No questions/comments by Council.

President Hess called for a roll call on passage: Mrs. Collier, aye; Mrs. Bean, aye; Ms. Jumper, aye; Mr. Scott, aye; and Ms. Truelove, aye.

Ordinance passes 5-0.

Department Liaison Reports:

Mrs. Bean indicated the Planning Commission meeting for July 25th had been cancelled. Ms. Truelove stated she is hoping to catch up with Mr. Feinstein and Zoning Officer Preston Carter soon.

Miscellaneous Business

Mrs. Bean indicated she thought it looked very nice at the corner with the new awnings. Mrs. Collier stated she thought Art Affair was a good event, even with the early rain. She also thanked Mr. Carter for taking care of the grass/weeds issue at Dollar General. The neighbors are very happy.

Ms. Truelove is hoping to improve communications with the citizens of Urbana. She noted Facebook viewers are minimal. She would like Council to consider a flyer, potentially be added with the water bill.

Mr. Scott added that Council could look into an activities report. He stated construction for Dunkin Donuts seems to be going well. Finally, he discussed a constituent complaint he received regarding the handicap ramp on Seville. He expressed the concern to City Engineer Tyler Bumbalough.

Mr. Crabill informed Council the State released the grants for the demolition projects. Champaign County received \$500,000. There were a few properties inside the City that qualified.

Mr. Brugger stated that if anyone had a questions about the highlights, please let him know. He also indicated that the salt bids have been received. The price is \$72.73 a ton. Last year the price

was a little over \$62 a ton. Because the City asked for less salt this year, the dollar value should be similar to last year.

Mr. Feinstein informed council the County has increased the Public Defenders rate to match the State. This increase goes into effect on January 1, 2023. This indirectly affects the City due to the contract Urbana has with the County. Also, he stated the first distributions for the Opioid settlement are being made.

President Hess stated the agenda for the next meeting appears short and discussed potentially cancelling. Mr. Brugger asked Council to delay any decisions due to potential urgent Board of Control matters that may be needed.

Ms. Jumper moved to adjourn. Mrs. Bean seconded. Voice vote on approval: all ayes, nays none. Motion passes 5-0.

ADJOURNED AT 6:26 p.m.

NEXT SCHEDULED MEETING

August 16, 2022, at 6:00 p.m.

Council Clerk

Council President

MANAGEMENT LETTER

City Council
City of Urbana
205 S. Main Street
Urbana, Ohio 43078

In accordance with *Government Auditing Standards* applicable to financial audits, we have audited the financial statements of the City of Urbana, Ohio (the City), as of and for the year ended December 31, 2021, and have issued our report thereon dated June 29, 2022.

Government Auditing Standards also require that we describe the scope of our testing of compliance with laws and regulations and internal control over financial reporting and report any irregularities, illegal acts, other material noncompliance and significant internal control deficiencies. We have issued the required report dated June 29, 2022, for the year ended December 31, 2021.

We are also submitting for your consideration the following comments on the City's compliance with applicable laws and regulations and on its internal controls. These comments reflect matters that, while in our opinion do not represent material instances of noncompliance or significant internal control deficiencies, we believe represent matters for which improvements in compliance or internal controls or operational efficiencies might be achieved. Due to the limited nature of our audit, we have not fully assessed the cost-benefit relationship of implementing the recommendations suggested below. However, these comments reflect our continuing desire to assist the City. If you have any questions or concerns regarding these comments, please do not hesitate to contact us.

Deficit Fund Balances

Ohio Rev. Code § 5705.10(I) states money paid into any fund shall be used only for the purpose for which such fund was established. The existence of a deficit fund cash balance in any fund indicates that money from another fund or funds have been used to pay the obligations of the fund or funds carrying the deficit balance. At December 31, 2021, the City had a deficit fund cash balances in the WWTP Expansion/Improvement Fund (\$9,825).

Recording and Reporting of State Shared Taxes

Ohio Rev. Code § 5705.09(F) states that each subdivision shall establish a special fund for each class of revenues derived from a source other than the general property tax, which the law requires to be used for a particular purpose. The City collected permissive motor vehicle license tax monies during calendar year 2021 and recorded these receipts as other local tax revenue in the street fund and the state highway fund. The City should have recorded the permissive motor vehicle license tax revenue in a *permissive motor vehicle license tax fund* for authorized uses prescribed above. As all funds involved are classified as nonmajor governmental funds, the correction of this issue would have resulted in no change to the City's financial statements, and therefore no adjustment was proposed during the audit. In addition, certain permissive motor vehicle license tax receipts are levied by the County, not the City, and therefore should have been recorded as intergovernmental revenue rather than other local taxes within the financial statements.

Service Organization – Ambulance Billing

Change Healthcare's processing of transactions and controls over processing were designed with the assumption that certain controls would be placed in operation at the user organizations. One of the User Control Considerations that organizations should have in place is timely reconciliation of the monthly Batch Summary Report (a Change Healthcare report) to the bank statements (specifically, the City's ambulance lockbox account).

The City does perform a monthly reconciliation of the ambulance lockbox bank account to the City's accounting system. However, no detailed reconciliation is performed between the monthly Batch Summary Report and the ambulance lockbox bank statement for possible discrepancies and/or reconciling items, which consists mainly of timing differences between the Batch Summary Report and the lockbox account.

Financial Reporting

The City did not properly record the gain on sale of capital assets during the year within its financial statement. The City recorded all proceeds as a gain on sale and recorded disposals as expenses, resulting in an overstatement of revenues and expenses. Although these amounts were not significant, the City should ensure all capital asset transactions are properly reported in the financial statements.

We will review the status of these comments during our next audit engagement. We have already discussed this comment and our suggestions with the Director of Finance, and we will be pleased to discuss it in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

This report is intended solely for the information and use of the City Council, management, others within the City, and the Auditor of the State of Ohio and is not intended to be and should not be used by anyone other than these specified parties.

Clark, Schaefer, Hackett & Co.

Springfield, Ohio
June 29, 2022

State of Ohio
OHIO WATER DEVELOPMENT AUTHORITY

CHANGE ORDER Number 1

OWDA Project No.: 9529 LGA Name: City of Urbana

Contract: Water Reclamation Facility Screened Septage EQ Basin

Title of Change Order: Weak soils at tank base, Tank Location change

Date: April 29, 2022

Description of Change:

Relay tank out and dig additional 5'-6" below the base slab. Fill back in with lean fill 1500 psi concrete in accordance with Geotechnical recommendations. Form the footing with pencil rod to hold forms for pouring of base slab. Change in size of reinforcing from #5 to #7 in sump pit. Tear down of forms after base slab was placed.

Material

Concrete \$54,815.00
Reinforcing \$200
Pump Service \$2,687.50
Contractor O & P \$8,655.38

Testing Company \$6034.90
Haul Truck \$1,050.00

Labor \$5,175.10 (6 hours operator, 132 hours laborer)

TOTAL \$78,617.88

See attached backup information

The time provided for completion in the contract for the above items is (increased/decreased) by 90 calendar days. The new completion contract dates are as follows:

Substantial Completion Date: July 15,2022 Final Completion Date: August 15,2022

RECOMMENDED FOR APPROVAL BY: Environmental Engineering Service 04/29/2022
Name of Engineering Firm Date

Engineer's Signature

Original Contract Amt	\$632,500	00	Approved By:	City of Urbana
Previous Changes (+ or --)	\$0		Date:	Name of Owner
This Change (+ or --)	\$78,617	88	Submitted By:	Owner's Signature
Adjusted Contract Amt	\$711,117	88	Date:	McGuire Farm & Excavating
				Name of Contractor
				Contractor's Signature

Ohio Water Development Authority

The above proposal is hereby accepted and I recommend that it be approved and made a part of the OWDA contract noted above. The approval does not constitute an increase in the total loan amount, but represents approval for the work.

Chief Engineer Date

BOC #2

Ohio Department of Transportation
ACCOUNT RECEIVABLE

Make check payable to: Treasurer of State

Mail to: Scott Newhouse
Section Manager, Funding & Economics
Ohio Department of Transportation
Office of Contract Sales & Estimating - #4110
1980 West Broad Street, 1st Floor
Columbus, Ohio 43223

PID No. 108874
Invoice No. 11521A

To: City of Urbana
205 South Main Street
Urbana, Ohio
43078

Federal Project No. E191819
Champaign County
City of Urbana
U.S. 68

PLEASE ENCLOSE A COPY OF THIS INVOICE TO IDENTIFY YOUR REMITTANCE

Proposal of Participation	Type of Contract	Amount
Contract amount.		\$16,574.19
ODOT Engineering.		\$ 1,159.81
This invoice is predicated upon a cooperative Contract by and between the City and the State of Ohio and is a result of the low bid received for the project		
Total adjusted amount		\$198,136.00
Less a check for Invoice No. 11521 in the amount of.		\$180,402.00
Total additional amount presently due the State of Ohio from the City.		\$17,734.00
Total additional amount due		\$17,734.00

Ohio Department of Transportation

E-SIGNED by Nathan Fling
on 2022-08-04 17:58:08 GMT
By: _____
Administrator, Office of Contract
Sales & Estimating

ODOT Urban Resurfacing Project

Main Street between .07 mile south of Pearce Place and Market Street and between Court Street and Gwynne Street

2022 Budgeted Amount \$ 125,000.00

Invoice #1 from ODOT - approved by UCC 06/21/22 \$ 180,402.00

Invoice #2 from ODOT - additional amount due
because of high bids received after receipt of Invoice
#1 \$ 17,734.00

Amount over budget, to be paid from Capital
Improvement Fund reserves (Supplemental
Appropriation resolution) \$ (73,136.00)

C-R-S		CHP-Urbana Bike Path		PROPOSAL COST SUMMARY							Version: Feb 2017	
Consultant:	LJB Inc.											
Agreement No.	0					State Average Overhead Rate	157.25%					
Modification No.	0					Consultant Overhead Rate:	163.21%					
PID No.	115978					Cost of Money:	0.49%					
Proposal Date	8/9/2022					Net Fee Percentage:	11%					
Task Description	No. of Units	Average Hourly Rate	Total Hours	Labor Costs	Overhead Costs	Cost of Money	Direct Costs	Subcon Costs	Net Fee	Total Cost		
AUTHORIZED TASKS:												
2 - Preliminary Engineering Phase												
2.1 - Develop Preliminary Alternatives												
2.1.A - Prepare and Complete Feasibility Study Report												
2.1.A.F - Typical Section												
	#DIV/0!	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
2.1.A.G - Preliminary Alignment and Profile		\$49.92	6	\$300	\$489	\$1	\$0	\$0	\$85	\$875		
2.1.A.H - Cross-Sections												
	#DIV/0!	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
2.1.A.J - Stakeholder Public Involvement		\$65.00	4	\$260	\$424	\$1	\$0	\$0	\$74	\$759		
TOTAL 2.1 - Develop Preliminary Alternatives			10	\$560	\$913	\$3	\$0	\$0	\$158	\$1,634		
2.3 - AER Design												
2.3.A - Field Survey and Aerial Mapping												
2.3.A.A - Project Control, Benchmarks, and Reference Points		\$37.05	12	\$445	\$726	\$2	\$0	\$0	\$126	\$1,298		
2.3.A.B - Monumentation recovery		\$37.05	18	\$667	\$1,089	\$3	\$0	\$0	\$189	\$1,948		
2.3.A.C - Base Mapping (incl. field verify.)		\$38.58	36	\$1,389	\$2,267	\$7	\$0	\$0	\$393	\$4,056		
2.3.A.F - Establish property lines, lax id, & ownerships on base map		\$43.86	18	\$789	\$1,289	\$4	\$0	\$0	\$223	\$2,305		
2.3.A.G - Property Owner Notification		\$42.38	3	\$127	\$208	\$1	\$0	\$0	\$36	\$371		
2.3.B - Roadway												
2.3.B.A - Design Criteria												
	#DIV/0!	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
2.3.B.H - Analyze Drive locations		\$46.90	5	\$235	\$383	\$1	\$0	\$0	\$66	\$685		
2.3.B.I - Identify Construction Limits		\$49.92	3	\$150	\$244	\$1	\$0	\$0	\$42	\$437		
2.3.B.J - Preliminary Pavement Design		\$42.38	1	\$42	\$69	\$0	\$0	\$0	\$12	\$124		
2.3.C - Drainage												
2.3.C.C - Hydraulically size all major storm sewer trunk lines												
	#DIV/0!	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
2.3.F - Maintenance of Traffic												
2.3.F.C - Conceptual MOT Plan (Without MOTAA)		\$65.00	2	\$130	\$212	\$1	\$0	\$0	\$37	\$380		
2.3.G - Utilities												
2.3.G.A - Utility Coordination and Documentation		\$65.00	2	\$130	\$212	\$1	\$0	\$0	\$37	\$380		
2.3.H - Miscellaneous												
2.3.H.A - Identify and coordinate impacts on FEMA flood zones		\$54.80	4	\$219	\$358	\$1	\$0	\$0	\$62	\$640		
2.3.H.F - Railroad Coordination		\$65.00	2	\$130	\$212	\$1	\$0	\$0	\$37	\$380		
TOTAL 2.3 - AER Design			106	\$4,453	\$7,288	\$22	\$0	\$0	\$1,260	\$13,003		
2.4 - Prepare Cost Estimates												
2.4.A - Roadway/Interchange Costs		\$46.90	5	\$235	\$383	\$1	\$0	\$0	\$66	\$685		
TOTAL 2.4 - Prepare Cost Estimates			5	\$235	\$383	\$1	\$0	\$0	\$66	\$685		
2.6 - Public Involvement/Coordination												
2.6.A - Public Involvement / Coordination		\$65.00	2	\$130	\$212	\$1	\$0	\$0	\$37	\$380		
TOTAL 2.6 - Public Involvement/Coordination			2	\$130	\$212	\$1	\$0	\$0	\$37	\$380		
2.7 - Stage 1 Design												
2.7.A - Roadway												
2.7.A.A - Title Sheet		\$46.90	5	\$235	\$383	\$1	\$0	\$0	\$66	\$685		
2.7.A.B - General Notes		\$48.04	4	\$192	\$314	\$1	\$0	\$0	\$54	\$561		
2.7.A.C - Schematic Plan		\$48.04	8	\$384	\$627	\$2	\$0	\$0	\$109	\$1,122		
2.7.A.D - Typical Sections		\$46.90	5	\$235	\$383	\$1	\$0	\$0	\$66	\$685		
2.7.A.E - Cross Sections												
	#DIV/0!	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
2.7.A.F - Plan and Profile - Mainline												
	#DIV/0!	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
2.7.A.G - Plan and Profile - Crossroads												
	#DIV/0!	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
2.7.A.J - Intersection Details		\$46.90	20	\$938	\$1,531	\$5	\$0	\$0	\$265	\$2,739		
2.7.A.L - Driveway Details		\$49.92	12	\$599	\$978	\$3	\$0	\$0	\$170	\$1,749		
2.7.A.N - Traffic Control		\$49.92	18	\$899	\$1,467	\$4	\$0	\$0	\$254	\$2,624		
2.7.B - Drainage												
2.7.B.A - Storm Sewer Profiles												
	#DIV/0!	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
2.7.B.D - Drainage Calculations												
	#DIV/0!	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
2.7.C - Utilities												
2.7.C.A - Utility Coordination and Documentation		\$55.95	5	\$280	\$457	\$1	\$0	\$0	\$79	\$817		
2.7.C.D - Add Utilities to Plan/Profile Sheets		\$53.69	4	\$215	\$351	\$1	\$0	\$0	\$61	\$627		
2.7.G - Miscellaneous												
2.7.G.E - RR Coordination		\$65.00	2	\$130	\$212	\$1	\$0	\$0	\$37	\$380		
2.7.H - Prepare C2 Cost Estimates and Update Milestones												
2.7.H.A - Roadway/Interchange Costs		\$46.90	10	\$469	\$766	\$2	\$0	\$0	\$133	\$1,370		
2.7.J - Maintenance of Traffic												
2.7.J.B - Pedestrian/Bike Lane Detour		\$48.04	4	\$192	\$314	\$1	\$0	\$0	\$54	\$561		
2.7.J.C - Conceptual MOT Revision		\$57.46	3	\$172	\$281	\$1	\$0	\$0	\$49	\$503		
TOTAL - 2.7 - Stage 1 Design			100	\$4,939	\$8,061	\$24	\$0	\$0	\$1,398	\$14,422		
2.8 - Project Management for Preliminary Engineering Phase												
2.8.A - Meetings												
		\$82.16	5	\$411	\$670	\$2	\$0	\$0	\$116	\$1,200		
2.8.B - General Oversight												
		\$93.60	8	\$749	\$1,222	\$4	\$0	\$0	\$212	\$2,186		
2.8.C - Project Set Up												
		\$93.60	4	\$374	\$611	\$2	\$0	\$0	\$106	\$1,093		
TOTAL 2.8 - Project Management for Preliminary Engineering Phase			17	\$1,534	\$2,504	\$8	\$0	\$0	\$434	\$4,479		

C-R-S		CHP-Urbana Bike Path		PROPOSAL COST SUMMARY								Version: Feb 2017						
Consultant:	LJB Inc.																	
Agreement No.	0			State Average Overhead Rate			157.25%											
Modification No.	0			Consultant Overhead Rate:			163.21%											
PID No.	115978			Cost of Money:			0.49%											
Proposal Date	8/9/2022			Net Fee Percentage:			11%											
Task Description	No. of Units	Average Hourly Rate	Total		Labor		Overhead		Cost of		Direct		Subcon		Net		Total	
			Hours	Costs	Costs	Money	Costs	Costs	Fee	Cost								
Total - 2 Preliminary Engineering Phase			240	\$11,850	\$19,341	\$58	\$0	\$0	\$3,353	\$34,603								
3 - Environmental Engineering Phase																		
3.3 - Stage2																		
3.3.A - Roadway																		
3.3.A.A - Title Sheet		\$42.38	2	\$85	\$138	\$0	\$0	\$0	\$24	\$247								
3.3.A.B - Schematic		\$42.38	2	\$85	\$138	\$0	\$0	\$0	\$24	\$247								
3.3.A.C - General Notes		\$46.90	5	\$235	\$383	\$1	\$0	\$0	\$66	\$685								
3.3.A.D - Typical Sections		\$46.90	5	\$235	\$383	\$1	\$0	\$0	\$66	\$685								
3.3.A.E - Plan and Profile - Mainline		#DIV/0!	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0								
3.3.A.F - Plan and Profile - Crossroads		#DIV/0!	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0								
3.3.A.H - Cross Sections		#DIV/0!	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0								
3.3.A.I - Intersection Details		\$48.04	8	\$384	\$627	\$2	\$0	\$0	\$109	\$1,122								
3.3.B - Drainage																		
3.3.B.A - Storm Sewer Profiles		#DIV/0!	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0								
3.3.B.D - Underdrain details		\$53.69	2	\$107	\$175	\$1	\$0	\$0	\$30	\$314								
3.3.C - Traffic Control																		
3.3.C.A - Pavement Marking Plan		\$49.92	9	\$449	\$733	\$2	\$0	\$0	\$127	\$1,312								
3.3.C.B - Signing Plan		\$49.92	9	\$449	\$733	\$2	\$0	\$0	\$127	\$1,312								
3.3.E - Maintenance of Traffic																		
3.3.E.A - MOT General Notes		\$46.90	5	\$235	\$383	\$1	\$0	\$0	\$66	\$685								
3.3.E.C - Pedestrian/Bike Lane Detour - Plan Sheet		\$49.92	3	\$150	\$244	\$1	\$0	\$0	\$42	\$437								
3.3.E.E - MOT Typical Sections		\$42.38	2	\$85	\$138	\$0	\$0	\$0	\$24	\$247								
3.3.E.F - MOT Plan Sheets		#DIV/0!	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0								
3.3.J - Utilities																		
3.3.J.A - Utility Coordination and Documentation		\$65.00	4	\$260	\$424	\$1	\$0	\$0	\$74	\$759								
TOTAL 3.3 - Stage2			56	\$2,758	\$4,501	\$14	\$0	\$0	\$780	\$9,053								
3.6 - Environmental Commitments and Plan Notes																		
3.6.A - Environmental Commitment Plan Notes		\$53.69	2	\$107	\$175	\$1	\$0	\$0	\$30	\$314								
TOTAL 3.6 - Environmental Commitments and Plan Notes			2	\$107	\$175	\$1	\$0	\$0	\$30	\$314								
3.8 - Prepare Cost Estimates and Revise Milestone																		
3.8.A - Roadway/Interchange Costs		\$48.04	4	\$192	\$314	\$1	\$0	\$0	\$54	\$551								
TOTAL 3.8 - Prepare Cost Estimates and Revise Milestone			4	\$192	\$314	\$1	\$0	\$0	\$54	\$551								
3.9 - Project Management for Environmental Engineering Phase																		
3.9.A - Meetings		\$82.16	5	\$411	\$670	\$2	\$0	\$0	\$116	\$1,200								
3.9.B - General Oversight		\$93.60	4	\$374	\$611	\$2	\$0	\$0	\$106	\$1,093								
TOTAL 3.9 - Project Management for Environmental Engineering Phase			9	\$785	\$1,282	\$4	\$0	\$0	\$222	\$2,293								
Total - 3 Environmental Engineering Phase			71	\$3,843	\$6,271	\$19	\$0	\$0	\$1,087	\$11,220								
4 - Final Engineering and RW Phase																		
4.2 - Stage 3 Detailed Design Plans																		
4.2.A - Quantities and Notes																		
4.2.A.A - Pavement Subsummary		\$42.38	2	\$85	\$138	\$0	\$0	\$0	\$24	\$247								
4.2.A.B - Drainage Subsummary		\$42.38	2	\$85	\$138	\$0	\$0	\$0	\$24	\$247								
4.2.A.C - Roadway Subsummary		\$42.38	4	\$170	\$277	\$1	\$0	\$0	\$48	\$495								
4.2.A.F - Pavement Marking Subsummary		\$42.38	3	\$127	\$208	\$1	\$0	\$0	\$36	\$371								
4.2.A.G - Signing Subsummary		\$42.38	3	\$127	\$208	\$1	\$0	\$0	\$36	\$371								
4.2.A.M - General Summary Sheet		\$42.38	6	\$254	\$415	\$1	\$0	\$0	\$72	\$742								
4.2.A.P - General Notes		\$42.38	4	\$170	\$277	\$1	\$0	\$0	\$48	\$495								
4.2.A.Q - Driveway Subsummary or Driveway Details (if included on same sheet)		\$42.38	2	\$85	\$138	\$0	\$0	\$0	\$24	\$247								
4.2.D - Miscellaneous																		
4.2.D.C - Project Site Plan		\$42.38	2	\$85	\$138	\$0	\$0	\$0	\$24	\$247								
4.2.D.G - Title Sheet		\$42.38	1	\$42	\$69	\$0	\$0	\$0	\$12	\$124								
TOTAL 4.2 - Stage 3 Detailed Design Plans			29	\$1,229	\$2,006	\$6	\$0	\$0	\$348	\$3,589								
4.3 - Prepare Cost Estimates and Revise Milestone																		
4.3.A - Roadway/Interchange Costs		\$42.38	2	\$85	\$138	\$0	\$0	\$0	\$24	\$247								
TOTAL 4.3 - Prepare Cost Estimates and Revise Milestone			2	\$85	\$138	\$0	\$0	\$0	\$24	\$247								
4.4 - Final Plan Package																		
4.4.A - Submission of Final Tracings and Documentation		\$42.38	8	\$339	\$553	\$2	\$0	\$0	\$96	\$990								
4.4 - Final Plan Package			8	\$339	\$553	\$2	\$0	\$0	\$96	\$990								
4.5 - Project Management for Final Engineering and Right of Way																		

C-R-S		CHP-Urbana Bike Path		PROPOSAL COST SUMMARY								Version: Feb 2017	
Consultant:	LJB Inc.												
Agreement No.	0			State Average Overhead Rate		157.25%							
Modification No.	0			Consultant Overhead Rate:		163.21%							
PID No.	115978			Cost of Money:		0.49%							
Proposal Date	8/9/2022			Net Fee Percentage:		11%							
Task Description	No. of Units	Average Hourly Rate	Total	Labor	Overhead	Cost of	Direct	Subcon	Net	Total			
			Hours	Costs	Costs	Money	Costs	Costs	Fee	Cost			
4.5.A - Meetings	#DIV/0!		0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
4.5.B - General Oversight		\$93.60	4	\$374	\$611	\$2	\$0	\$0	\$106	\$1,093			
TOTAL 4.5 - Project Management for Final Engineering and Right of Way Phase			4	\$374	\$611	\$2	\$0	\$0	\$106	\$1,093			
4.6 - Pre-Bid Activities													
4.6.A - Pre-Bid Questions	#DIV/0!		0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
TOTAL 4.6 - Pre-Bid Activities			0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
TOTAL - Final Engineering Phase			43	\$2,027	\$3,309	\$10	\$0	\$0	\$574	\$5,919			
5 - Construction Phase													
5.1 - On-going Services during Construction													
5.1.A - On-going Services During Construction		\$49.92	12	\$599	\$978	\$3	\$0	\$0	\$170	\$1,749			
TOTAL 5.1 - On-going Services during Construction			12	\$599	\$978	\$3	\$0	\$0	\$170	\$1,749			
TOTAL - Construction Phase			12	\$599	\$978	\$3	\$0	\$0	\$170	\$1,749			
TOTAL AUTHORIZED PARTS			366	\$18,319	\$29,899	\$90	\$0	\$0	\$5,184	\$53,491			
IF-AUTHORIZED TASKS:													
			#DIV/0!	0	\$0	\$0	\$0	\$0	\$0	\$0			
3.1 - Environmental Field Studies and Refined Impacts													
3.1.D - Phase I Environmental Site Assessment	#DIV/0!		0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
TOTAL 3.1 - Environmental Field Studies and Refined Impacts			0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
3.4 - Right of Way Plans			#DIV/0!	0	\$0	\$0	\$0	\$0	\$0	\$0			
3.4.A Conceptual Right of Way Plan Review		\$44.60	4	\$178	\$291	\$1	\$0	\$0	\$50	\$521			
3.4.B - Preliminary Right of Way Plans													
3.4.B.A - Legend Sheet		\$44.60	6	\$268	\$437	\$1	\$0	\$0	\$76	\$781			
3.4.B.B - Centerline Survey Plat		\$44.60	12	\$535	\$873	\$3	\$0	\$0	\$151	\$1,563			
3.4.B.C - Property Map		\$44.60	8	\$357	\$582	\$2	\$0	\$0	\$101	\$1,042			
3.4.B.D - Summary of Additional Right of Way		\$44.60	4	\$178	\$291	\$1	\$0	\$0	\$50	\$521			
3.4.B.E - Detailed ROW Plan Sheets		\$44.60	12	\$535	\$873	\$3	\$0	\$0	\$151	\$1,563			
3.4.B.F - Special Plats		\$44.60	24	\$1,070	\$1,747	\$5	\$0	\$0	\$303	\$3,126			
3.4.B.G - Legal Descriptions and Closure Calculations		\$44.60	12	\$535	\$873	\$3	\$0	\$0	\$151	\$1,563			
3.4.B.I - Field Review		\$44.60	4	\$178	\$291	\$1	\$0	\$0	\$50	\$521			
3.4.C - Final Right of Way Plans													
3.4.C.A Final Right of Way Plans		\$44.60	4	\$178	\$291	\$1	\$0	\$0	\$50	\$521			
3.4.C.B- Field Review & Verify Property Owners		\$44.60	2	\$89	\$146	\$0	\$0	\$0	\$25	\$260			
3.4.C.C - Record Centerline Plat and all appropriate documents		\$44.60	2	\$89	\$146	\$0	\$0	\$0	\$25	\$260			
3.4.C.D - Set RW Pins after acquisition		\$36.11	8	\$289	\$471	\$1	\$0	\$0	\$82	\$844			
TOTAL 3.4 - Right of Way Plans			102	\$4,481	\$7,314	\$22	\$0	\$0	\$1,268	\$13,085			
TOTAL IF-AUTHORIZED PARTS			102	\$4,481	\$7,314	\$22	\$0	\$0	\$1,268	\$13,085			
GRAND TOTAL			468	\$22,800	\$37,213	\$112	\$0	\$0	\$6,452	\$66,577			

C-R-S		PROPOSAL LABOR SUMMARY										Version: Feb 2017	
Consultant:		LJB Inc.											
Agreement No.													
Modification No.													
PID No.		115978											
Proposal Date		8/9/2022											
Task Description		No. of Units	Prof. IX	Prof. VIII	Prof. VII	Prof. IV	Prof. III	Prof. I	Designer IV	Survey Technician	Hours	Cost	
AUTHORIZED TASKS:													
2 - Preliminary Engineering Phase													
2.1 - Develop Preliminary Alternatives													
2.1.A - Prepare and Complete Feasibility Study Report													
2.1.A.F - Typical Section													
2.1.A.G - Preliminary Alignment and Profile													
2.1.A.H - Cross-Sections													
2.1.A.J - Stakeholder Public Involvement													
TOTAL 2.1 - Develop Preliminary Alternatives													
2.3 - AER Design													
2.3.A - Field Survey and Aerial Mapping													
2.3.A.A - Project Control, Benchmarks, and Reference Points													
2.3.A.B - Monumentation recovery													
2.3.A.C - Base Mapping (incl. field verify.)													
2.3.A.F - Establish property lines, tax id, & ownerships on base map													
2.3.A.G - Property Owner Notification													
2.3.B - Roadway													
2.3.B.A - Design Criteria													
2.3.B.H - Analyze Drive Locations													
2.3.B.I - Identify Construction Limits													
2.3.B.J - Preliminary Pavement Design													
2.3.C - Drainage													
2.3.C.G - Hydraulically size all major storm sewer trunk lines													
2.3.F - Maintenance of Traffic													
2.3.F.C - Conceptual MOT Plan (Without MOTAA)													
2.3.G - Utilities													
2.3.G.A - Utility Coordination and Documentation													
2.3.H - Miscellaneous													
2.3.H.A - Identify and coordinate impacts on FEMA flood zones													
2.3.H.F - Railroad Coordination													
TOTAL 2.3 - AER Design													
2.4 - Prepare Cost Estimates													
2.4.A - Roadway/Interchange Costs													
TOTAL 2.4 - Prepare Cost Estimates													
2.6 - Public Involvement/Coordination													
2.6.A - Public Involvement / Coordination													
TOTAL 2.6 - Public Involvement/Coordination													
2.7 - Stage 1 Design													
2.7.A - Roadway													
2.7.A.A - Title Sheet													
2.7.A.B - General Notes													
2.7.A.C - Schematic Plan													
2.7.A.D - Typical Sections													
2.7.A.E - Cross Sections													
2.7.A.F - Plan and Profile - Mainline													
2.7.A.G - Plan and Profile - Crossroads													
2.7.A.J - Intersection Details													
2.7.A.L - Driveway Details													
2.7.A.N - Traffic Control													
2.7.B - Drainage													
2.7.B.A - Storm Sewer Profiles													
2.7.B.D - Drainage Calculations													
2.7.C - Utilities													
2.7.C.A - Utility Coordination and Documentation													
2.7.C.D - Add Utilities to Plan/Profile Sheets													
2.7.G - Miscellaneous													
2.7.G.E - RR Coordination													
2.7.H - Prepare C2 Cost Estimates and Update Milestones													
2.7.H.A - Roadway/Interchange Costs													
2.7.J - Maintenance of Traffic													
2.7.J.B - Pedestrian/Bike Lane Detour													
2.7.J.C - Conceptual MOT Revision													
TOTAL - 2.7 - Stage 1 Design													
2.8 - Project Management for Preliminary Engineering Phase													
2.8.A - Meetings													
2.8.B - General Oversight													
2.8.C - Project Set Up													
TOTAL 2.8 - Project Management for Preliminary Engineering Phase													
Total - 2 Preliminary Engineering Phase													
3 - Environmental Engineering Phase													
3.3 - Stage 2													
3.3.A - Roadway													
3.3.A.A - Title Sheet													
3.3.A.B - Schematic													
3.3.A.C - General Notes													
3.3.A.D - Typical Sections													
3.3.A.E - Plan and Profile - Mainline													
3.3.A.F - Plan and Profile - Crossroads													
3.3.A.H - Cross Sections													
3.3.A.I - Intersection Details													
3.3.B - Drainage													
3.3.B.A - Storm Sewer Profiles													
3.3.B.D - Underdrain details													

C-R-S		PROPOSAL LABOR SUMMARY										Version: Feb 2017	
Consultant:		LJB Inc.											
Agreement No.													
Modification No.													
PID No.		115978											
Proposal Date		8/5/2022											
		No. of Units	Prof. IX	Prof. VIII	Prof. VII	Prof. IV	Prof. III	Prof. I	Designer IV	Survey Technician	Total	Hours	Cost
Task Description			\$93.60	\$75.00	\$65.00	\$44.60	\$42.38	\$35.00	\$40.00	\$33.28			
3.3.C - Traffic Control													
3.3.C.A - Pavement Marking Plan		3			3		6					9	\$440
3.3.C.B - Signing Plan		3			3		6					9	\$440
3.3.E - Maintenance of Traffic													
3.3.E.A - MOT General Notes		1			1		4					5	\$235
3.3.E.C - Pedestrian/Bike Lane Detour - Plan Sheet		1			1		2					3	\$150
3.3.E.E - MOT Typical Sections		2					2					2	\$85
3.3.E.F - MOT Plan Sheets		4										0	\$0
3.3.J - Utilities													
3.3.J.A - Utility Coordination and Documentation		1			4							4	\$260
TOTAL 3.3 - Stage 2			0	0	17	0	39	0	0	0		56	\$2,759
3.6 - Environmental Commitments and Plan Notes													
3.6.A - Environmental Commitment Plan Notes		1			1		1					2	\$107
TOTAL 3.6 - Environmental Commitments and Plan Notes			0	0	1	0	1	0	0	0		2	\$107
3.8 - Prepare Cost Estimates and Revise Milestone													
3.8.A - Roadway/Interchange Costs		1			1		3					4	\$192
TOTAL 3.8 - Prepare Cost Estimates and Revise Milestone			0	0	1	0	3	0	0	0		4	\$192
3.9 - Project Management for Environmental Engineering Phase													
3.9.A - Meetings		1	3		2							5	\$411
3.9.B - General Oversight		1	4									4	\$374
TOTAL 3.9 - Project Management for Environmental Engineering Phase			7	0	2	0	0	0	0	0		9	\$785
Total - 3 Environmental Engineering Phase			7	0	21	0	43	0	0	0		71	\$3,843
4 - Final Engineering and R/W Phase													
4.2 - Stage 3 Detailed Design Plans													
4.2.A - Quantities and Notes													
4.2.A.A - Pavement Subsummary		1					2					2	\$85
4.2.A.B - Drainage Subsummary		1					2					2	\$85
4.2.A.C - Roadway Subsummary		1					4					4	\$170
4.2.A.F - Pavement Marking Subsummary		1					3					3	\$127
4.2.A.G - Signing Subsummary		1					3					3	\$127
4.2.A.M - General Summary Sheet		2					6					6	\$254
4.2.A.P - General Notes		2					4					4	\$170
4.2.A.Q - Driveway Subsummary or Driveway Details (if included on same sheet)		1					2					2	\$85
4.2.D - Miscellaneous													
4.2.D.C - Project Site Plan		1					2					2	\$85
4.2.D.G - Title Sheet		1					1					1	\$42
TOTAL 4.2 - Stage 3 Detailed Design Plans			0	0	0	0	29	0	0	0		29	\$1,229
4.3 - Prepare Cost Estimates and Revise Milestone													
4.3.A - Roadway/Interchange Costs		1					2					2	\$85
TOTAL 4.3 - Prepare Cost Estimates and Revise Milestone			0	0	0	0	2	0	0	0		2	\$85
4.4 - Final Plan Package													
4.4.A - Submission of Final Tracings and Documentation		25					8					8	\$339
TOTAL 4.4 - Final Plan Package			0	0	0	0	8	0	0	0		8	\$339
4.5 - Project Management for Final Engineering and Right of Way Phase													
4.5.A - Meetings		1										0	\$0
4.5.B - General Oversight		1	4									4	\$374
TOTAL 4.5 - Project Management for Final Engineering and Right of Way Phase			4	0	0	0	0	0	0	0		4	\$374
4.6 - Pre-Bid Activities													
4.6.A - Pre-Bid Questions		1										0	\$0
TOTAL 4.6 - Pre-Bid Activities			0	0	0	0	0	0	0	0		0	\$0
TOTAL - Final Engineering Phase			4	0	0	0	39	0	0	0		43	\$2,027
5 - Construction Phase													
5.1 - On-going Services during Construction													
5.1.A - On-going Services During Construction		2			4		8					12	\$599
TOTAL 5.1 - On-going Services during Construction			0	0	4	0	8	0	0	0		12	\$599
TOTAL - Construction Phase			0	0	4	0	8	0	0	0		12	\$599
TOTAL AUTHORIZED PARTS			26	0	77	28	199	0	0	36		366	\$18,319
IF-AUTHORIZED TASKS:													
3.1 - Environmental Field Studies and Refined Impacts												0	\$0
3.1.D - Phase I Environmental Site Assessment												0	\$0
TOTAL 3.1 - Environmental Field Studies and Refined Impacts			0	0	0	0	0	0	0	0		0	\$0
3.4 - Right of Way Plans													
3.4.A Conceptual Right of Way Plan Review													
3.4.B - Preliminary Right of Way Plans		2				4						4	\$178
3.4.B.A - Legend Sheet		1					6					6	\$268
3.4.B.B - Centerline Survey Plat		1					12					12	\$535
3.4.B.C - Property Map		1					8					8	\$357
3.4.B.D - Summary of Additional Right of Way		4					4					4	\$178
3.4.B.E - Detailed ROW Plan Sheets		1					12					12	\$535
3.4.B.F - Special Plats		1					24					24	\$1,070

C-R-S	CHP-Urbana Bike Path	PROPOSAL LABOR SUMMARY								Version: Feb 2017		
Consultant:	LJB Inc.											
Agreement No.												
Modification No.												
PID No.	115978											
Proposal Date	8/9/2022											
		No. of Units	Prof. IX	Prof. VIII	Prof. VII	Prof. IV	Prof. III	Prof. I	Designer IV	Survey Technician	Total	
Task Description			\$93.60	\$75.00	\$65.00	\$44.60	\$42.38	\$35.00	\$40.00	\$33.28	Hours	Cost
3.4.B.G - Legal Descriptions and Closure Calculations		4				12					12	\$535
3.4.B.I - Field Review		2				4					4	\$178
3.4.C - Final Right of Way Plans												
3.4.C.A Final Right of Way Plans		2				4					4	\$178
3.4.C.B- Field Review & Verify Property Owners		2				2					2	\$89
3.4.C.C - Record Centerline Plat and all appropriate documents		1				2					2	\$89
3.4.C.D - Set RW Pins after acquisition		4				2				6	8	\$289
TOTAL 3.4 - Right of Way Plans			0	0	0	96	0	0	0	6	102	\$4,481
											0	50
TOTAL IF-AUTHORIZED PARTS			0	0	0	96	0	0	0	6	102	\$4,481
GRAND TOTAL			26	0	77	124	199	0	0	42	468	\$22,800

Attachment 1

PROJECT BUDGET – SOURCES AND USES OF FUNDS

SOURCES USES	LPA FUNDS			FHWA FUNDS			STATE FUNDS			TOTAL
	Amount	%	SAC	Amount	%	SAC	Amount	%	SAC	
PRELIMINARY ENVIRONMENTAL				\$40,410	100	4TF7				\$40,410
PRELIMINARY DETAIL DESIGN				\$4,490	100	4TF7				\$4,490
FINAL DESIGN, CONSTRUCTION PLANS & SPECIFICATIONS										
ACQUISITION OF RIGHT OF WAY & UTILITY RELOCATION										
PROJECT CONSTRUCTION COSTS										
INSPECTION										
TOTALS				\$44,900		4TF7				\$44,900

JUNE 2022
PURCHASE ORDERS \$2,501-\$50,000

PURCHASE ORDER # :	VENDOR :	PURCHASE ORDER AMOUNT :	DEPARTMENT :	EXPLANATION :	BOC APPROVAL DATE & VOTE:
29691	URBANA MATERIALS	\$ 3,053.42	STORMWATER	GRAVEL FOR POWELL AVE PIPE REPLACEMENT	BOC 6.1.2022 (3)
29692	SULLIVAN ENVIRONMENTAL	\$ 3,404.60	WRF	POLYMER PUMP- NETZSCH WITH RIGHT ANGLE REDUCER	BOC 6.1.2022 (3)
29695	SUTPHEN CORPORATION	\$ 11,399.53	FIRE	REPAIR LADDER FOR ENGINE ONE	BOC 6.1.2022 (3)
29721	PLATINUM COMMERCIAL ROOFING	\$ 9,688.00	ADMIN	MUNICIPAL BUILDING ROOF REPAIRS & MAINTENANCE	BOC 6.8.2022 (2)
29723	MAD RIVER TOP SOIL	\$ 7,500.00	COMPOST MATERIAL	GRINDING FOR 2022	BOC 6.14.2022 (3)
29724	RG TRUCKING	\$ 3,776.25	WRF	SLUDGE HAULING	BOC 6.14.2022 (3)
29732	DL SMITH CONCRETE	\$ 13,530.00	ENGINEERING	SIDEWALK, CURB, & ASPHALT - 237 E WARD ST	BOC 6.8.2022 (2)
29733	KLEEM	\$ 17,200.60	STREET	DETOUR PROGRAM SIGNAGE	BOC 6.8.2022 (2)
29735	KLEEM	\$ 4,429.68	STREET	MISC SIGNS FOR STOCK INVENTORY & REPLACEMENT	BOC 6.8.2022 (2)
29736	KLEEM	\$ 4,324.00	STREET	12' GREEN CHANNEL POSTS	BOC 6.8.2022 (2)
29742	P&R COMMUNICATIONS	\$ 6,072.00	POLICE	2022 P&R RADIO MAINTENANCE CONTRACT RENEWAL	BOC 6.22.2022 (3)
29755	COMPASS INFRASTRUCTURE GROUP	\$ 4,700.00	ENGINEERING	ACQUISITION SERVICES FOR MIAMI ST & EDGEWOOD AVE	BOC 6.29.2022 (3)
29756	SOFTWARE SOLUTIONS	\$ 23,108.38	VARIOUS	SOFTWARE SUPPORT AUGUST 2022 THROUGH JULY 2023	BOC 6.29.2022 (3)

Chris Boettcher
Secretary

RESOLUTION 2430-22

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

The Council of the City of Urbana, Champaign County, Ohio, met in regular session on the _____ day of _____, 2022, at the office of the City Council with the following members present:

M _____ moved the adoption of the following Resolution:

WHEREAS, This Council in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2023; and

WHEREAS, The Budget Commission of Champaign County, Ohio, has certified its action thereon to this Council together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without, and what part within, the ten mill tax limitation; thereof be it

RESOLVED, By the Council of the City of Urbana, Champaign County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said City the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

SCHEDULE A

Summary of amounts required from general property tax approved by Budget Commission and County Auditor's estimated tax rates

Fund	Amount Approved by Budget Commission Inside	Amount Derived From Levies Outside	County Auditor's Estimate of Tax Rate to be levied Inside and Outside
General Fund	\$ 396,000		1.8
General Fund	\$ 193,900		.9 (300 only)
General Fund	\$ 900		.2 (205 only)
Fire Pension Fund	\$ 66,000		.3
Police Pension Fund	\$ 66,000		.3
TOTAL	\$ 722,800		

And it be further

RESOLVED, that the Clerk of this Council be and is hereby directed to certify a copy of this Resolution to the County Auditor of Champaign County.

M _____ seconded the Resolution and a roll being called upon its adoption the vote resulted as follows:

_____, _____, _____
_____, _____, _____
_____, _____, _____
_____, _____, _____

Adopted the _____ day of _____, 2022.

President of Council

Attest:

Clerk of Council

**CERTIFICATE TO COPY
ORIGINAL ON FILE**

The State of Ohio, Champaign County, ss.

I, _____, Clerk of the Council of the City of Urbana, within and for said County, and in whose custody the Files and Records of said Council are required by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from the original resolution now on file, that the foregoing has been compared by me with said original document and that the same is true and correct copy thereof.

WITNESS my signature, this _____ day of _____, 2022.

Clerk of Council

RESOLUTION NO. 2635-22

A RESOLUTION ACCEPTING THE OPIOID SETTLEMENT FUNDS, AUTHORIZING THE DIRECTOR OF FINANCE TO CREATE THE ONE OHIO FUND, AND DECLARING AN EMERGENCY (May be passed on the first reading, no public hearing required)

Department Requesting: Finance

Sponsor: Councilman Dwight Paul

WHEREAS, on March 3, 2020, Council passed Resolution 2574-20 to accept the OneOhio Memorandum of Understanding regarding the pursuit of potential opioid litigation settlement funds, and on August 10, 2021, Council passed Ordinance 4550-21 authorizing the Director of Administration to accept the material terms of the OneOhio Subdivision Settlement pursuant to the OneOhio Memorandum of Understanding and consistent with the terms of the July 21, 2021 National Opioid Settlement and to sign the OneOhio Subdivision Participation Form; and

WHEREAS, the City of Urbana (the “City”) has been notified by the Ohio Attorney General that the first payment of funds from the OneOhio Settlement with the opioid distributors McKesson Corporation, Cardinal Health, Inc. and AmerisourceBergen Corporation is being distributed to eligible local governments including the City; and

WHEREAS, the State Auditor has recommended that the City accept the Settlement Funds from the OneOhio Subdivision Settlement with McKesson Corporation, Cardinal Health, Inc. and AmerisourceBergen Corporation (“Settlement Funds”) subject to the adoption of a Resolution that the local government’s share of the Ohio Settlement Funds be placed in a separate fund and be used only for the approved purposes as required by OneOhio MOU; and

WHEREAS, pursuant to Ohio Revised Code §5705.09(F) a municipality must establish separate funds for each class of revenue derived from a source other than the general property tax, which the law requires to be used for a particular purpose; and

WHEREAS, additionally Ohio Revised Code §5705.10(I) states that money paid into a fund must be used only for the purposes for which such fund is established;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Urbana, County of Champaign and State of Ohio:

SECTION ONE:

The City hereby agrees to accept the OneOhio Opioid Settlement Funds pursuant to the OneOhio MOU and that such Settlement Funds be placed in a separate fund called the OneOhio Opioid Settlement Fund and used only for the approved purposes required by the OneOhio MOU.

SECTION TWO: Prior to expending any of the Settlement Funds in the OneOhio Opioid Settlement Fund the official requesting use of such Settlement Funds shall provide a written explanation how the expenditure meets the approved purposes definition of the OneOhio MOU. City Council approval shall first be obtained, each expenditure shall be tracked, and adequate documentation of the expenditure shall be maintained by the Director of Finance.

SECTION THREE: This Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health and safety of the inhabitants of the City and for the further reason that it is necessary to enact this Resolution immediately in order to segregate the funds into a proper fund and provide for the expenditure of the funds in accordance with the OneOhio MOU; wherefore, provided it receives the affirmative vote of at least two-thirds (2/3) of all members elected to Council, this Resolution shall be in full force and effect from and immediately upon its passage and approval by the Mayor, otherwise it shall take effect and be in force after the earliest period allowed by law.

SECTION FOUR:

All actions of City Council related to this legislation were conducted in open meetings pursuant to Urbana Codified Ordinance 107.01 and Ohio Revised Code 121.22.

SECTION FIVE:

This ordinance shall become effective on August 16, 2022.

President, City of Urbana Council

PASSED: _____

ATTEST: _____
Clerk of Council

This Ordinance approved by me this _____ day of _____, 2022.

Mayor, City of Urbana

REVIEWED: *W. M. B...* 8/1/2022
Director of Law Date

- Jumper: _____ Yay _____ Nay _____ N/A
- Scott: _____ Yay _____ Nay _____ N/A
- Paul: _____ Yay _____ Nay _____ N/A
- Truelove: _____ Yay _____ Nay _____ N/A
- Thackery: _____ Yay _____ Nay _____ N/A
- Collier: _____ Yay _____ Nay _____ N/A
- Bean: _____ Yay _____ Nay _____ N/A

