

**URBANA CITY COUNCIL
REGULAR SESSION MEETING**

October 15, 2024

(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**
- **Approval of Minutes:** Urbana City Council Regular Meeting Minutes of October 1, 2024
- **Communications:**
 1. City of Urbana 3rd Quarter 2024 Report (See Attached)

Board of Control:

1. The Board of Control recommends Council authorize purchase orders to various vendors for the North Terminal Hangar Door Replacement project at Grimes Field for an amount not to exceed \$30,950.75. This expense will be charged to the Airport Fund and is not in the 2024 budget (see attached). **VOTE: 3-0**

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

Ordinances and Resolutions

Old Business:

Third Reading: None

Second Reading: None

New Business:

Second Reading: None

First Reading:

Resolution 2699-24: 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 State Route 55 from the western corporation limits (SLM 15.02)

to South Main Street/United States Route 68 (SLM 16.53), reference PID no.: 111949, county/route/section: CHP-55-15.02, and declaring an emergency. (One reading required) (Resolution to be approved by Director of Law upon his return)

- **Department Liaison Reports:**

- **Miscellaneous Business:**
 1. Council
 2. Administration
 3. Council Clerk

- **Next Meeting:** Tuesday, November 5, 2024

- **Adjourn**

**URBANA CITY COUNCIL
REGULAR SESSION MEETING
TUESDAY, OCTOBER 1, 2024**

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

City Staff attending: Director of Law Mark Feinstein, Director of Administration Kerry Brugger, Mayor Bill Bean, Director of Finance Chris Boettcher, Superintendent of Public Works Chad Hall, Police Chief Matt Lingrell, and Fire Chief Dean Ortlieb

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

Minutes

Mr. Thackery moved to put the minutes of September 17, 2024 on the floor for discussion and possible approval. Ms. Jumper seconded.

No comments/questions from Council regarding the minutes.

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

Communications:

1. E-mail from Jonathan Smith, c/o 349 Lafayette Ave., sent Sept. 13, 2004 (See Attached)
2. Ohio Auditor of State Audit Release Report for year ending Dec. 31, 2023 (See Attached)

Council did not move to remove any communications from the consent agenda.

Administrative Reports – Board of Control:

1. The Board of Control recommends Council authorize a purchase from Fyda Freightliner in the amount of \$231,326.85 for a 2025 Freightliner, model M2 dump/plow truck including upfitting by Kalida Truck Equipment for the Street Division. This purchase is a three-year lease to own with annual payments of \$77,108.95. The 2024 budget amount is \$65,000.00, with the remaining annual lease payments to be included in the 2025 and 2026 budgets. This expense will be charged to Capital Improvement Fund – Street (see attached). **VOTE: 3-0**

Mr. Thackery moved to put this request on the floor for discussion and possible approval. Mrs. Collier seconded.

Mr. Hall stated this is for the purchase of a 2025 Freightliner. He added that is item would be a replacement, as the City sold an older model in December of 2023 that was in poor shape.

Mr. Hall informed Council he thought the Street Department would be fine for the season, but they had a truck go down in June. He added that with the truck down and the older model sold, the City will be down a truck during plow season.

Mr. Hall stated that the City still has utility digs going on during leaf or plow season. He added that the build is to ODOT specs, as well as ODOT pricings.

Mrs. Collier asked how long these trucks last. Mr. Hall answered that the City has one that is a 1997 model, with the newest truck being a 2016 model.

Roll call on approval: Mr. Scott, yes; Mr. Davis, yes; Ms. Truelove, yes; Mr. Thackery, yes; Mrs. Collier, yes; Mrs. Bean, yes; and Ms. Jumper, yes.

Passes 7-0.

Citizen Comments: None

ORDINANCES AND RESOLUTIONS

Third Reading:

Ordinance 4611-24: An ordinance to update the City of Urbana's official zoning map to designate one recently annexed property at 728 Children's Home Road as R-1, Low Density Residential (currently designated as U-1, Rural District). (Three readings required, public hearing required)

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

Mr. Brugger stated that this was new construction being built on Children's Home Road and it is back to Council for final zoning designation.

No comments/questions from Council.

Roll call on passage: Mr. Davis, yes; Ms. Truelove, yes; Mr. Thackery, yes; Mrs. Collier, yes; Mrs. Bean, yes; Ms. Jumper, yes; and Mr. Scott, yes.

Ordinance passes 7-0.

Second Reading: None

First Reading: None

Department Liaison Reports:

Mr. Davis informed Council he recently met with Dave Smith, where they looked at the north end fishing. He stated it was a really good meeting where they rode around on golf carts and looked at all the ponds. Mr. Davis added he also met with the volunteers as well and they are in the process of obtaining liability insurance

Miscellaneous Business:

Ms. Truelove discussed South High Street. She wondered how far can someone go to infringe upon one's property. She described an incline on a flat driveway. President Paul suggested contacting City Engineer Tyler Bumbalough. Ms. Truelove indicated the property owner did.

Mr. Thackery stated Mr. Endres discussed concrete and nothing was mentioned thereafter. Mr. Brugger stated he had not been in communication with Mr. Endres. He added in the past, the City could waive labor or donate City services. If it was something requiring writing a check, like concrete, it is hard for the City to give it away. He added that the issue may be resolved as they may have gotten a concrete donation.

Mrs. Collier stated she has been enjoying the Police Academy.

Mrs. Bean stated she can really tell the police officers care deeply for the City of Urbana. She added that Lincoln and Lafayette look great.

Ms. Jumper went to the cemetery to look at the trees and branches down. She stated the guys out there are working hard to get it cleaned up. She also sent kudos to the Street Department.

Fire Chief Ortlieb stated the weather came through Friday and Saturday. He mentioned great cooperation with law enforcement and public works. He added a lot was due to preparation beforehand. He mentioned the Street department listens to their radios and able to get quicker relief on scene.

Chief Ortlieb stated the City is still in a burn ban. He stated it was issued by the State Fire Marshall based on the U.S. drought monitor. He added it could be updated on Thursday.

Mr. Hall stated the Street Department will continue picking up brush through this week and part of next week. He stated people have done a great job getting the majority of the big brush to the curb. He added the Leaf truck will be out tomorrow.

Mr. Brugger stated Mother Nature isn't always on schedule, but the City responds. He gave a shout out to everyone involved.

He added the paving is complete. The street crew will need to go through for the punch boxes and the man holes.

Finally, Mr. Brugger stated the Everybody Plays Phase II is anticipated to break ground this week with an estimated open date by the end of October.

Mayor Bean stated the Chili Cookoff is in the books. He stated Elton and his committee did a great job. Mayor Bean commented that the parade was a little shorter this year, but it worked out well with the weather. He stated Chubby Buddies won the cookoff this year. They had been in every cookoff but the first one.

Ms. Jumper moved to adjourn. Ms. Truelove seconded. Voice vote on approval: all ayes, nays none.

ADJOURNED AT 6:20 p.m.

NEXT SCHEDULED MEETING
October 15, 2024 at 6:00 p.m.

Council Clerk

Council President



TO Mayor Bill Bean and Members of Urbana City Council

FROM Staff

SUBJECT Division Activities Report
July - September

DATE: October 10, 2024

PARKS AND RECREATION DIVISION

Overview

- Prepared Airport grounds for 4th of July and MERFI fly in events
- Removed, repaired and reinstalled pond decorative fountain with new power lead
- Completed another successful city pool season, operated by The Champaign Family YMCA
- Layout, lined and setup the following areas for the fall sports season
 - 1 pee wee tackle football field – grades 3-6
 - 1 flag football field – grades K-2 and 5th
 - 11 soccer fields – ages 3-14
- Fall rec and club soccer season, with around 215 children using the park and fields 5-6 days a week
- Pee Wee tackle and flag football season with 100 children utilizing the park and fields 4 to 5 days a week
- Two Men's and one Coed slow pitch late summer and fall softball leagues and several additional weekend tournaments
- Multiple Disc golf tournaments
- Twelve building rentals and nine stage rentals for parties and meeting, in addition to our regular rentals
- Continued working at trimming trees and vegetation around the boundary fence at Grimes Airport
- Trimmed street trees on Scioto and Water St corridor
- Edged sidewalks and curbs at various locations amid city grounds properties
- Trim numerous trees around park and bike path for better accessibility and clearance
- Removed retaining berm at Old Graveyard (corner of N. Kenton and E. Ward Streets), sowed seed and straw
- Completed Sand Volleyball Champaign Co Leadership project
 - New boundary railroad ties
 - Seal coat adjacent blacktop
- Continue daily responsibilities of the parks, nuisance/ city wide mowing, airport, roundabout and municipal buildings

AIRPORT

- The Taxilane Rehabilitation project is nearing completion, with paint striping to be completed in early fall.
- An FAA grant application for the Grimes Hangar Roof Feasibility Study has been approved. The study is expected to be completed before the end of the year.
- Special visitors this summer included the Commemorative Air Force, Ageless Aviation Dream Flights, and Mid America Flight Museum South.
- The July 6th Fireworks Festival was highly successful, with a high turnout from vendors and visitors. July 6th was also the airport's busiest day, with over 170 operations.
- The Mid-Eastern Regional Fly-In and Car Show held on August 17th was a success, given the weather. The Car Show had a record turnout with over 80 cars. The EAA Pancake Breakfast had a lower-than-average turnout.
- August was the airport's busiest month to date, with over 2,200 operations.

- Grimes Field has seen record fuel sales this summer, selling over 10,000 gallons of AVGAS, which has been done only one other time on record.
- Urbana’s new flight school, Midwest Corporate Air, Inc. officially began flight instruction effective September 1st. The flight school has signed leases for the north end of the terminal building, as well as for Hangar 6. The north terminal space is currently being updated to the flight school’s standards. Planned updates include new flooring, paint, doors, locks, and a new hangar door.

Future Planned Events:

- The Vietnam Wall has been scheduled to return to Urbana in Summer 2026.
- 2025 MERFI and Car Show will be on August 16th.
- Grimes Field 2025 Fireworks Festival: Date TBD
- Grimes Field 2025 Balloon Festival: Date TBD

Future Planned Projects:

- Building identification signs for all airport structures (2024)
- Airport Beacon Replacement (2025)
- AWOS Replacement (2026)
- Grimes Hangar Roof & Siding evaluation and repair/replacement (2024/2025)
- Airport Master Plan Update (TBD)
- Terminal Building Maintenance & Development (TBD)
- Airfield Signage replacements (2024)
- Airport Lighting Upgrades (2024/2025)

FIRE DIVISION

News

- Probationary Firefighters Lawton and Shirk were sworn in
- Firefighter Stevens became a State certified live fire instructor.
- Participated in the Touch-a-Truck at Champaign County Board of Development Disabilities
- Participated in a safety talk at Legacy Place
- The division’s new medic was placed in service in July.
- The division logged 651 hours of training for the quarter.
- 32 community members received CPR training through the division.
- 12 car seats were inspected and/or installed during the quarter.

Administrative

3rd Quarter Inspections by Inspection Type	
	Amount
Building	234
Complaint	18
Day Care	5
Fire Alarm	22
Fire Protection	34
Food Truck/Festival	269
General	19
New Business	1
Occupancy	34
Plan Review	7
Pre & After School Programs	0
Re-inspection	337
Total	980

Operations

3rd Quarter Incidents			
Incident Type	Amount	Daily Average	Daily Average Year to Date
EMS	643	6.99	6.57
Fire	77	.84	.81
Rescue	91	.99	.84
Totals	811	8.82	8.22
Multiple incidents in progress	185	2.01	1.57
Transports	474	5.15	4.93
Mutual aid received	40	.43	.28
Mutual aid given	21	.23	.22

EMS/Fire District Statistics

2024 Concord Township Incident Statistics								
Quarter	EMS	Avg	Fire	Avg	Rescue	Avg	Total	Avg
1st	6	0.1					6	0.1
2nd	4	0.0					4	0.0
3rd	5	0.1					5	0.1
4th		0.0					0	0.0
Total	15	0.1	0	0.0	0	0.0	15	0.1

2024 Salem Township Incident Statistics								
Quarter	EMS	Avg	Fire	Avg	Rescue	Avg	Total	Avg
1st	9	0.1	3	0.0	2	0.0	14	0.2
2nd	11	0.1	1	0.0	8	0.1	20	0.2
3rd	14	0.2	3	0.0	3	0.0	20	0.2
4th		0.0		0.0		0.0	0	0.0
Total	34	0.1	7	0.0	13	0.0	54	0.2

2024 Urbana Township Incident Statistics								
Quarter	EMS	Avg	Fire	Avg	Rescue	Avg	Total	Avg
1st	95	1.0	22	0.2	13	0.1	130	1.4
2nd	93	1.0	11	0.1	12	0.1	116	1.3
3rd	82	0.9	21	0.2	11	0.1	114	1.2
4th		0.0		0.0		0.0	0	0.0
Total	270	1.0	54	0.2	36	0.1	360	1.3

PUBLIC WORKS

STREET DIVISION

The City of Urbana Street Division is responsible for maintaining 134 lane miles of streets within the city limits; it also assists all other public works divisions, as needed, for the common goal of one unified team in serving the citizens of Urbana. Other responsibilities under its umbrella include, but are not limited to: special event set-ups, snow and ice management/snow plowing and salting, storm clean-up, maintaining all street signs and traffic light systems, asphalt repair program for all utility cuts and full depth repair areas, the operation of all heavy equipment, trucking and street sweeping.

Street Sweeper Operations

- 26.71 tons of sweeper debris collected from city streets.
 - ✓ 103 hours total broom time was logged.
 - ✓ Disposal cost \$2822.18

Bulldozer Sold

- Following major repairs and fear of more mechanical issues, we determined the best idea was to sell the 37-year-old dozer while it was still operational and had some value to it. The unit was sold on Gov Deals and brought \$10,000.

O.U.P.S. Tickets for Utility Locates

- 7/1/2024 thru 9/30/24 responded to 841 tickets for locating underground utilities.
 - ✓ This is an average of 64.7 tickets per week.

Street Light Outages

- Reported and logged a total of 5 street light outages and/or issues to Miami Valley Lighting for repair.

Parking Lot Repair

Team members dug and removed roughly 7,020 square feet of a parking lot along the main drive of the city park do to the asphalt failure caused by ground water and moisture. The area was dug down roughly 12"-15" and a Geotech fabric was used to prevent groundwater from rising into the recycled asphalt grindings used to rebuild the parking lot.

Chemical Licensing

Mark Muirhead achieved credit hours required for recertification on his Commercial Chemical Spray license.

Storm Water

Team members replaced the old 12" steel storm sewer line running under the 600 block of Washington Avenue that had rusted out. Seventy feet of new N-12 plastic pipe was installed.

James Avenue

Berm work and Ditching was installed at several locations along James Avenue to prevent water from running onto the street and allow water on the street to flow into these ditches rather than on the roadway. Areas of the asphalt street had failed do to water and moisture and were repaired.

Touch-a-Truck Event

Several street team members attended the event and had a dump truck, skid loader and wheel loader on display. There was a good turnout, everyone enjoyed seeing a sample of our equipment.

E. Ward & N. Kenton Street Old Cemetery (Field)

The retaining berm around the old cemetery was cut down and regraded to allow a smoother transition from the sidewalk elevation to the elevation of the field. A majority of the material removed was used to level other parts of the field and fill old tree holes on Park Avenue. Staff from Parks and Grounds tilled, seeded and placed a straw cover over the disturbed areas, greatly improving its appearance.

Sewer, Water, Parks and Storm Water Divisions

Logged a total of 750-man hours, 38.5 overtime hours and 717.5 equipment hours assisting these divisions with service digs and other projects.

- **Asphalt Restorations**

Restorations to utility dig areas is complete with the exception of three locations which need rain and settling to take place before asphalt restorations. Team members from Street, water and sewer have restored 17 dig locations through-out the city in the 3rd quarter. The teams have been working on the 26 full depth repairs (12" in depth) on N. Main Street between Gwynne Street and Dellinger Road totaling 3,972 square feet of repairs.

- **Traffic Lights**

The traffic signal at E. Lawn Avenue and E. Ward Street was bagged and turned off on 7/22/24 for 60 days as the second step of the study for the signal removal process. A traffic accident review was done and there were no reported accidents between 7/22/24 to 9/23/24 so the light was taken down completely on 9/26/2024.

Worked together with Tyler Bumbalough and Doug Crabill to present an application to ODOT on 7/25/24 for the US 36/Scioto Street/Miami Street Corridor Signal upgrade. The city was notified on 9/10/24 that Urbana was selected to receive up to 2 million federal dollars to assist in funding the project.

- **Special Events**

There were 17 special events logged in the third quarter with many requiring some type of assistance from the Street Division.

- **Leaf Pick-up**

With not much rain and the extremely dry conditions, trees throughout the city are shedding their leaves earlier than normal. The street team began picking up piles on 9/11/24. Roughly once a week since that date the team picks up piles found throughout town.

- **Catch Basin Replacements**

Two new catch basins were installed to repair older failed basins.

- ✓ ordered 16 catch basins to replace failed basins throughout town as time and manpower permit late this year and into early 2025.

- **New Salt Barn**

The contract for the division's new salt storage building was signed and pre-construction with Greystone Construction began.

- ✓ Digging for the piers and footers will begin Monday 10/28
- ✓ Completion is planned for late November.

- **Sign Clean-up**

Numerous older and faded regulatory signs in town have been replaced with new; non-regulatory signs were relocated in an effort to "clean-up" many congested areas. For example, the Tree City USA signs have all been moved to the Corporation Limit sign posts at the entrances to the city and the old KFC billboard was removed on S. US 68 by the Urbana K-8 school property. This will remain an ongoing effort in the months ahead.

- **Chili Cook-Off & Hoopla Parade**

Set up our N. Main Street detour with signage and barricades at 5am. All traffic was detoured around town for the special event. We opened N. Main Street back up and removed all signs and barricades at 6pm.

- ✓ The street department has again reviewed and made changes to our detour plans and mapping for N. Main Street closures. Originally it took the department almost 2.5 hours to do the complete detour and closure and have since refined the operations and completed the closure and detour in 38 minutes.
- ✓ A special thank you to all the members of public works who have assisted in reviewing, refining and implementing our program to safely close streets and detour traffic during these events.

Looking Ahead into the 4th Quarter 2024

- Visual inspections of all hanging signs and traffic lights looking for wear and damaged parts remains a project when time and manpower allows. It is our hope to begin this following leaf season.
- New sewer main extension at 416 Taft Avenue to connect the new salt storage building into the sanitary system.
- Interviews of candidates for the open street position took place the very end of September and we hope to start the selected candidate by mid-October.
- Chad, Brad and Mark will be putting new specifications together for a new one-ton dump truck to replace S-19 which is 19-years old.
- Leaf season will be in full swing earlier than normal do to dry conditions and will most likely outfit a truck and begin making rounds by the second week of October.
- New salt barn foundation construction will begin around mid-October.
- There are currently 15 catch basins that have broken down and the street team plans to begin working on those over the winter if weather permits.
- Preparing and itemizing 2025 street department budget requests.
- The street department will continue to be prepared and ready to act and respond to any and all calls, both urgent and routine, requiring our services within the City of Urbana.

WATER RECLAMATION FACILITY (WRF)

- The WRF operated 2,320 consecutive days with no NPDES permit violations.
- Operated for 2,035 consecutive days without a lost-time accident.
- Treated 143.6 MG of wastewater in the 3rd quarter of 2024.
- Accepted 2.3 MG of domestic septic tank waste in the 3rd quarter of 2024.
- Recorded 8.18" of precipitation in the 3rd quarter of 2024. Currently this is 0.13" above the 30 year monthly average and 1.53" above the 30-year annual total average.
- RG trucking hauled 87.22 dry tons of biosolids from the WRF in the 3rd quarter of 2024
 - 87.22 dry tons hauled for land application use
- There were no violations issued to any of the (5) Industries in Urbana's pretreatment program
- Urbana's WRF Lab conducted its annual bioassay sampling, DMR-QA sampling, as well as biannual laboratory calibration as required by OEPA
- (2) of the WRF sludge holding tanks were taken out of service for annual cleaning
- The WRF North Oxidation Ditch was taken out of service for equipment maintenance, grit removal, and cleaning.
- The WRF septage receiving station had to put a hold on new hauler registrations due to a large increase in daily volume being hauled in. The increase was due to Springfield, OH WRF shutting down there septage receiving facility.

Compost Facility

- Urbana's Compost Facility has collected approximately 4712 cu/yds of compost material in the 3rd quarter of 2024 and approximately 8462 cu/yds so far in 2024

WATER DIVISION

Flow information:

July – 54.7622 Million Gallons
1.7665 Million Gallons Average Daily Flow

August – 56.6061 Million Gallons
1.7292 Million Gallons Average Daily Flow

September – 53.0555 Million gallons
1.7666 Million Gallons Average Daily Flow

(All water treatment plants and distribution system are EPA compliant)

WATER DIVISION (con't)

Revenue & Expense

As of 09/30/2024

Budget Amount \$2,917,144.77

Month to Date Expense \$150,491.21
Year to Date Expense \$2,198,910.96
Encumbered Balance \$170,533.91
Unencumbered Balance \$547,699.90

Water Department Personnel Completed:

- o 1 hydrant repaired/replaced
- o 4 other water related repairs
- o 5 water Main Breaks
- o 9 Service Lines Repaired or Replaced
- o 841 OUPS tickets located
- o City Pool closed down for the season
- o Helped Streets with Asphalt
- o Lots of Vac Jobs for curb box reinstalls
- o Finished flushing hydrants for the 2024 year
- o Assisted with several RR Street Storm issues
- o Installed several inserta-valves
- o Met with former Ohio EPA SWD District Chief
- o Replaced leaking Spool at 29 Plant
- o Sold old superintendents' car on Gov-Deals

Projects that we are working on:

- o Valve Exercising
- o New booster station project
- o Locating all water valves and customer service valves (GPS/GIS Program)
- o High street project
- o Leak detection with data loggers
- o Training new Water Superintendent (Kerry Quinn)
- o Assisting other departments with their projects
- o Assisting with asphalt repairs for water breaks

Upcoming Projects:

- o Booster station Start up
- o Lead line inventory
- o valve replacements
- o bad replacements
- o Water leak testing and locating

FACILITIES

- Staff continues to maintain the city's multiple locations.
- Responded to 162 work orders. This is an increase of 32 since 2nd quarter. Average cost per W/O \$183.46. Total hours spent on W/O 597.88. These are non-preventative and preventative maintenance requests; continue to perform monthly PM's on the HVAC units, elevator; fire extinguishers; exit lights; garage doors and City vehicles. Total Cost for the quarter: \$29,720.62. This is an increase of \$10,000 over 2nd quarter this year.
- We ended the City Pool season in late August. We have been maintaining pool equipment. We had to replace the main pool pump impeller at the end of season and assisted YMCA staff with closing the pool and building for winter.
- Completed a new office project at the Business office to add additional office space for HR.
- Continue to replace multiple inside lights with new LED bulbs citywide.
- Replaced over 10 decorative light bulbs.
- Removed damaged ceiling in the flight school and replaced with new wood; painted new wood; and replaced light fixtures
- Replaced lighting and electrical wire in Hanger 2 to bring it up to code.
- Completed room inspections on all buildings at the airport. T-hangers A&B had some small leaks; tightened loose screws and caulked visible leaks.
- Began the Airport sign project and hope to be completed before the end of October.

Govdeals

- We listed 3 items in the 3rd quarter. Averaging \$6,085.00 per item and totaling \$18,257.00

SEWER MAINTENANCE

- Sewer Maintenance recorded 7 calls/ backups and 2 sanitary digs.
- 841 OUPS-811 tickets. Decrease of 26.5% over 2nd quarter.
- Continue to perform sewer lateral camera inspections free of charge to city residents.
- Recorded 10 camera inspections for residents.
- Cleaned over 5,000 Feet of Sanitary and Storm Sewer mains.
- Inspected over 2,000 feet of Sanitary and Storm Sewer mains.
- Performed over 15 hydro excavations, total of 40-man hours.
- Sewer Maintenance staff continues maintaining the collection system and pump stations.
- Continue to maintain the Blower system at the closed landfill. Staff checks the blowers daily and performs maintenance as necessary. Contractor monitors gas readings quarterly.
- We completely rebuilt the Old Troy Pump Station. Crews installed two new pumps; new electric; new piping inside the wet well; and installed a gravel driveway for ease of access.
- Completed the 3rd quarter grease trap inspections. We had one non-compliant inspection.
- Assisted the Street Division with multiple City utility asphalt repairs. This includes milling of the street, traffic control, Hauling hot asphalt, etc...
- Continue to pump water and haul from the 29 Water Plant to the WWTP.
- Assisted RB Jergens on multiple occasion's on S. High Street project with Sanitary and Storm Sewer.
- Assisted Facilities with multiple projects throughout the City.
- Sewer staff continues to attend monthly Continuing Education trainings required by OEPA.

ENGINEERING

- Projects ongoing from 2023.
 - South High Street Improvements – This project improves the existing street from SR 55 to Miami Street via roadway, drainage, pedestrian and bicycle additions or alterations. Traffic calming and a cross-section of water and sanitary replacement are also designed. The City opened bids in May 2023 with R.B. Jergens Contractors, Inc. as the only bidder at \$6,733,425.85. This project was awarded approximately \$5.0 million through federal grants (\$1.9 million was added in early 2024 to the original \$3.1 million) and another \$600,000 through OPWC. The City will also use ARPA grant funding in the amount of \$1.2 million for the utility portions of the project. There is also approximately \$2.3 million in OPWC loan funding at 0% interest available, although the City hopes to use less than half of this. Construction continued with underground utility installation between the university entrance and W. Broadway Street this past quarter. Concrete sidewalk, curb and gutter was also installed from Thompson to W. Powell Avenue. The first three blocks north of W. Reynolds Street and the 200 block of W. Water Street received their final surface course pavement in September. At the same time, the subcontractor completed base and intermediate asphalt from W. Reynolds Street to W. Powell Avenue. An acceleration agreement was enacted in July in order to achieve substantial completion by December 31, 2024.
- New projects in 2024.
 - 2024 Sidewalk, Curb and Gutter Replacement Program – The City contracted with DL Smith Concrete after a competitive bid process to do sidewalk, curb and gutter piecemeal replacements along Gwynne Street, Lincoln Place and Lafayette Avenue. The total contract value was \$288,895.00, and also included curb ramps. DL Smith Concrete finished the work in early July ahead of paving for a total of \$275,973.17.
 - 2024 Asphalt Program – The asphalt program bid in late-March, having an engineer's estimate of \$724,000.00 and a lowest bid price of \$599,866.85 (A&B Asphalt, Corp). Street paving work took place in September. Local streets that were paved are as follows: Gwynne Street, Lafayette Avenue, Lincoln Place, Westview Drive, North Drive and two sections of Julia Street. There was

- also one alley north off Gwynne Street. No ODOT paving is planned for this year. Manholes and gravel berm are the only remaining tasks on this contract.
- The City contracted with the Champaign County Engineer's Office to perform chip seal and fog seal over all of the Oak Dale Cemetery driveways and repair work (Durapatch, rolled-in cold mix, chip seal strips, crack fill) on James Avenue. Using the County through a force account agreement helped save the City money. Fog seal had not been used in the City prior to this year; it is a helpful treatment used by the County to seal stone in place after a chip seal. The overall cost of these two locations turned out to be \$55,393.34. Work took place in July and August.
 - Railroad Street Storm Project – The Railroad Street Storm Project was awarded a CDBG Critical Infrastructure grant of \$470,000. The goal of the Stormwater Utility Committee upon initial formation was to have one large project every five (5) years or so, and this project was the first one to fit the bill. The total as-bid project cost was \$1,335,034 (Tom's Construction, Inc.), which was about \$30,000 under the Engineer's Estimate. The contractor started in June and finished with seeding during the last week of August for a total project cost of \$1,297,878.92. Mitigating some flooding in the northwest neighborhood by eliminating a pinch-point in the current stormwater system was the project's goal. Overall, 1,536' of 48" pipe or its equivalent was installed to divert flow to a different, underutilized storm outfall. Clay Miller performed the inspection for this project.
- Major designs in progress.
 - Ohio Bridge Partnership Program funding was obtained in 2021 for the W. Court Street Bridge Replacement project. The project will replace a 100-year-old plus structure with new 96" piping. The engineer's estimate for this 2025 construction project is \$619,711.85. The initial grant was for \$379,500, but two additional grants have been added to this through the federal STBG program and LUC for \$261,642.40. Grants cover both design and inspection. Compass Infrastructure Group has completed Final Tracings design with stamped copies of both the engineer's estimate and plans delivered to the City. The right-of-way acquisition process is ongoing with two owners affected. Compass, West Erie Reality Solutions and OR Colan Associates are working together on different aspects of the acquisition.
 - The City obtained a grant in 2022 for engineering design services on two bike trail crossings in Urbana; this grant totaled \$44,900. In 2023 and 2024 we added another \$68,140 to that grant total for right-of-way services, acquisition and construction. The affected crossings are the Simon Kenton Trail's intersection with Miami Street and with N. Main Street. The objective at Miami will be to add RRFBs at the crosswalks like we have downtown while the objective at N. Main is to add the same, move the trail crossing further north away from the railroad, reduce the crossing distance and eliminate the first block of Laurel Oak Street. Urbana was also awarded an ODOT Systemic Safety Grant in 2022 for the construction side of this project, totaling \$542,000. The City has LJB performing the design work and right-of-way plans; they submitted Stage 3 plans in July. Right-of-way acquisition is ongoing, with Dunrobin performing real estate services on behalf of the City.
 - Concrete replacement for the fire aprons and municipal building frontage along E. Market Street is scheduled for continued design in the fourth quarter of this year. The bidding of this work has kept getting pushed back due to other pressing matters in Engineering. At this point, spring of 2025 will be our targeted bid timeframe.
 - Engineering plans to design a wholesale curb and gutter replacement for N. Main Street between Washington Avenue/Gwynne Street and Dellinger Road during the fourth quarter and throughout the winter.

- Miscellaneous
 - Private projects, such as Seth’s Produce and Garden Center, Champaign Aviation Museum, Dugan Place, Starbucks, Huey’s Coffee and 1300 S. US Hwy. 68 (Howell), garnered attention during the third quarter.
 - A Traffic Signal Study through LUC/Clark TCC was completed just prior to our June application deadline for ODOT Small Cities Grant program. Doug Crabill, Mark Muirhead and I (Tyler Bumbalough) then presented to the ODOT panel in July in hopes of receiving \$2,000,000 in federal funding. In September, the City was awarded the Small Cities Grant, which focuses on signal replacement for the east/west signalized corridor of Urbana (up to eight signals along US 36 and one on SR 54). Engineering and Community Development will likely apply for additional grant funding for this project through ODOT’s Transportation Alternatives Program with a focus on the accompanying pedestrian signal infrastructure and sidewalk connectivity near the hospital.
 - The City applied for and received funding for a small stormwater project along Park Avenue through the Ohio Public Works Commission (OPWC). The project will run a new storm main down the median of Park Avenue from Windsor Avenue to S. Kenton Street and include catch basins at the latter intersection. The project construction cost is estimated at \$170,000. The OPWC Grant, which will be awarded in summer of 2025, will cover \$147,000 worth of project costs.
 - Clay Miller, engineer technician, continued managing sidewalk, curb and gutter projects. This primarily consisted of final repairs by the City contractor along Lincoln Place, Lafayette Avenue and Gwynne Street in early July. He also managed private contractors working for owners along N. Main Street (sidewalk), Eichelberger Drive, S. Walnut Street, W. Water Street, Hovey Street and Abbey Lane. Clay marks sidewalks, curbs and gutters (as applicable) before Engineering sends repair letters to the applicable addresses in anticipation of paving during the second half of 2025.
 - Michelle Troyer, Office Administrator, moved on from her role in the Engineering Department. She was with us for just over a year before taking another role elsewhere. We are currently interviewing for a new Administrative Assistant and hope to have it filled by November. We received over 90 resumes for this opening!

COMMUNITY DEVELOPMENT

- Following the recommendation of the City of Urbana Planning Commission from May 28, 2024 to adopt/approve the North Main Street Corridor Plan, Urbana City Council formally adopted/approved this plan on August 6, 2024 with the passage of Ordinance #4609-24. The overall long-term goal of the plan is to guide future development and redevelopment opportunities along North Main Street from Gwynne Street/Washington Avenue to Grimes Circle. This plan outlines six goals: 1) Establish a mix of uses appropriate for the area including retail shops, restaurants, professional services (medical offices, accountants, etc.), offices, manufacturing, and a variety of housing; 2) Attract and retain a variety of shops and services for residents and visitors; 3) Create an environment that is inviting and welcoming to residents and visitors; 4) Welcome visitors and residents by establishing the corridor as the northern “gateway” to the City of Urbana; 5) Encourage redevelopment or reuse of vacant parcels, buildings, and underutilized parking lots to attract new businesses and residents; and 6) Create a walkable and bikeable community that is accessible and easy to navigate for all people and transportation modes including walking, biking, and driving.
- In early August, Ohio Magazine announced that Urbana was selected as a Best Hometown for 2024-2025 for Southwest Ohio. In addition to Urbana, other finalists in the state are Hilliard, Bryan, Millersburg, and McConnelsville. Earlier this year, the Champaign County Chamber of Commerce and Visitors Bureau nominated Urbana for recognition in partnership with the city. Urbana will be featured in the November/December 2024 and July/August 2025 issues of Ohio Magazine, including advertising opportunities for local businesses. A community celebration of this award is planned for Saturday, November 9th at 2PM. Urbana last received this recognition back in 2010-2011.

- Planned with numerous local partners, including Monument Square District and the Champaign County Chamber of Commerce and Visitors Bureau, for the upcoming Downtown Assessment Resource Team (D.A.R.T.) visit from Heritage Ohio. Urbana was selected along with four other communities in Ohio, and a D.A.R.T. visit is planned for October 8th and 9th. This program is designed to provide outside expertise to assess where a community may stand with its downtown revitalization strategy and to introduce the community to a comprehensive long-term program for downtown that focuses on four key tenets: operations, marketing, design, and economic vitality.
- In September of 2024, the City of Urbana received word from the Ohio Department of Transportation that its grant application to ODOT's Small City Program was approved in the amount of \$2,000,000.00 toward traffic signal upgrades along the city's east to west corridor (US 36). Today, the existing signal system is nearing the end of its useful service life, and repair work to keep the system operating is becoming more commonplace. Furthermore, the interconnection and coordination between signals is no longer functional which results in increased congestion and delay along these routes. In addition, none of the existing vehicular signal heads are rigid-mounted and none include backplates. Lastly, the existing signal system does not meet current standards for pedestrian signal heads and pushbuttons and does not include audible and vibrotactile countdown, and some of the intersections require relocation of existing pushbuttons to pedestal foundations in order to be ADA compliant. The project application culminated from a traffic signal study completed at no cost to the city through the RTPO program of the Logan-Union-Champaign Regional Planning Commission. This approved grant application is anticipated to be supplemented this fall with a separate application to ODOT's Transportation Alternatives Program.

ZONING & COMPLIANCE

- Continued enforcement of the city's zoning and nuisance code.
 - As of September 30; 230 cases of zoning and nuisance violations were opened
 - Only 16% are still open
 - Property Tax assessments for grass/weeds abatements were sent to the Champaign County Auditor
 - ✓ 22 cases sent; equaling a combined total of over \$10,000 in unpaid abatements
 - ✓ Fees will be added to the violator's 2025 tax bills
- Reviewed and issued various permits including principal building additions, fences, signs, and accessory structures; from January 1 – September 30: 149 permits were issued (36 issued for the 3rd quarter).
- Coordinated and performed reviews of various large-scale commercial development projects.
 - Worked closely with developers and contractors throughout the various stages of development
- Continued monthly meetings working with the County Health Department, Champaign County Building Regulations and the Urbana Police Division to address properties that pose significant risk to the health, safety and welfare of the community.
- In the final stages of updating the city's sign code, in combination of our review to Chapter 1112 - City Center Heritage Overlay District.
- Continuing to revamp and enforce the city's vacant registration program.
- Frequent discussions with local developers regarding their progress in the significant downtown renovation efforts.

POLICE DIVISION

July Highlights

- 7/11/2024 – Sergeant Todd Pratt presented a crime prevention program on ***ID Theft and Fraud*** to members of the Urbana Senior Citizen Center, sponsored by The Peoples Savings Bank.
- 7/31 - 8/1/2024 – SRO AJ Ervin and backup SRO Robbie Evans attended the state SRO Conference in Sandusky, Ohio.

August Highlights

- 8/19/2024 – The Division completed its 3rd of four annual weapons range, with officers requalifying on the duty shotgun.
- 8/26 – 28/2024 – The UPD hosted the North Coast Polytechnique Institute for area law enforcement officers, including six Urbana officers, to receive their 2024 state mandated training on ***Continuing Professional Training*** topics selected by the Ohio Peace Officers Training Academy.
- 8/30/2024 – The Urbana Police Division and the Urbana City School District signed off on a three-year agreement renewal of our partnership for having an Urbana Officer serve as the District's School Resource Officer. Currently AJ Ervin serves as the primary SRO.

September Highlights

- 9/4-6/2024 – Officers Seth Lingrell & Keith Hurst attended the ***2024 Midwest Crisis Negotiators Conference*** in Columbus where they learned current, best practice protocols for conducting Hostage/Barricade Negotiations with suspects. These officers are tasked with handling negotiations during tactical incidents for the division.
- 9/5/2024 – We began our ***2024 Citizens Police Academy***, hosting ten local citizens who, for the next six Thursday evenings, will participate in classroom presentations, hands on practical exercises and visits to our weapons range and the Countywide 911 Center. Our goal of CPA is to better inform participants of the day-to-day operations of their Urbana Police Division, hoping to build professional relationships and a more informed outlook on the who, what, whys and where for of local policing issues and how we try to address them appropriately.
- 9/9/2024 – Sergeant Logan Dunn began a three-week special training program titled ***STEP – Supervisor Training and Development*** sponsored by the Ohio Chiefs of Police Association. The program is challenging and helps to prepare first line supervisors in handling their day to day challenges and to help create a path for them to become future mid-management leaders. The classes are held in Columbus and they meet one week for each of the next three months. Once he's completed the program, Sgt. Dunn will be the second UPD sergeant to complete this advanced management program (Kizer - 2023).
- 9/16/2024 – The Division completed in-service training to review ***General Order 1 – Law Enforcement Role and Authority***, re-certify on the carry and use of less lethal weapons including our ASP Baton and OC Spray. Officers received training on prisoner escort safety and handcuffing techniques. Officer also received a review (from UFD FF John Flora) on the use of medical equipment that UPD officers carry with them to use in the event of a major bleeding injury to the officer and or citizen contact. They practiced the proper way of applying large-wound bandages and the application of tourniquets.
- 9/18/2024 – Officers completed their final weapons range of the year by requalifying with the police rifle.
- 9/28/2024 – Several officers worked a traffic detail for the annual City Hoopla Parade.

LAW OFFICE

Law Director

- Drafted and/or reviewed and approved each piece of legislation presented to Council;
- Approved "as to form" a number of legal-binding instruments, such as contracts and land use agreements;
- Served as liaison to outside counsel as to a variety of legal matters involving the City of Urbana;
- Attended City Council regular and executive session meetings;
- Assisted Zoning in the pursuit of various nuisance and zoning violations within the City of Urbana;
- Worked with Administration on a variety of matters;
- Met with the Mayor and Directors as needed;
- Provided general advice and counsel to various departments and divisions;
- Worked with Community Development on a number of matters including, but not limited to, various pieces of legislation;
- Attended all Civil Service meetings;
- Reviewed and/or responded to requests for public records submitted to a number of departments and divisions;
- Worked with the new Airport Manager on a number of airport-related issues and documents;
- Certified a number of law enforcement officers to administer oaths and acknowledge complaints in the course of their official duties;
- Oversaw the work of the members of the Law Department.

Municipal Court Prosecutor

- Prosecuted approximately 900 cases in the Champaign County Municipal Court, with the assistance of the Assistant Prosecutor. This includes all matters, whether resolved by admission, plea, at pretrial, at a trial to the Bench, or by Jury Trial;
- Coordinated case management with the Champaign County Prosecutor as to felonies charged in the Champaign County Municipal Court;
- Worked with the several law enforcement communities to foster and create more symbiotic inter-agency work;
- Reviewed a number of cases for potential charges for all law enforcement agencies within Champaign County;
- Spoke with numerous members of various law enforcement agencies while on-scene afterhours, to answer questions regarding charging decision; and
- Provided guidance and services to numerous victims of crimes prosecuted in the Champaign County Municipal Court including, but not limited to, representation in the actual case, and direction as to what Countywide agencies may provide food and clothing, shelter, medical and mental health counseling, transportation, and/or support for victims of domestic violence.

FINANCE

2024 Expected Revenue & YTD Revenue by Fund

Fund		2024 Expected	9/30/2024	Expected
Number	Fund Name	Revenue	Revenue	Revenue %
100	General	\$8,073,200.00	\$5,975,220.49	74%
200	Airport	\$396,300.00	\$264,336.15	67%
205	Street	\$972,000.00	\$647,690.05	67%
215	Cemetery	\$195,500.00	\$144,240.60	74%
275	P & F Tax Levy	\$1,631,250.00	\$1,098,662.74	67%
401	Capital Improvement	\$1,548,750.00	\$1,121,376.89	72%
402	P & F Tax - Cap Imp	\$543,750.00	\$371,868.52	68%
605	Water	\$2,669,000.00	\$2,031,728.74	76%
610	Sewer	\$3,684,400.00	\$2,787,797.78	76%
620	Stormwater - Oper	\$92,000.00	\$70,387.37	77%
625	Stormwater - Cap Imp	\$216,000.00	\$164,223.70	76%
TOTAL		\$20,022,150.00	\$14,677,533.03	73%

2024 Department Operating Budgets & YTD Expenses

Department	2024 Budget	9/30/2024 Expenses	Budget %
CITY COUNCIL	\$93,615.00	\$68,276.89	73%
ENGINEERING	\$397,810.00	\$295,426.27	74%
FIRE	\$3,187,930.00	\$2,399,657.91	75%
MULCH/COMPOST	\$25,450.00	\$15,854.86	62%
MUNICIPAL COURT	\$846,225.00	\$652,766.35	77%
POLICE	\$2,905,825.00	\$2,034,322.80	70%
POOL	\$85,870.00	\$99,882.24	116%
MAYOR/ADMIN	\$303,500.00	\$227,140.29	75%
COMMUNITY DEV	\$145,500.00	\$109,748.84	75%
REC-ADMIN	\$221,145.00	\$202,214.32	91%
PUBLIC WKS	\$178,530.00	\$116,998.81	66%
MISC-NON-DEPT	\$637,425.00	\$525,284.69	82%
FINANCE-ACCTG	\$349,725.00	\$263,325.29	75%
FINANCE-INC TAX/HR	\$123,825.00	\$88,687.34	72%
FINANCE-UTIL BILL	\$204,950.00	\$133,131.84	65%
LAW DEPT	\$302,600.00	\$237,531.31	78%
ZONING COMPLIANCE	\$134,230.00	\$95,116.73	71%
AIRPORT	\$403,265.00	\$315,345.03	78%
CEMETERY	\$190,415.00	\$167,737.31	88%
STREET	\$940,755.00	\$541,422.16	58%
POLICE & FIRE LEVY	\$135,000.00	\$135,000.00	100%
SEWER (WRF/MAINT)	\$4,184,980.00	\$3,793,205.43	91%
STORMWATER-OPER	\$84,950.00	\$80,964.82	95%
STORMWATER-CAP IMP	\$638,000.00	\$519,255.45	81%
WATER	\$2,874,245.00	\$2,198,910.96	77%
TOTAL	\$19,595,765.00	\$15,317,207.94	78%

OAK DALE CEMETERY

NEWS

Cemetery streets were resurfaced using a chip seal coating, a welcome improvement to all visiting their loved ones. The entrance landscaping, Mausoleum and large cemetery planters were refreshed for the fall season; and through the generosity of several members in the community, all of our larger flags were replaced – many thanks to everyone who played a part! Seasonal/part-time employees completed their assignments August 31.

STATISTICS

Burials in the 3rd Quarter	31
SATURDAY A.M. BURIALS	01
SATURDAY P.M. BURIALS	02
TOTAL BURIALS - 2024	81
GRAVES SOLD	14
SHEPHERD MAUS. NICHE SOLD	00
SHEPHERD MAUS. CRYPT SOLD	00
LEGACY MAUS. NICHE SOLD	11
LEGACY MAUS. CRYPT SOLD	02
MISC. SALES (VASES, PLAQUE, EMBLEMS)	15

Summary – North Terminal Hangar Door Replacement

October 8, 2024

Purpose: North Terminal Hangar Door Replacement

Overview/Background:

The Grimes Terminal North Hanger is a landmark building at Grimes Field and has a storied history surrounding it.

- Grimes Field opened on Sunday, August 8, 1942.

After decades of service and many years of repairing and modifications, the North Terminal hangar doors have exceeded their useful life, and need to be replaced. Replacement of the doors requires the removal of the existing legacy doors, reframing the opening and installing the new 44 ft. x 12 ft. door.

Midwest Corporate Air has signed leases for the North Terminal Hangar, which will house 2-3 aircraft, along with Hangar 6, which will house 4-5 aircraft. Currently the North Terminal Hangar is vacant due to the current doors being inoperable and irreparable.

Activities:

Quotes were received from three (3) suppliers, each of whom visited the site. The two primary areas of consideration was to maximize the overhead clearance of 12 ft. and take delivery and complete installation by the end of 2024.

- Doors:
 - Higher Power Hydraulic Doors: \$15,218.00, plus installation. Lead time: 20-26 weeks.
 - Schweiss Hydraulic Doors: \$21,786.62, plus installation. Lead time: 16-17 weeks.
 - ****Powerlift Hydraulic Doors: \$20,924.00, plus installation. Lead time: 4-6 weeks**
** Selected vendor due to responsiveness and delivery
- Installation:
 - **Leach Custom Construction** will remove the existing doors, frame the opening for the new doors and install the new doors. City staff has already prepared the updated electric service for operation.
 - Labor/Material for the demolition, reframing and installation: \$8,970.00
 - Sunbelt Equipment Rental (Cab Telehandler Fork) for installation: ~~\$1,566.75~~ **1056.75** *CB*
- Project Total: \$30,950.75

Requested Action:

Board of Control is requested to authorize the 2024 Capital Budget expenditure for the replacement of the 44' x 12' door in the Grimes Terminal North Hangar at the Urbana Municipal Airport - Grimes Field.

BB 10/9/24

CB 10/9/24

KB 10/9/24

CITY OF URBANA: CAPITAL REQUEST
(VEHICLES/EQUIPMENT, FACILITY and SPECIAL PROJECTS)

BOC #1

Step 1: Authorization Request

Division: Airport

Project Title: REPLACE NORTH TERMINAL HANGAR DOORS

Estimated Cost: \$ 30,950.75

Budgeted?: (Circle one) (No) Yes Budget Amount: \$

Qtr. 1		Qtr. 2		Qtr. 3		Qtr. 4	<u>X</u>
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Anticip. Purchase Date:

Project Description:
 (Attach Specifications or Scope of Work if needed) Purchase new door and contract to have old doors removed, and reframe + install new doors.

Justification/Need: Inoperable. Not cost effective to repair... parts are obsolete

Anticipated Vendors (3)
 1.) POWERLIFT Hyd. Doors 2.) Leach Custom Construction 3.) Sunbelt Rentals

Requested Method of Purchase (Check one):

Verbal:		RFQ:	<u>X</u>	Bid:	
---------	--	------	----------	------	--

Single/Sole Source (Explain):

Submitted By: Greg Egan (Drake Huffman) Date: 10/7/24

Step 2: BoC Authorization to Proceed:

Budget Year: _____ (Circle one) Q1 Q2 Q3 Q4

Approved Cost: \$ _____

BoC Comments: _____

Authorization to Proceed: _____ Date: _____

(Applicant to Complete Bottom Portion For B of C Final Approval Before Proceeding)

Step 3: BoC Expenditure Approval:

Final Project Cost: \$ _____

Funding Amt. Requested: \$ _____

Selected Vendor:

Verbal:		RFQ:		Bid:		Single/Sole Source:	
---------	--	------	--	------	--	---------------------	--

Support Documentation: _____

Applicant Comments: _____

B of C Final Approval: _____ Date: _____



Powerlift Great Lakes 18018 SR 81 Venadocia Ohio 45894
 Jim Tabler 937-541-5529 jim.tabler@powerliftgreatlakes.com

Quoted to: Grimes Field Airport

Quote Date:

Customer Name: Drake Huffman

City/State/ Zip: Urbana Ohio

Phone/Email/Fax:

Door/Frame depth	# Doors	Quoted Size	Actual Size	Building Type	DOT Fee	Square Foot	Per Door Price	Total Price
10"	1	44x12			\$ 200	528	\$17,503	\$17,703
82	Loaded mileage one way		\$8	Delivery mileage				\$656
	Linear Welding		\$6					
Quote includes these options								
1	Remote (2 hand-held remotes)		\$700					\$700
	Paint	White Only	\$400.00					
				Aux. backup hoses				\$450
				install fee				\$1,415
1	Number of doors quoted			Subtotal				\$20,924
NO	Applicable Use or state and local tax rate			Applicable Tax				
TOTAL QUOTE								\$20,924

DELIVERED and INSTALLED

Doors will arrive and be installed with

- Door arrives with 1-coat primer
- Complete hydraulic system including cylinders, hoses, pump and hydraulic oil
- Ready for electrical connections
- Two men with fasteners and installation equipment

Customer responsibilities:

- Building structurally capable to handle imposing door loads
- Equipment (**Telehandler**) to unload and install door
- Rough opening preparation as specified at final measuring
- Final 220v electrical pump motor connections (10 ga wire, 30 amp breaker)
- Door cladding and trim materials and installation

Quotes are honored for 30 days

Terms: 25% deposit with order

Balance Due at time of delivery

If balance is not paid within 90 days we will take legal action to receive payment
 If this legal action results in Attorney's fees those fees will be paid by the customer

Customer signature agreeing to the above mentioned conditions

Customer and Contractor Info



DATE _____



JACOB LEACH
OWNER
LeachCCS@yahoo.com
937-603-0421

PROPOSAL

BOC #1

Proposal Submitted to Drake Huffman		Phone 937-652-4319	Date 10-2-24
Address 1636 W. Main St Urbana, OH 43078		Job Name Hangar Door	Job Location Grimes Field Airport
Architect	Date of Plans		Job Phone

We hereby submit specifications and estimates for:

Provide labor and materials to Demo Existing garage doors and Prep for new door and remove all debris.

Install a hollow metal door/Frame into Hangar door. 3-0/6-8 outswing with Rim panic and outside lever, door closer and weather strip.

Install Performance panel metal and trim on Hangar door Frame and also metal trim to cover perimeter steel frame.

WE PROPOSE hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Payment to be made as follows:

dollars (\$ **8,970.00**)

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature _____

Note: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal:

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specifies. Payment will be made as outlined above.

Signature _____

Signature _____

Date of Acceptance: _____

Thank You



PC#: 0204
1050 COLEMANS XING
MARYSVILLE, OH 43040
937-642-9770

SUNBELT RENTALS, INC.

Salesman: 021403 MUNCY, LORI (214)
Typed By: CCHASE

Job Site:

GRIMES FIELD
1636 N MAIN ST
URBANA, OH 43078 5001

C#: 937-652-4311 J#: 937-652-4319

QUOTE



Contract #.. 159973194
Contract dt. 9/26/24
Date out.... 9/26/24 2:44 PM
Est return.. 9/27/24 2:44 PM
Job Loc..... 1636 N MAIN ST, URBANA
Job No..... 1 - GRIMES FIELD
P.O. #..... QUOTE
Ordered By.. HUFFMAN, DRAKE
NET 30

Customer: 806226
CITY OF URBANA
205 S MAIN ST
P.O. BOX 747
URBANA, OH 43078-2113

Table with columns: QTY, EQUIPMENT #, Min, Day, Week, 4 Week, Amount. Includes item 6K-7K 42' CAB TELEHANDLER FORK and various charges like DELIVERY CHARGE and PICKUP CHARGE.

IF THE EQUIPMENT DOES NOT WORK PROPERLY, NOTIFY THE OFFICE AT ONCE
MULTIPLE SHIFTS OR OVERTIME RATES MAY APPLY
CUSTOMER IS RESPONSIBLE FOR REFUELING, DAMAGES AND REPAIRS
1. The total charges are an estimate based on the estimated rental period and other information provided by Customer.
2. Customer assumes all risks associated with the Equipment during the Rental Period, including injury and damage to persons, property and the Equipment.
...
Customer is declining Rental Protection Plan (see reverse side for details) _____ (Customer Initials)



PC#: 0204
1050 COLEMANS XING
MARYSVILLE, OH 43040
937-642-9770

SUNBELT RENTALS, INC.

Salesman: 021403 MUNCY, LORI (214)
Typed By: CCHASE

QUOTE



Job Site:
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1636 N MAIN ST
URBANA, OH 43078 5001

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P.O. #..... QUOTE
Ordered By.. HUFFMAN, DRAKE
NET 30

Customer: 806226
CITY OF URBANA
205 S MAIN ST
P.O. BOX 747
URBANA, OH 43078-2113

QTY EQUIPMENT # Min Day Week 4 Week Amount

All amounts are in USD

IF THE EQUIPMENT DOES NOT WORK
PROPERLY, NOTIFY THE OFFICE AT ONCE

MULTIPLE SHIFTS OR
OVERTIME RATES MAY APPLY

CUSTOMER IS RESPONSIBLE FOR
REFUELING, DAMAGES AND REPAIRS

- 1. The total charges are an estimate based on the estimated rental period and other information provided by Customer.
2. Customer assumes all risks associated with the Equipment during the Rental Period, including injury and damage to persons, property and the Equipment.
3. Customer is responsible for and shall only permit properly trained, Authorized Individuals to use the Equipment.
4. If the Equipment does not operate properly, is not suitable for Customer's intended use, does not have operating and safety instructions or Customer has any questions regarding use of the Equipment, Customer shall not use the Equipment and shall contact Sunbelt immediately.
5. Equipment misuse or using damaged or malfunctioning Equipment may result in serious bodily injury or death and Customer agrees that Customer (i) assumes all risk associated thereunder, and (ii) indemnifies Sunbelt Entities for all claims or damages as a result of misuse or use of damaged or malfunctioning Equipment.
6. Customer has received, read, understands and agrees to the estimated charges and all the terms on this page, plus all sections on the reverse side of this Contract ("Sections"), including Release and Indemnification in Section 8 and Environmental Fee in Section 16, which can also be found at www.sunbeltrentals.com/rentalcontract. * Delivery/Pickup Surcharge fee explanation is available at www.sunbeltrentals.com/surcharge.
7. Customer must contact Sunbelt to request pickup of Equipment, retain the Pick-Up Number given by Sunbelt and will be responsible for Equipment until actually retrieved by Sunbelt.
8. Customer waives its right to a jury trial in any dispute as set forth in Section 19.
9. At the election of Sunbelt or Customer, Customer agrees to submit every dispute to arbitration and waives any right to bring a class action as set forth in Section 20.

Customer is declining Rental Protection Plan (see reverse side for details) _____ (Customer Initials)

Customer Signature

Date

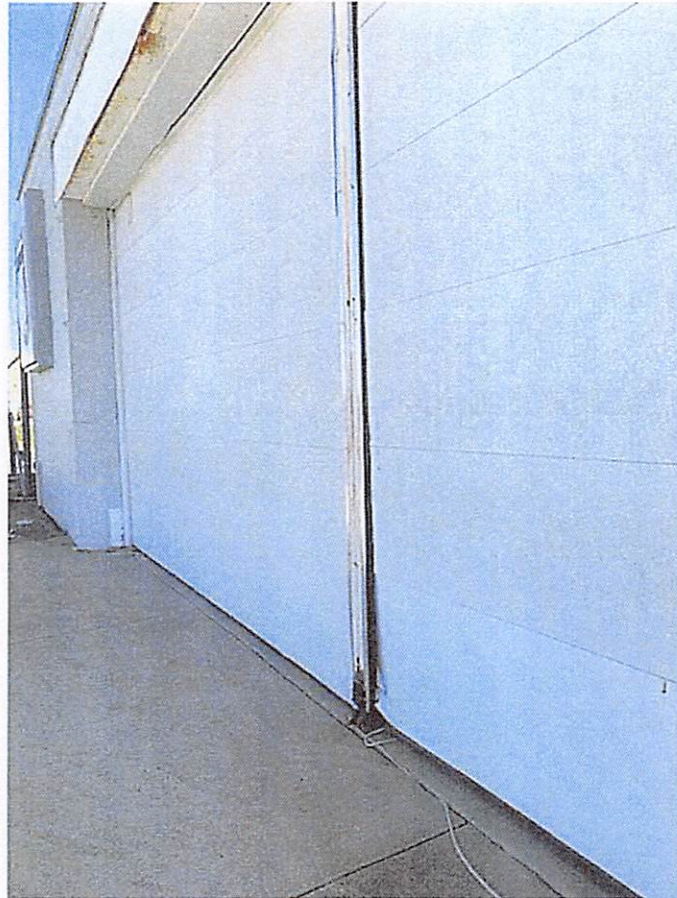
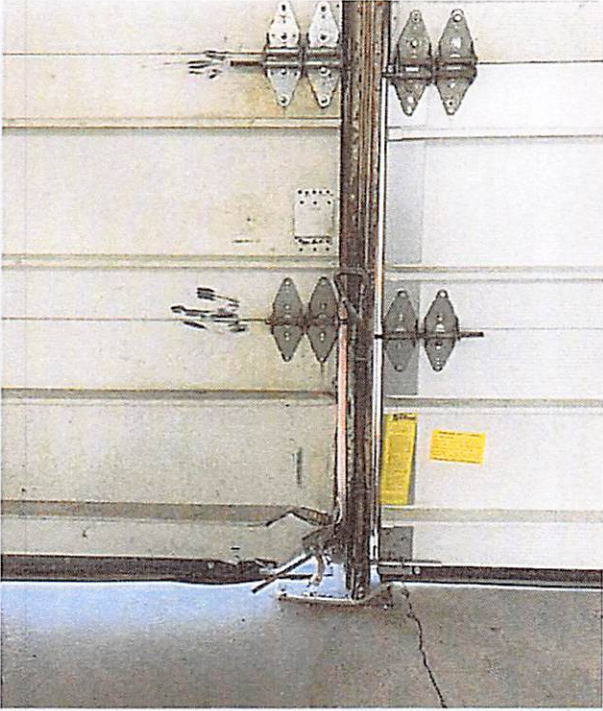
Name Printed

Delivered By

Date

BOC #1

North Terminal Hangar Door(s)



RESOLUTION NO. 2699-24

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 STATE ROUTE 55 FROM THE WESTERN CORPORATION LIMITS (SLM 15.02) TO SOUTH MAIN STREET/UNITED STATES ROUTE 68 (SLM 16.53), Reference PID No.: 111949, County/Route/Section: CHP-55-15.02, AND DECLARING AN EMERGENCY (one reading required).

Department Requesting: Engineering

Sponsor: Councilman Cledis Scott

WHEREAS, the City of Urbana, hereinafter referred to as the LPA, and the State of Ohio, hereinafter referred to as the State, have determined the need for the described project:

The project will resurface SR 55 (a.k.a. Lewis B. Moore Drive) with asphalt concrete between SLM 15.02 (western corporation limit) and SLM 16.53 (US 68).

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

SECTION ONE:

Being in the public interest, the LPA gives consent to the Director of Transportation to complete the above described project as detailed in the LPA-ODOT-Let Agreement entered into between the parties, if applicable.

SECTION TWO:

The LPA shall cooperate with the Director of Transportation in the development and construction of the above described project and shall enter into an LPA Federal ODOT Let Project Agreement, if applicable, as well as any other agreements necessary to develop and construct the project.

The LPA agrees to participate in the cost of the project. The LPA further agrees to pay 100% of the cost of those features requested by the LPA which are determined by the State and Federal Highway Administration to be unnecessary for the project.

The LPA further agrees that change orders and extra work contracts required to fulfill the construction contracts shall be processed as needed. The State shall not approve a change order or extra work contract until it first gives notice, in writing, to the LPA. The LPA shall contribute its share of the cost of these items in accordance with other sections herein.

The LPA further agrees to pay 100% of the cost to install and/or repair curb ramps at all necessary intersections to ensure compliance with the Americans with Disabilities Act.

SECTION THREE:

The LPA hereby authorizes the DIRECTOR OF ADMINISTRATION of said CITY OF URBANA to enter into and execute contracts with the Director of Transportation which are necessary to develop plans for and to complete the above-described project; and to execute contracts with ODOT pre-qualified consultants for the preliminary engineering phase of the project.

Upon request of ODOT, the DIRECTOR OF ADMINISTRATION is also empowered to execute any appropriate documents to affect the assignment of all rights, title, and interests of the CITY OF URBANA to ODOT arising from any agreement with its consultant in order to allow ODOT to direct additional or corrective work, recover damages due to errors or omissions, and to exercise all other contractual rights and remedies afforded by law or equity.

SECTION FOUR:

The LPA agrees that all right-of-way required for the described project will be acquired and/or made available in accordance with current State and Federal regulations. The LPA also understands that right-of-way costs include eligible utility costs.

The LPA agrees that all utility accommodation, relocation and reimbursement will comply with the current provisions of 23 CFR 645 and the ODOT Utilities Manual.

SECTION FIVE:

Upon completion of the project, and unless otherwise agreed, the LPA shall: (1) provide adequate maintenance for the project in accordance with all applicable State and Federal law, including, but not limited to, Title 23, U.S.C., Section 116; (2) provide ample financial provisions, as necessary, for the maintenance of the project; (3) maintain the right-of-way, keeping it free of obstructions; and (4) hold said right-of-way inviolate for public highway purposes.

SECTION SIX:

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 SEVEN:

The RESOLUTION is hereby declared to be an emergency measure to expedite the highway project and to promote highway safety. Following appropriate legislative action, it shall take effect and be in force immediately upon its passage and approval.

President, City of Urbana Council

PASSED: _____

ATTEST: _____
Clerk of Council

This Resolution approved by me this ____ day of _____, 2024.

Mayor, City of Urbana

REVIEWED: _____
Director of Law Date

Jumper: ____ Yay ____ Nay ____ N/A

Scott: ____ Yay ____ Nay ____ N/A

Davis: ____ Yay ____ Nay ____ N/A

Truelove: ____ Yay ____ Nay ____ N/A

Thackery: ____ Yay ____ Nay ____ N/A

Collier: ____ Yay ____ Nay ____ N/A

Bean: ____ Yay ____ Nay ____ N/A