

**URBANA CITY COUNCIL
REGULAR SESSION MEETING**

October 17, 2023

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

Urbana City Council meetings are 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 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**
- **Wreaths Across America** – Pat Detwiler
- **Approval of Minutes:** Urbana City Council Regular Meeting Minutes of October 3, 2023.
- **Communications:**
 1. Re-Imagine North Main Street Open House (See Attached)
- **Board of Control:** None

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

Ordinances and Resolutions

Old Business:

Third Reading:

Ordinance 4597-23: An Ordinance authorizing the Director of Administration to enter into a pre-annexation agreement with the landowner of approximately 36.021 +/- acres of land located on Ohio State Route 29 near Dugan Road, Parcel Nos. K41-11-11-11-00-025-00 and K41-11-11-11-00-023-00, which is contiguous with the boundaries of the City. (Three readings required)

Second Reading: None

New Business:

First Reading:

Resolution 2646-23: A resolution authorizing the acceptance of the Victims of Crime Act (“VOCA”) Grant as administered by the Ohio Attorney General, and declaring an emergency. (One reading required)

Resolution 2675-23: A resolution authorizing the Director of Administration to execute an agreement with the Regional Income Tax Agency (RITA) to participate in the Regional Council of Governments for the purpose of administration and collection of municipal income tax in the City of Urbana, Ohio, and declaring an emergency. (One reading required)

- **Department Liaison Reports:**
 - **Miscellaneous Business:**
 1. Council
 2. Administration
 3. Council Clerk
 - **Next Meeting:** Tuesday, October 24, 2023 (Work Session)
 - **Adjourn**
-

**URBANA CITY COUNCIL
REGULAR SESSION MEETING
TUESDAY, OCTOBER 3, 2023**

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

City Staff attending: Director of Administration Kerry Brugger, Mayor Bill Bean, Director of Law Mark Feinstein, Director of Finance Chris Boettcher, Police Chief Matt Lingrell, Fire Chief Dean Ortlieb, and Community Development Manager Doug Crabill.

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

Minutes

Mr. Scott moved to put the minutes of September 19, 2023 on the floor for discussion and possible approval. Mr. Paul seconded.

No comments/corrections from Council.

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

Communications:

1. Oak Dale Cemetery Board Meeting Minutes from July 21, 2023 (See Attached)
2. ORBIS Urbana Plant Expansion Grand Opening Invitation (E-mailed September 20, 2023)
3. North Main Street Corridor Plan – Survey Mailer (See Attached)
4. Safety Meeting Minutes from September 14, 2023 (See Attached)
5. Final 2022 City of Urbana audit reports (E-mailed September 28, 2023)

Mr. Crabill informed Council to make sure they RSVP if attending the ORBIS grand opening. He added it is an all-morning event and everyone will be able to see both the plant expansion and the new warehouse on Norwood.

Mrs. Bean asked if the North Main Street Corridor survey is anonymous. Mr. Crabill confirmed it was and it does not capture any identifying information. He added that whatever is typed goes in the indices of the plan and the survey remains open until October 15th.

Mr. Paul stated it looked like the audit went through easily and offered a big thumbs up.

Voice vote on acceptance of communications: All ayes, nays none.

Administrative Reports – Board of Control: None

Citizen Comments: None

ORDINANCES AND RESOLUTIONS

Third Reading:

Ordinance 4596-23: An Ordinance accepting the annexation of two tracks (AKA Parcels #K41-11-11-11-00-009-00 and K41-11-11-11-00-010-00) and consisting of approximately 7.622 Acres, more or less, to the City of Urbana, Ohio. (Three readings required)

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

Mr. Crabill informed Council that this annexation involved the two parcels at S & L Home Center. After passage, the annexation will undergo a thirty-day waiting period before being recorded.

No comments/questions from Council.

Roll call on passage: Mr. Scott, yes; Mr. Paul, yes; Ms. Truelove, no; Mrs. Collier, yes; Mrs. Bean, yes; and Ms. Jumper, yes.

Ordinance passes 5-1.

Ordinance 4597-23: An Ordinance authorizing the Director of Administration to enter into a pre-annexation agreement with the landowner of approximately 36.021 +/- acres of land located on Ohio State Route 29 near Dugan Road, Parcel Nos. K41-11-11-11-00-025-00 and K41-11-11-11-00-023-00, which is contiguous with the boundaries of the City. (Three readings required)

Mr. Paul moved to put this ordinance on the floor for discussion. Mr. Scott seconded.

Mr. Feinstein stated that last meeting Mr. Paul asked if the agreement is passed and things fall through, what the affect would be. Mr. Feinstein stated that normally these agreements have three parties. Here, there is not a developer involved. Therefore, the section on development considerations are absent in this legislation. If issues arise at a later point, the City still has remedies to rescind the legislation.

Mr. Crabill stated the intent of this ordinance is more of a marketing tool. He added that development would most likely be commercial, residential, or some type of mixture.

Mr. Paul asked for clarification where exactly this property was located. Mr. Crabill stated it was the field with the water tower behind Kroger.

President Hess declared this ordinance to have had its second reading.

First Reading:

Resolution 2674-23: 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 68 from Gwynne Street/Washington Avenue (SLM 6.93) to the northern corporation limit (SLM 8.64), reference PID No.: 111951, County/Route/Section: CHP-68-6.93, and declaring an emergency. (One reading required)

Mrs. Bean moved to put this resolution on the floor for discussion and possible passage. Mr. Paul seconded.

Mr. Crabill stated this resolution is the preliminary approval for the ODOT paving project regarding North Main Street. This project would be in 2025. The City would have 20% of costs. The follow-up legislation will occur after ODOT bids the project.

Ms. Truelove asked if the project would be anything like Miami in far as directions. She believes it was challenging to get around the obstacle course. Mr. Crabill stated the big thing with Miami Street was a lot of manholes. He added this was the main reason why it seemed to be a little more of a maze. Chief Lingrell stated there were 52 to be exact. Ms. Truelove stated she had more of a concern because it's Main Street. Mr. Scott added that the City has to tear up to fix up.

Mr. Paul stated he assumed Finance was already started coming up with financing options. Ms. Boettcher stated they had, and it would be from the Neighborhood Curb Gutter and Sidewalk fund.

Roll call on passage: Mr. Paul, yes; Ms. Truelove, no; Mrs. Collier, yes; Mrs. Bean, yes; Ms. Jumper, yes; and Mr. Scott, yes.

Resolution passes 5-1.

Department Liaison Reports: None

Miscellaneous Business:

Mr. Paul stated the cookoff and parade went pretty well. He added the Fish Festival was very well attended. He is pleased to see a lot of these activities happening. He also informed Council he has resigned his position of parade chairman and noted they are looking for volunteers

Ms. Truelove complimented his work and noted he will be missed.

She also stated she would like to add topics to the work session. She would like to talk about charter changes regarding the president and vacant seats and added that she was back on the landbank conversation. She finally added that a gentleman approached her about water and sewage adjustments with sewage and would like that added as well.

Ms. Truelove then asked about traffic light changes. Mr. Crabill stated Mr. Bumbalough went through the intersections a few years back and noted there is a priority to through traffic.

President Hess proposed that Council discuss at the work session future projects council would like to see. Mr. Paul added he would like to see a TIF review.

Mr. Brugger stated the water/sewage issue could be addressed anytime. Ms. Truelove stated that Council did not need to address it at the work session. Mr. Brugger then added that the work for landbank needs to be done at county level. Ms. Truelove stated that Council can talk about these anytime.

Mrs. Bean asked in what context Ms. Truelove wanted to look at the Charter, as amendments were just passed three years ago. Ms. Truelove stated her main concerns are regarding the President

being able to freely give input and vacant seats feeling open forever while waiting for the next election.

Ms. Boettcher stated the City has begun the 2024 budget process with department heads. She added she will be scheduling meetings shortly.

Mr. Feinstein brought up the issue of excusing absent council members. He stated that while not a legal requirement, Council members can be subject to removal with ten consecutive, unexcused absences. Council decided it would be address at the work session.

Mr. Crabill stated that North Main Corridor plan will also have a public meeting on October 30th from 6-8 pm.

Chief Lingrell stated it had been a busy day and a busy week. He stated that UPD hired two of its four vacancies. The plan is to start the third week of October. He added a third candidate is currently finishing up the final phases.

Chief Lingrell stated he is very blessed in Urbana. He knows it takes time to accomplish its goals and declared the glass was half full.

Chief Ortlieb state he has sent invitations out for the open house on the fourteenth. He stated it was a good opportunity to meet the fire personnel.

He added the Fire Department has been recruiting heavy and trying to get the public to help find good candidates.

Mr. Brugger stated it was hard to believe it is the 4th quarter already. He hopes to have the FAA contract for the next meeting. He also added he received the retirement resignation from Mr. Cultice, who plans to stay through the middle of December.

Mayor Bean also thanked Dwight for running parade, and added he will be missed. He also thanked Mrs. Collier and Mrs. Bean for their help with the chili cookoff. He stated it was a success and hopes to get more volunteers for the future. He also added there were a lot of people at the museum for Octoberfest.

Mrs. Bean thanked Chief Ortlieb for filling the dunk tank at cookoff and for their help.

Ms. Jumper moved to adjourn. Mr. Paul seconded. Voice vote on approval: all ayes, nays none. Motion passes 6-0.

ADJOURNED AT 6:42 p.m.

NEXT SCHEDULED MEETING
October 17, 2023 at 6:00 p.m.

Council Clerk

Council President

Re-imagine North Main: A Collaborative Community Event

The City of Urbana, in partnership with residents, local businesses, and community partners, is developing a Plan for a portion of the North Main Street corridor. A goal of the Plan is to guide future development and redevelopment opportunities in the area.

All are welcome to attend this in-person event. You are encouraged to provide your opinion on the look & feel of North Main Street, what you can do there, and how you move about in the area.

Come and go as you please; formal presentation at 6:45 PM.

Details

When: Monday, October 30th, 2023

Time: 6:00 PM - 8:00 PM

Where: City of Urbana Municipal Building
205 South Main Street, Urbana, OH 43078
(enter from the East Market Street entrance)



Learn more about
the project here!



ORDINANCE NO. 4597-23

AN ORDINANCE AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A PRE-ANNEXATION AGREEMENT WITH THE LANDOWNER OF APPROXIMATELY 36.021 +/- ACRES OF LAND LOCATED ON OHIO STATE ROUTE 29 NEAR DUGAN ROAD, PARCEL NOS. K41-11-11-11-00-025-00 and K41-11-11-11-00-023-00, WHICH IS CONTIGUOUS WITH THE BOUNDARIES OF THE CITY. (Three (3) readings required, no public hearing required)

Department Requesting: Community Development Sponsor: Councilman Pat Thackery

WHEREAS, Cindy S. Johnston & Scott A. Johnston Co-Trustees of the Cindy S. Johnston Revocable Living Trust dated August 8, 2022 (hereinafter collectively the “*Landowner*”) owns or controls approximately 36.021 +/- acres of land located on Ohio State Route 29 near Dugan Road, parcel nos. K41-11-11-11-00-025-00 and K41-11-11-11-00-023-00 (herein referred to as the “*Property*”) which is contiguous with the boundaries of the City; and

WHEREAS, the Landowner plans to annex the Property into the City of Urbana and engage the services of a real estate developer to develop the Property; and

WHEREAS, the Property would benefit from certain City services, including in particular water, sewer, police protection, fire and EMS and other services; and

WHEREAS, the City is capable of providing and hereby agrees to offer its municipal services to the Property if the Property is annexed to the City; and

WHEREAS, the Parties agree that it is in their mutual interest prior to the annexation process to enter into this Agreement for the development of the Property for the mutual benefit of Landowner and the City; and

WHEREAS, the Landowner desires to enter into a Pre-Annexation Agreement with the City of Urbana in preparation for a developer eventually coming forward and entering into a contract to purchase and develop the Property as the Property is currently listed for sale as development land; and

WHEREAS, a Pre-Annexation Agreement for the Property has been prepared by Attorney Matthew T. Watson on behalf of the Landowner and this Pre-Annexation Agreement states that the Landowner shall be required to file the petition for annexation as an “Expedited Type II” annexation as provided in ORC Section 709.023 only upon entering into a contract with a developer; and

WHEREAS, pursuant to the terms of this Pre-Annexation Agreement and in accordance with Urbana City Council Resolution No. 2536-18, parcel no. K41-11-11-11-00-024-00 which is owned by the City of Urbana and is the location of the East Water Tower at 1350 Scioto Street, will be included with the annexation petition when filed; and

WHEREAS, once under contract with a developer, the City of Urbana desires for this Property to be annexed and developed within the boundaries of the City.

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

SECTION ONE:

That the Director of Administration shall be authorized to enter into this Pre-Annexation Agreement, including any Final Exhibits to be added prior to execution of this agreement, as attached to this Ordinance for reference, on behalf of the City of Urbana with Cindy S. Johnston & Scott A. Johnston Co-Trustees of the Cindy S. Johnston Revocable Living Trust dated August 8, 2022 (the "**Landowner**") who owns or controls approximately 36.021 +/- acres of land located on Ohio State Route 29 near Dugan Road, parcel nos. K41-11-11-11-00-025-00 and K41-11-11-11-00-023-00 (the "**Property**") which is contiguous with the boundaries of the City.

SECTION TWO:

That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of the Council and that all deliberations of the Council and any of the decision-making bodies of the City of Urbana which resulted in such formal actions were in meetings open to the public in compliance with all legal requirements of the City of Urbana.

SECTION THREE:

That this Ordinance shall take effect at the earliest time provided by law.

President, City of Urbana Council

PASSED: _____

ATTEST: _____
Clerk of Council

This Ordinance approved by me this ____ day of _____, 2023.

Mayor, City of Urbana

REVIEWED: Mark M. Petraitis 9/14/23
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

PRE-ANNEXATION AGREEMENT

This Pre-Annexation Agreement (the “Agreement”) is made and entered into this _____ day of August 2023, by and between Cindy S. Johnston & Scott A. Johnston Co-Trustees of the Cindy S. Johnston Revocable Living Trust dated August 8, 2022 (hereinafter collectively the “*Landowner*”) and the City of Urbana, Ohio, an Ohio municipal corporation organized and existing under the Constitution and laws of the State of Ohio and its municipal charter (hereinafter the “*City*”), under the circumstances summarized in the following recitals.

RECITALS:

WHEREAS, Landowner owns or controls approximately 36.021 +/- acres of land located on Ohio State Route 29 near Dugan Road, parcel nos. K41-11-11-11-00-025-00 and K41-11-11-11-00-023-00 (which real property is depicted on **Exhibit A** and referred to herein as the “*Property*”) which is contiguous with the boundaries of the City; and

WHEREAS, Landowner plans to annex the Property into the City of Urbana and engage the services of a real estate developer to develop the Property; and

WHEREAS, the Property would benefit from certain City services, including in particular water, sewer, police protection, fire and EMS and other services; and

WHEREAS, the City is capable of providing and hereby agrees to offer its municipal services to the Property if the Property is annexed to the City; and

WHEREAS, the Parties agree that it is in their mutual interest prior to the annexation process to enter into this Agreement for the development of the Property for the mutual benefit of Landowner and the City; and

NOW THEREFORE, in consideration of the covenants and agreements contained herein, Landowner and the City covenant and agree as follows:

Section 1. Annexation Petitions and Related Approvals.

A. Petition(s) for Annexation; Annexation. The Landowner shall prepare or has already prepared, an annexation petition, map, legal description and other related information, as may be required by the Ohio Revised Code (“ORC”), to annex the Property to the City. The annexation process shall be an “Expedited Type II” annexation as provided in ORC Section 709.023. Landowner agrees that it will execute any necessary annexation petition, as appropriate, and will execute any other documents reasonably necessary to effectuate the annexation as may be required by law at its cost or expense. The annexation petition shall appoint Matthew T. Watson (and other attorneys with the law firm of Thompson, Dunlap & Heydinger, Ltd.) as the petitioner’s agent and will be filed for the Property and a certain parcel owned by the City known by its permanent parcel number K41-11-11-11-00-024-00. The petition will be filed with the Champaign County Commissioners. The Landowner and City agree that all costs and expenses in petitioning for the annexation will be borne by Landowner. Should the City desire its own attorney to represent its interests with regard to the annexation petition, those costs will be borne by the City. Landowner further agrees that they will continue to support the annexation to the City throughout the process, including any appeal or court action at no further expense to City, unless the City desires to retain its own attorneys; provided, however, Landowner’s continued cooperation in the annexation of the Property shall be subject to and conditioned upon the City’s performance of its duties and obligations as memorialized in this Agreement. Landowner shall only be required to file the petition for annexation upon entering into a contract with a developer.

B. City Service Resolution. Pursuant to and in accordance with the ORC, the City agrees to enact, prior to twenty (20) days after the date of filing the annexation petition(s) with the

Board of County Commissioners of Champaign County, Ohio (the “*Commissioners*”), the appropriate Service Resolution stating the services that will be provided to the Property upon annexation. The Service Resolution, once adopted, shall be immediately certified and filed with the Clerk of the Commissioners.

C. Approval and Permit Regulation.

(i) Compliance Statement. Nothing in this Agreement shall exempt the parties hereto from the zoning, development plan and subdivision platting processes of City. The execution and delivery of this Agreement shall not serve as a variance of the zoning, development plan and platting process mandated by the Codified Ordinances and the Subdivision Regulations of the City, but will serve as a preliminary understanding and guide for the proposed development of the Property.

(ii) Council Action. The obligations of and agreements by the City contained herein shall be effective and enforceable upon, and subject to, the approval of all necessary legislation and/or motions by Council. It is acknowledged that the initial legislation approving this Agreement is merely the first in a series of legislative acts implementing this Agreement. All subsequent Council actions implementing this Agreement shall be considered to be in furtherance of this Council Action.

Section 2. Miscellaneous

A. Intent of Parties. This Agreement shall be binding upon the Parties hereto and their respective successors and/or assigns, and by execution hereof, all Parties represent that they are duly authorized to sign it. By passage of Ordinance No. _____ on _____, the City authorized the execution of this Agreement.

B. Cancellation or Termination. This Agreement may be cancelled or otherwise terminated by mutual written agreement of the Parties hereto or pursuant to the terms of this Agreement as to conflict in law, impracticality and/or acts of God.

C. Remedies. Except as otherwise limited by Chapter 2744 of the Ohio Revised Code as to action for or against the City, the Parties hereto shall be afforded and do possess the right to seek every remedy available at law or in equity provided for under the laws of the State of Ohio as pertains to the terms and conditions, duties, obligations, privileges and rights of this Agreement and the enforcement thereof.

D. Enforcement. Unless this Agreement is cancelled or otherwise terminated, this Agreement will be enforceable against any Party hereto per the laws, ordinances, resolutions, regulations or policies in effect at the time of the execution of this Agreement.

E. Assignment of Agreement. Landowner may assign this Agreement, or any part thereof or any duty, obligation, privilege or right granted under this Agreement.

F. Relative Rights. The rights and obligations of the parties hereunder shall be subject to the terms and conditions hereof, and will inure to the benefit of, and be binding on, the respective successors and assigns.

G. Entire Agreement Merger Clause; Statement of Incorporation. It is agreed that this Agreement merges all of the oral negotiations, representations, discussions and understandings between the Parties, their legal counsel, agents or representatives. This Agreement contains the entire Agreement of the Parties with respect to its subject matter. All documents related to this Agreement and/or attached hereto as exhibits or addendums shall be incorporated into this Agreement by reference as if fully set out at length herein.

H. Severability. If any clause, sentence, paragraph or part of this Agreement shall, for any reason, be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder of this Agreement and the remainder of said Agreement shall continue in full force or effect.

I. Cooperation. The City will cooperate with Landowner to obtain any required and/or necessary permit from any government or governmental agency not a party to this Agreement.

J. Modifications or Amendment of Agreement. No modifications, amendments, alterations or additions shall be made to this Agreement except in a writing signed by all Parties hereto.

K. Recitals. The Parties acknowledge and agree that the facts and circumstances as described in the Recitals hereto are an integral part of this Agreement and as such are incorporated herein by reference.

L. Executed Counterparts. This Agreement may be executed in several counterparts, each of which shall be regarded as an original and all of which shall constitute but one and the same agreement. It shall not be necessary in proving this Agreement to produce or account for more than one of those counterparts.

M. Captions. The captions and headings in this Agreement are for convenience only and in no way define, limit or describe the scope or intent of any provisions or sections of this Agreement.

N. Survival of Representations and Warranties. All representations and warranties of Landowner and the City in this Agreement shall survive the execution and delivery of this Agreement.

O. **Effective Date.** This Agreement shall be effective when signed by all the Parties hereto.

P. **Time.** Time shall be of the essence in doing and performing all things to be done under the terms of this Agreement.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives this _____ day of August, 2023.

CITY OF URBANA, OHIO

By: _____

Printed: _____

Title: _____

LANDOWNER

By: _____

Printed: _____

Title: _____

RESOLUTION NO. 2646-23

A RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE VICTIMS OF CRIME ACT (“VOCA”) GRANT AS ADMINISTERED BY THE OHIO ATTORNEY GENERAL, AND DECLARING AN EMERGENCY. (One (1) Reading Required)

Department Requesting: Law

Sponsor: Stephanie Truelove

WHEREAS, \$25,613.25 in federal funds have been awarded to the City of Urbana through the Ohio Attorney General pursuant to the federal Victims of Crime Act (“VOCA”) to support services to crime victims and witnesses in the jurisdiction of the Champaign County Municipal Court; and

WHEREAS, the City of Urbana has received and administered VOCA grants since 2000 through the Department of Law for victim advocate personnel wages, benefits and related equipment; and

WHEREAS, the grant requires a local match of 20 percent of funds or in-kind contributions; and

WHEREAS, the grant award was announced on September 29, 2023, and requires prompt acceptance by the City to preserve public safety and welfare due to the nature of victim services.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF URBANA, OHIO:

SECTION ONE: The Director of Law is hereby authorized to accept the amount awarded on behalf of the City of Urbana, and to re-apply for subsequent VOCA grants annually.

SECTION TWO: The Director of Law and Director of Finance are hereby authorized to take all necessary actions to comply with applicable legal requirements upon award of VOCA grant funds to provide services to victims of crime in the local community.

SECTION THREE: The City of Urbana agrees to appropriate the local match funds and in-kind contributions required to remain eligible for reimbursement under the terms of the VOCA grant.

SECTION FOUR: By reason of the emergency set forth in the Preamble, this Resolution shall take effect immediately upon passage by Council and approval by the Mayor.

President, City of Urbana Council

PASSED: _____

ATTEST: _____
Clerk of Council

This Ordinance approved by me this _____ day of _____, 2023.

Mayor, City of Urbana

REVIEWED: *[Signature]* 9/29/23
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

RESOLUTION NO. 2675-23

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO EXECUTE AN AGREEMENT WITH THE REGIONAL INCOME TAX AGENCY (RITA) TO PARTICIPATE IN THE REGIONAL COUNCIL OF GOVERNMENTS FOR THE PURPOSE OF ADMINISTRATION AND COLLECTION OF MUNICIPAL INCOME TAX IN THE CITY OF URBANA, OHIO, AND DECLARING AN EMERGENCY (One (1) reading required, No public hearing required)

Department Requesting: Finance

Sponsor: Dwight Paul

WHEREAS, a Regional Council of Governments was created pursuant to ORC Chapter 167 to foster cooperation between Ohio's municipalities;

WHEREAS, the creation of the Regional Council of Governments was primarily to establish a central collection facility (the Regional Income Tax Agency) for the purpose of administering the income tax laws of the various participating member municipalities; and

WHEREAS, this Council finds it to be in the best interests of the health, safety, and welfare of the City of Urbana to join the Regional Council of Governments for the purpose of having the Regional Income Tax Agency administer the City of Urbana's Income Tax Code.

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

SECTION ONE:

This Resolution is an emergency for the reason that to assure the smooth transition to RITA in a timely manner and the continued and necessary daily operations of the City's Income Tax Division, the proposed Agreement with RITA needs to be approved immediately.

SECTION TWO:

The Director of Administration is hereby authorized to execute, on behalf of the City of Urbana, the agreement with the Regional Council of Governments for the administration and collection of the City's income tax through the Regional Income Tax Agency upon such terms and conditions as are approved by the Director of Law.

SECTION THREE:

The Director of Finance is hereby appointed as the City's representative to the Regional Council of Governments and the Mayor is hereby designated as her alternate, as required pursuant to Section III of the Agreement.

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 the earliest date allowable by law.

President, City of Urbana Council

PASSED: _____

ATTEST: _____
Clerk of Council

This Ordinance approved by me this ____ day of _____, 2023.

Mayor, City of Urbana

REVIEWED: *W. M. P...* 10/11/23
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



The CITY of
GRANDVIEW HEIGHTS

February 7, 2020

Regional Income Tax Agency

10107 Brecksville Road

Brecksville, OH 44141

To whom it may concern:

The City of Grandview Heights (The City) has contracted with the Regional Income Tax Agency (RITA) for income tax collection services since 1998. During this 22-year span, RITA has been a highly efficient third party administrator as evidenced by their sub-2% total agency cost of collection.

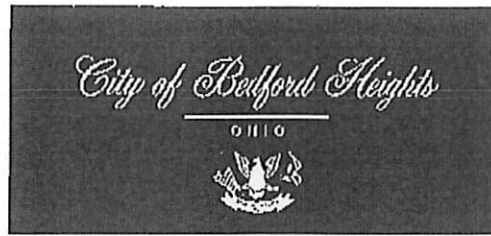
The City has utilized RITA's non-filing and administrative subpoena programs on an annual basis. These programs have allowed us to minimize our delinquent filers list to a manageable level. In addition, this action has consistently boosted our annual revenue and has proven to be very effective when coupled with the Federal Tax Information program that RITA runs for all their communities.

The City has also enjoyed RITA's high level of service pertaining to auditing of business returns, both withholding and net profit. Their business service team has consistently corresponded with us and also allowed us to hold quarterly teleconferences for the past 5 years. Additionally, their legal services have been extremely timely and beneficial given all of the legislative changes that have occurred in the Ohio General Assembly. All of RITA's personnel that we have worked with over the years have been nothing short of kind, courteous, and professional.

Sincerely,

Scott D. Gill, CPA, MT

Tax Administrator



Mayor Fletcher D. Berger

February 8, 2023

Regional Income Tax Agency
Member Services Department

To Whom It May Concern:

I am writing to express my appreciation of the outstanding assistance provided to me by the staff of the Member Services Department at the Regional Income Tax Agency. Whether I have a question about accessing the tax data base system or seek information related to any number of other matters, I have always received excellent service and/or follow-up from Member Services employees. I am sure Finance Directors at other cities must feel the same way. I trust the dedication and professionalism I have consistently experienced with Member Services will continue as I begin to ponder retirement. Thanks to each and every one of the individuals I have worked with at your agency for a job well done.

Sincerely,

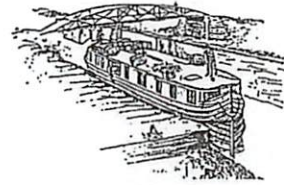
A handwritten signature in cursive script that reads 'Ted Gordon'.

Ted Gordon,
Director of Finance
City of Bedford Heights



Village of Spencerville

116 South Broadway
Spencerville, Ohio 45887-1267
Phone (419) 647-6263
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On the Banks of the Miami-Eric Canal

February 10, 2023

Dawn Kuznik
Government Liaison Northwest Region, RITA
P.O. Box 477900
Broadview Heights, Ohio 44147-7900

Dear Ms. Kuznik,

Since the inception of Income Tax in the Village of Spencerville in or around 1975, the Village has employed a staff member to handle all income tax related tasks. In early 2022, Spencerville Village Council determined that it was time to change the manner in which income tax receipts and disbursements were handled, as the council felt there may have been tax payers that were not paying in accordance with the income tax Ordinances. Therefore, Spencerville Village Council entered into an Agreement with the Regional Income Tax Agency (RITA), to administer the Village's income tax.

At first glance, the transition to RITA looked to be a daunting task; however, the staff members of RITA made the transition much easier than originally anticipated.

In October 2022, in the midst of the conversion process, the Village's Income Tax Administrator resigned their position, which left the Village without a knowledgeable staff member to work directly with the RITA staff members to complete the conversion process, in time for the January 2023 implementation date. During this time, the RITA staff members were able to assist the Village Administrator, who had zero knowledge of how the income tax was supposed to be administered, in completing the conversion process without any delays.

Without the knowledge, professionalism and dedication from the RITA staff members, the Spencerville conversion process would most likely still be ongoing. The conversion was completed on time and the Spencerville income tax administration transitioned to RITA on January 1, 2023, as originally planned.

The Village of Spencerville is extremely grateful to all RITA staff members for standing by our side during the entire process, and we would strongly recommend RITA to any municipality looking to change the manner in which their income taxes are administered.

Sincerely,

Sean Chapman
Village Administrator