

**URBANA CITY COUNCIL  
REGULAR SESSION MEETING AGENDA  
TUESDAY, FEBRUARY 4, 2020**

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

---

**Call to Order**

**Roll Call**

**Pledge of Allegiance**

**Approval of Minutes**

Urbana City Council Regular Session Meeting Minutes of January 21, 2020, in addition to Work Session Meeting Minutes of January 28, 2020.

**Communications**

1. Planning Commission Meeting Minutes of November 25, 2020. (See attached)
2. Cemetery Board Meeting Minutes of December 20, 2019. (See attached)

**Board of Control**

1. The Board of Control and Health Insurance Committee recommends Council authorize the purchase of UnitedHealthcare group health insurance and related life, vision (EyeMed), and dental (Delta Dental) insurances for \$1,608,148.00. The insurance expense is in the 2020 budget at \$1,727,250.00 (see attached). VOTE: 3-0

**Citizen Comments**

**Ordinances and Resolutions**

**First Reading**

**Resolution No. 2414-20**

A Resolution confirming the appointments of Richard “Dick” Kerns and Eugene Fields, Jr. to the Housing Council. (May be passed on first reading)

**Resolution No. 2437-20**

A Resolution confirming the appointments of Ronald T. (Tom) Coles Jr., and Nathaniel P. (Pat) Bass to the Tax Incentive Review Council (TIRC) for calendar years 2020-2022. (May be passed on first reading)

**Resolution 2571-20**

A Ceremonial Resolution in support of the Grandworks Foundation's efforts to revitalize and renovate the Gloria Theatre in Downtown Urbana and to obtain grant funding from the State of Ohio Capital Budget through the State's Cultural Facilities Grant Program. (May be passed on first reading)

**Resolution 2572-20**

A Ceremonial Resolution in support of a local community group's effort to nominate the City of Urbana, Ohio as a filming location for the new HGTV series called Home Town Takeover. (May be passed on first reading)

**Ordinance No. 4519-20**

An Ordinance authorizing and directing the Champaign Economic Partnership (CEP) of Champaign County, as an agent for the City of Urbana, to sell and convey real property which is owned by the City of Urbana, and declaring an emergency. (Requires three readings)

**Second Reading**

**Third Reading**

**Miscellaneous Business**

**Adjourn**

---

**URBANA CITY COUNCIL  
PUBLIC HEARING  
TUESDAY, JANUARY 21, 2020**

President Hess called the City of Urbana Public Hearing to order at 6:00 p.m. This Public Hearing referencing Ordinance 4159-20 to amend Chapter 905 (Trees). Mr. Brugger stated that this same Ordinance would be having its third reading this evening. He further stated that Councilman Scott was sponsoring this Ordinance and there were 19 changes. He said they first me 4/1/19 and it was decided to remove 905.09 for it was redundant. Further, 905.04, Definitions, a, b, c, d, g, h, left alone, but expanded e and f and added 13 more definitions. Additionally, 905.02 minor edits and added some language. Mr. Brugger stated that it was asked that the Tree Commission establish Administrative Regulations. Additionally, 905.03, added a preamble and reformatted (b), which eliminates small trees on tree lawn. Section 905.06 was amended, regarding pruning and trimming. Section 905.07 speaks about the Shade Tree Memorial Fund and Section 905.08, Penalty, it was decided that it would now hold a penalty of a minor misdemeanor rather than a misdemeanor of the third degree. Mr. Brugger thanked Mr. Scott for his help with this Ordinance. Mr. Crabill added that it was good to go thru this process since the last time it was looked into, was the adoption of the Ordinance, back in 2002. He stated that he liked that there is now as section for recovery. He also added that to be a Tree City, there has to be an investment from the City, \$2.00 per capita.

President Hess closed the Public Hearing at 6:12 p.m.

**URBANA CITY COUNCIL  
REGULAR SESSION MEETING  
TUESDAY, JANUARY 21, 2020**

President Hess called the City of Urbana Regular Session Meeting to order at 6:126 p.m. City staff attending: Mayor Bill Bean, Director of Administration Kerry Brugger, Director of Finance Chris Boettcher, Community Development Director Doug Crabill, Superintendent of Public Works Chad Hall, City Engineer Tyler Bumbalough, Engineering Tech. Clay Miller, and Police Chief Matt Lingrell.

**PRESIDENT CALLED ROLL:** Mr. Fields, present; Mr. Hoffman, present; Mr. Paul, present; Mr. Scott, present; Mr. Thackery, present; Mrs. Collier, present; and Mr. Ebert, present.

**MINUTES** of the Regular Session Meeting Minutes of January 7, 2020, were presented for approval. Mr. Paul moved for the approval of said minutes and Mr. Thackery seconded. Voice vote on approval: all ayes, nays, none.

Motion passed 7-0.

## **COMMUNICATIONS**

### **1. Ohio Ethics Commission Filing Reminder**

Mr. Thackery moved to put all communications on the floor for discussion and possible passage. Mr. Scott seconded. Voice vote on approval: all ayes; nays, none.

Motion passed 7-0.

## **ADMINISTRATIVE REPORTS – BOARD OF CONTROL**

### **1. Rumpke of Ohio - \$157,950.00 (Recycling Fund)**

Mr. Crabill stated that the current contract is set to expire in August of this year and the current contract allows for an extension (2 year renewal), which would hold until August, 2022. He further said the rate would continue to be \$3.25 per unit per month. He also stated that he felt the City would get a lot of bids, but he doesn't believe the City could get a number that is as good as the City has currently.

Mr. Paul moved to put this item on the floor for further discussion and possible passage.

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

Motion passed 7-0.

## **CITIZEN COMMENTS**

None

## **Ordinances and Resolutions**

### **First Reading –**

#### **Resolution No. 2570-20**

A Resolution authorizing the City of Urbana to participate in the State of Ohio Department of Administration Services General Serviced Division, Office of Procurement Services, contract for Third Party Administrator (TPA) for facility maintenance, repair and minor construction projects under the Cooperative Purchasing Contract Number CSP905120 through Cooperative Purchasing Number 1GPA-18-10P-01 under ORD 9.48 for the purpose of managing qualifying projects in the City.

Mr. Brugger referred to the handout.

President Hess call for roll call for passage: Mr. Hoffman, yes; Mr. Paul, yes; Mr. Scott, no; Mr. Thackery, yes; Mr. Ebert, yes; Mrs. Collier, yes; and Mr. Fields, yes.

Resolution passes, 6-1.

**Second Reading –**

**Third Reading –**

**Ordinance No. 4103-20**

An Ordinance amending Administrative Code 149.10 of the Codified Ordinances of the City of Urbana, Repeating Examination.

President Hess called for a roll call for passage: Mr. Paul, yes; Mr. Scott, yes; Mr. Thackery, yes; Mr. Ebert, yes; Mrs. Collier, yes; Mr. Fields, yes; and Mr. Hoffman, yes.

Ordinance passes, 7-0.

**Ordinance No. 4159-20**

An Ordinance amending Chapter 905, of the Codified Ordinances of the City of Urbana, Ohio.

President Hess called for a roll call for passage: Mr. Scott, yes; Mr. Thackery, yes; Mr. Ebert, yes; Mrs. Collier, yes; Mr. Fields, yes; Mr. Hoffman, yes; and Mr. Paul, yes.

Ordinance passes, 7-0.

**Ordinance No. 4388-20**

An Ordinance authorizing the Indigent Defense Agreement with the Champaign County Commissioners to allow the City and County to receive partial reimbursement from the Ohio Public Defender Commission for the indigent expenses in the Champaign County Municipal Court.

President Hess called for a roll call for passage: Mr. Thackery, yes; Mr. Ebert, yes; Mrs. Collier, yes; Mr. Fields, yes; Mr. Hoffman, yes; Mr. Paul, yes; and Mr. Scott, yes.

Ordinance passes, 7-0.

**Ordinance No. 4517-20**

An Ordinance to amend the City of Urbana's Official Zoning Map by rezoning 121 Elbert St. (Parcel IDs: #K48-25-00-04-02-091-00 & K48-25-00-04-02-092-00) which is currently zoned R-2 Medium Density Residential District to M-1 Manufacturing District.

President Hess called for a roll call for passage: Mrs. Collier, yes; Mr. Fields, yes; Mr. Hoffman, yes; Mr. Paul, yes; Mr. Scott, yes; Mr. Thackery, yes; and Mr. Ebert, yes.

Ordinance passes, 7-0.

## **MISCELLANEOUS BUSINESS/WORK SESSION**

Mrs. Collier gave a suggestion for the upcoming Work Session agenda, a Newsletter. She stated that this Newsletter could be sent out to every resident. She added that Mr. Russell at the High School would be interested in designing it.

Mr. Paul mentioned his idea of City Council coming up with 3-5 goals for the year. He also stated this would be a topic to add to the agenda for the Work Session. He asked Council to bring their ideas to the Work Session.

Mr. Hoffman spoke of a television show that was taking applications to renovate portions of the City. He added that it would bring good press and that applications were due early February.

Mr. Bumbalough spoke about the Sidewalk Program for this year. He provided a hand out and stated that he would be more than willing to attend the Work Session to address and issues or concerns.

Mr. Crabill stated that there were still vacancies in the Shade Tree Commission. The same being the 1<sup>st</sup>, 2<sup>nd</sup> and 4<sup>th</sup> wards. He also spoke about the South Main Corridor Meeting. He stated it was a nice turnout.

Mayor Bean advised Council of a training session in Columbus on March 21, 2020, for new Council members. He also stated that he attended the Martin Luther King Celebration at the Methodist Church. He stated that it was a very nice ceremony and recommended that Council attend next year.

President Hess asked when the water rates were last raised. Ms. Boettcher said it was July, 2014. President Hess stated that Council may want to start to think of raising the rates. He also stated that the topics on the agenda so far would be Sidewalks, Council Rules, Newsletter, Goals and Communication.

Mr. Hoffman moved to enter into Executive session to discuss the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual

requests a public hearing. Mr. Fields seconded. Voice vote on approval: all ayes; nays none. from Mr. Hoffman.

Motion passes 7-0.

Mr. Thackery moved to adjourn to Executive Session and Mr. Paul seconded. Voice vote on approval: all ayes; nays none.

Adjourn to Executive Session at 7:12 p.m.

Mr. Fields moved to enter back into Regular Session and Mr. Paul seconded. Voice vote on approval: all ayes; nays, none.

Motion passes 6-0. (Mr. Hoffman absent)

Back in Regular Session at 7:32 p.m.

Mr. Fields move to adjourn and Mr. Paul seconded. Voice vote on approval: all ayes; nays, none.

Motion passes 6-0.

**ADJOURN AT 7:32 p.m.**

**NEXT SCHEDULED MEETING**

February 4, 2020, at 6:00 p.m.

---

Council Clerk

---

Council President

**URBANA CITY COUNCIL  
WORK SESSION MEETING MINUTES  
TUESDAY, JANUARY 28, 2020 @ 6:00 p.m.**

President Marty Hess called the work session meeting of the Urbana City Council to order at 6:00 p.m. City council attending: Gene Fields, Cledis Scott, Dwight Paul, Rich Ebert, and Mary Collier. City staff attending: City Engineer Tyler Bumbalough.

President Hess turned the floor over to Mr. Bumbalough to speak about the first topic on the agenda, Sidewalks, curbs and gutters. Mr. Bumbalough stated that the letters were put together today (193 letters), for the residents who will be included in the upcoming Sidewalk, Curbs and Gutters Program. The areas include, E. Water St., E. Lawn Ave., Finch St., and Ames Ave. He also stated that included with the letters is a FAQ that provided details to the program. He also stated that the deadline is April 29, 2020. He provided a handout which provides a flow chart of how the process is done. He also mentioned that the program goes along with the Paving Program. He advised that micro surfacing on E. Lawn and Water St. will begin July 17, 2020, and ending September 30, 2020, and this would be going out to bid tomorrow. Mr. Fields stated that he thought the letters would be going out a lot sooner. Mr. Paul stated that citizens need more than 90 days unless the City just does it and then assess the property. Mr. Bumbalough also stated that bids should all be in by March. He also stated that Ames Ave. and Finch St. are being coordinated with the Water Project. He also advised that all of this information is on the City's website. Mrs. Collier asked how long a resident has to pay the bill. Mr. Bumbalough advised that for the upcoming program, they would be billed in August and have through early September to pay. Further he stated if the debt is assessed to their property taxes, they are assessed every 5 years. Mr. Scott added that this was in option form. He also said that he would like to see the City not have to pay initially, but it is an option. Mr. Fields said that Council has been discussing this same topic for a long time. Mr. Bumbalough added that he felt the publicity that the program received last year, helped with getting the word out for upcoming programs. Mr. Bumbalough also stated that there is more interest for the concrete bid this year as well. Dottie Landis asked if there was a current formal method of assessment for the conditions of the sidewalks. Mr. Bumbalough stated there was not. President Hess stated there was no formal inspector. He further added that sidewalks are the homeowner's responsibility. Dottie Landis stated that all of the sidewalks in the City should be assessed. Mr. Scott stated there were only 2 members of the Engineering Department. He agreed that there should be someone to assess, but they are understaffed. Myron Feather made a statement as to home inspections, and why aren't the issue of curbs, gutters, sidewalks mentioned by the home inspectors. Mrs. Collier spoke about grants for sidewalk repair and Mr. Bumbalough advised there is grant monies available for low to moderate neighborhoods. President Hess stated that everyone should review what Mr. Bumbalough has handed out. Further he advised that Council has the authority to say sidewalks need to be put here, etc.



President Hess spoke on the next topic on the agenda, Council Rules. He stated that Council should review the rules and should any Council member want to update them, please do so.

Mrs. Collier spoke on the next topic, Newsletter. She stated that the City has 4,990 residents and a newsletter could be a great tool to get information to the residents. She said that there was a company who would be willing to prepare a newsletter at no cost, for they use advertising. She stated the newsletter could be up to 20 pages and they could provide free templets. 600 newsletters would be \$70.00, and 4,900 would be under \$500.00, if a newsletter goes out every 2 months. This amount would be for bulk postage.

President Hess spoke about the next topic, Communications. He stated that information had to get out to the people. He said that the people at the Spotted Cow would come and video Council meetings and put the meetings on any site of Council's choice. He further stated that it was time to get something done on this communication issue. He also stated that he could ask if they would come and try it out on the 2<sup>nd</sup> meeting in February.

President Hess spoke about the next topic, Water Sewer Rates. He said that an increase should be done regularly and this needed to be kept up with. He said by doing a little at a time would help.

Mr. Paul spoke on the next topic on the agenda, Goals. He stated that there should be some assignment for groups with Council. He spoke about communication and stated Council has to get organized. He had a list of some goals that Council might be interested in:

- Police Auxiliary
- Sidewalks
- Paving – finding more money for it
- Building Maintenance Codes – how to enforce it
- Increase visibility in cross streets
- Council members training – new members and/or annual training, etc.
- Obtaining a grant writer
- Street levy
- Water rates

Mr. Paul also stated that Mr. Thackery had some goals that Council might be interested in as well:

- Trash pickup – dumpsters
- Parking

President Hess stated that it may be a good idea that every Council member is assigned to a department.

Mr. Ebert spoke of removal of some street lights and making the airport a more useable entity.

**ADJOURN: 8:00 p.m.**



## Planning Commission

November 25, 2019, Meeting Minutes

### Attendance

- Members Present:** Eric Samuelsson; Richard Kerns; Rich Ebert; Bill Kremer; Kerry Brugger; Kim Gordon-Brooks
- Member(s) Absent:** Steve Brandeberry; Bill Bean
- Guests Present:** Adam Moore (Zoning & Compliance); Mary Collier (425 Eastview Dr.); John Packer (121 Fyffe St.)

### Call to Order and Pledge of Allegiance

- Action:** Richard Ebert called the meeting to order at 6:00 PM.

### Reading of Rules of the Meeting

- Action:** Richard Ebert read the rules of the meeting.

### Prior Meeting Minutes

- Action:** Eric Samuelsson made a motion to approve the meeting minutes from August 26, 2019. Kim Gordon-Brooks seconded the motion.
- Discussion:** None.
- Vote:** 6 (Yay) – 0 (Nay)  
**Motion passed.**

### New Business – Administrative Approval(s)

**Case # 1:** **PC-2019-012-A – 1111 E US HWY 36 – Tire Choice – Wall Sign Review.**

**Summary:** On October 25, 2019, the request for the installation of a wall sign at 1111 E US HWY 36 (formerly Monroe Muffler Brake) was approved by the Kerry Brugger – Director of Administration and Adam Moore – Zoning and Compliance Officer.

**Case # 2:** **PC-2019-013-A – 848 Scioto St. – Healing Hands Urgent Care – Wall Sign Review**

**Summary:** On October 25, 2019, the request for a new wall sign for Healing Hands Urgent Care at 848 Scioto St. was approved by the Kerry Brugger – Director of Administration and Adam Moore – Zoning and Compliance Officer.



## New Business – Application(s)

### Case # 1:

### PC-2019-014 – 121 Elbert St – John Packer – Rezoning Application

#### Application, Staff Comments & Recommendations:

Adam Moore read the application, provided the background and read the staff report to the Board. Mr. Moore stated that he met with Mr. Packer before the process began to understand what he was trying to accomplish. There were a couple of options to make this happen but thought the best, long-term solution was to have the property rezoned.

#### Testimony in Favor:

John Packer (Applicant – 121 Fyffe St.) – The building was built in 1862 and started out as a carriage house for the house next to it and then was converted into a chicken hatchery. The first pop bottle factory in Champaign County has inhabited this property as well as Hymen Manufacturing, who used the site for over 30 years. Mr. Packer has operated his woodshop in the structure since 1986 and his father used the building for his business before that. There has been a continuous business use at this property for a long time.

Mr. Packer stated that he might want to sell the property and would need the extra space and the rezoning to occur before that could be possible. Currently, the wood storage is off-site and would need to move that on-site before anyone would purchase the business.

#### Testimony Against:

None.

#### Discussion:

Kerry Brugger asked for clarification for parcel ownership surrounding the site.

Richard Kerns asked if there would be any fencing put up around the wood storage area. Mr. Packer clarified that a building would be put on the lot for material storage.

Kerry Brugger stated that he didn't believe there was much risk in rezoning this property. Didn't think heavy manufacturing would fit on the parcels, thus protecting the surrounding residential properties from any negative impact. Mr. Moore agreed with that assessment.

#### Action:

Kerry Brugger made a motion to **recommend to City Council that the two parcels requested be rezoned from R-2 Medium Density Residential to M-1 Manufacturing District.**

Dick Kerns seconded the motion.

#### Vote:

6 (Yay) – 0 (Nay)

**Motion passed.**

## Miscellaneous Business

#### Discussion

Kerry Brugger asked when our next meeting would be and if it would be in conflict with anyone's holiday travel plans. Adam Moore stated that at this point in time, no applications have been submitted for review in December.

Kerry Brugger also asked for confirmation that the Tree's Drive-Thru on E US HWY 36 where the billboard sign was being constructed is not within the City limits. Adam Moore confirmed the site is Urbana TWP jurisdiction.

Bill Kremer asked that the City look into the City Welcome signs. Kerry Brugger stated that the replacement/repair of those signs is in the works.

## Adjournment



---

**Action:** Bill Kremer made a motion to adjourn at 6:27 PM.  
Kerry Brugger seconded the motion.

**Vote:** 6 (Yay) – 0 (Nay)  
Motion passed.

Oak Dale Cemetery Board  
Meeting Minutes Friday December 20, 2019

COPY

Board Members Present: Lynn Reich, Jo Frasure, Bill Edwards, Tonya Barrett

Others Present: Bob Jumper, Kerry Brugger

Bill Edwards called the meeting to order at 3:00 PM

Minutes were reviewed from the November meeting. Lynn Reich made a motion to approve the minutes, seconded by Tonya Barrett. Motion unanimously approved.

New Business:

Kerry Brugger gave the Board an Oak Dale Cemetery pamphlet to review. Price increases were discussed and all felt a smaller increase would be more appropriate. There was discussion about designating a portion to perpetual care and the improvement fund. The Board discussed the pricing difference for Saturday burial based on time of day. Board thought it would be good idea to have one flat rate for Saturday burial regardless of time. New pamphlet won't be updated until Administrative Regs are approved. The Board can make recommendations on pricing at the January meeting.

Old Business:

Section 69: Bill Edwards made a motion to move forward with the planning of Section 69, seconded by Lynn Reich. Motion unanimously approved.

Kerry will follow up with Greg Butcher regarding preliminary plans for Section 69. Kerry will invite him to attend a Board meeting in the spring when he returns from Florida.

Open Positions: Bill Bean will need to appoint one new member and one Alternate member. Any suggestions need to be forwarded to Bill.

Updates from Bob Jumper: 4 Burials in December, 12 trees have been planted-some out of the Kerns Fund, others were Memorial Trees. Wreaths across American went much better this year. Last year was a learning curve for the DAR. The DAR talked with Bob about a project for the Cemetery-he has suggested a flag at the entrance.

Updates from Kerry Brugger: Kerry advised the Board John Bry reached out to him letting him know he will be coming back to the area in 2021. He is interested in doing another Cemetery tour. Kerry reviewed proposed Cemetery Budget. Kerry shared year end anticipated fund balances: Cemetery Trust Income \$9864.35, Mausoleum Trust \$6486.09, Cemetery Improvement \$2456.00 and Cemetery Trust Principal \$88,381.62. The Administrative Regs draft will be available at the next meeting.

Tonya Barrett made a motion to adjourn the meeting. This was seconded by Jo Frasure and unanimously approved.

Meeting adjourned at 3:44. We will meet again on Friday January 17, 2020 at 2:30 PM.

Respectfully submitted,

  
Tonya Barrett

City of Urbana  
Memorandum

Date: January 29, 2020  
To: Mayor Bill Bean  
From: Casey Evans, Committee Chairperson  
Subject: 2020 Health Insurance Recommendation  
Copy To: Chris Boettcher  
Liela Anderson

---

On January 29, 2020 the City of Urbana Health Insurance Committee, by a vote of 8 – 0 of the members present, recommend that the City of Urbana accept the renewal plan submitted by United Health Care for traditional and high deductible health insurance plans as presented by our broker of record, USI Insurance Services. The renewal is a 10 percent increase over the 2019 rates.

The committee also recommends that the City continue contributing to the employees' Health Savings Account at the current amount of \$1,700 (single) and \$3,400 (family).

The Committee recommends accepting the Delta Dental renewal offer at a 4.7 percent increase over the 2019 rates. EyeMed rates will remain the same.

The committee is dedicated to maintain health insurance costs for our fellow employees and the City of Urbana. Last year the committee recommended a 5.9 percent increase over the 2018 rates.

Respectfully submitted on behalf of the Committee,

  
Casey Evans

BB 1/29/20  
KB 1/29/20  
CB 1/29/20



**RESOLUTION 2414-20**

**A RESOLUTION CONFIRMING THE APPOINTMENTS OF RICHARD "DICK" KERNS AND EUGENE FIELDS, JR. TO THE HOUSING COUNCIL.**

**WHEREAS**, the Housing Council was established pursuant to O.R.C. 3735.69 as part of the Community Reinvestment Area program; and,

**WHEREAS**, the Housing Council shall make annual inspections of properties granted an exemption through the Community Reinvestment Area program under O.R.C. 3735.67 and also hears appeals under O.R.C. 3735.70; and,

**WHEREAS**, each person appointed to serve under this legislation shall possess the full authority of a member of the Housing Council, serve without compensation, and serve for only two years starting on January 1, 2020 and ending December 31, 2021 due to the Housing Council concluding its work in 2021; and,

**WHEREAS**, City Council appoints two persons to serve on the Housing Council.

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

**SECTION ONE:**

Council appoints Richard "Dick" Kerns, 222 Lafayette Ave., to the Housing Council.

**SECTION TWO:**

Council appoints Councilman Eugene Fields, Jr., 922 S. Walnut St., to the Housing Council.

**SECTION THREE:**

All actions of Council related to this legislation were conducted in open meetings pursuant to Urbana Codified Ordinance 107.01 and O.R.C. 121.22.

**SECTION FOUR:**

This Resolution shall take effect at the earliest time provided by law.


\_\_\_\_\_  
President, City of Urbana Council

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Clerk of Council

This Resolution approved by me this day of \_\_\_\_\_, of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Mayor, City of Urbana

|  |                      |                           |  |
|--|----------------------|---------------------------|--|
| Department requesting: Community Development |                      | Personnel: D. Crabill     | Director of Law review   |
| Expenditure? Y (N)                           | Emergency? Y (N)     | Public Hearing? Y (N)     | If yes, dates advertised:<br> |
| Readings required: (1) 2 3                   |                      |                           |  |
| First reading date: 2/4/20                   | Second reading date: | Third/Final reading date: |  |

Anticipated effective date if approved: 2/18/20

**RESOLUTION 2437-20**

**A RESOLUTION CONFIRMING THE APPOINTMENTS OF RONALD T. (TOM) COLES JR.,  
AND NATHANIEL P. (PAT) BASS TO THE TAX INCENTIVE REVIEW COUNCIL (TIRC)  
FOR CALENDAR YEARS 2020-2022.**

**WHEREAS**, the TIRC reviews and evaluates the performance of each enterprise zone agreement and community reinvestment area agreement; and,

**WHEREAS**, each appointee shall possess the full authority of a member of the TIRC, serve without compensation and serve a term of three (3) years, starting 01/01/2020 and ending 12/31/2022; and,

**WHEREAS**, the Mayor appoints two citizens of the City of Urbana to the TIRC, with confirmation by City Council (Council); and,

**WHEREAS**, the Council President appoints one member of the city's legislative authority to the City of Urbana TIRC, with confirmation by City Council (Council); and,

**WHEREAS**, this Council has determined, by reviewing all pertinent information, that it is necessary and in the best interest of the City of Urbana (Urbana) to make these appointments.

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

**SECTION ONE:**

Appointment by the Mayor of Ronald T. (Tom) Coles, 472 Scioto Street, to the TIRC is hereby confirmed.

**SECTION TWO:**

Appointment by the Mayor of Nathaniel P. (Pat) Bass, 641 S. Kenton Street, to the TIRC is hereby confirmed.

**SECTION THREE:**

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

**SECTION FOUR:**

This Resolution shall take effect at the earliest time possible provided by law.

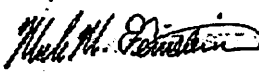
\_\_\_\_\_  
President, City of Urbana Council

PASSED: \_\_\_\_\_, of \_\_\_\_\_, 20\_\_\_\_

ATTEST: \_\_\_\_\_  
Clerk of Council

This Resolution approved by me this day of \_\_\_\_\_, of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Mayor, City of Urbana

|  |                      |                           |   |
|--|----------------------|---------------------------|---|
| Department requesting: Community Development |                      | Personnel: D. Crabill     | Director of Law review<br> |
| Expenditure? Y (N)                           | Emergency? Y (N)     | Public Hearing? Y (N)     |   |
| Readings required: (1) 2 3                   |                      | If yes, dates advertised: |   |
| First reading date: 2/4/20                   | Second reading date: | Third/Final reading date: |   |

Anticipated effective date if approved: 2/18/20

## Resolution # 2571-20

**A CEREMONIAL RESOLUTION IN SUPPORT OF THE GRANDWORKS FOUNDATION'S EFFORTS TO REVITALIZE AND RENOVATE THE GLORIA THEATRE IN DOWNTOWN URBANA AND TO OBTAIN GRANT FUNDING FROM THE STATE OF OHIO CAPITAL BUDGET THROUGH THE STATE'S CULTURAL FACILITIES GRANT PROGRAM**

WHEREAS, the GrandWorks Foundation recently nominated the renovation of the Gloria Theatre in downtown Urbana to the Dayton Region Priority Development and Advocacy Committee (PDAC) for regional ranking of projects that benefit the economic development, health, education or quality of life in the Dayton region; and

WHEREAS, after the ranking process was completed by this committee, regional projects were ranked and submitted to the legislature of the State of Ohio for consideration for capital budget funding; and

WHEREAS, the Ohio legislature will be considering cultural facilities projects that were submitted through the PDAC for state funding in the spring of 2020.

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

**Section 1:** The Urbana City Council is supportive of the GrandWork Foundation's efforts to obtain grant funding through the State of Ohio Cultural Facilities Grant Program to continue the Gloria Theatre Renovation Project.

Passed: \_\_\_\_\_

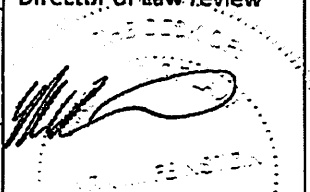
\_\_\_\_\_  
Council President

Attest: \_\_\_\_\_

Council Clerk

This Resolution approved by me this \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Mayor

|   |   |  |  |   |
|---|---|--|--|---|
| Department requesting:  |   | Personnel:   |  | Director of Law review<br> |
| Expenditure? Y <input type="checkbox"/> N <input checked="" type="checkbox"/> | Emergency? Y <input type="checkbox"/> N <input checked="" type="checkbox"/> | Public Hearing? Y <input type="checkbox"/> N <input checked="" type="checkbox"/> |  |   |
| Readings required: <input checked="" type="checkbox"/> 1    2    3            |   | If yes, dates advertised:  |  |   |
| First reading date:   | Second reading date:  | Third/Final reading date:  |  |   |

Anticipated effective date if approved:

## Resolution # 2572-20

**A CEREMONIAL RESOLUTION IN SUPPORT OF A LOCAL COMMUNITY GROUP'S EFFORTS TO NOMINATE THE CITY OF URBANA, OHIO AS A FILMING LOCATION FOR THE NEW HGTV SERIES CALLED *HOME TOWN TAKEOVER***

WHEREAS, HGTV has launched a nationwide call to find towns that could use some of the 'Home Town' touch; and

WHEREAS, *Home Town* is a television series on HGTV that restores and renovates homes; and

WHEREAS, a local citizen group has been working to prepare a submission to the producers of this new series by the February 7, 2020 deadline.

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

**Section 1:** The Urbana City Council hereby expresses support for the efforts of this local group of citizens who is nominating the City of Urbana, Ohio as a potential filming location for *Home Town Takeover*.

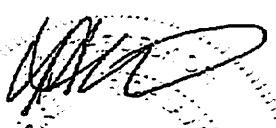
Passed: \_\_\_\_\_

\_\_\_\_\_  
Council President

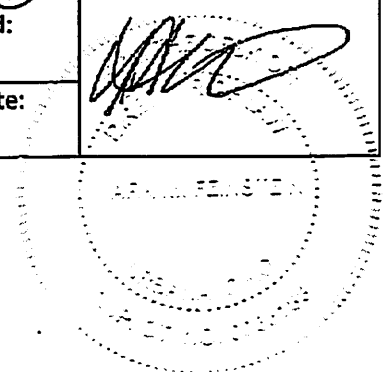
Attest: \_\_\_\_\_  
Council Clerk

This Resolution approved by me this \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Mayor

|  |  |   |   |
|--|--|---|---|
| Department requesting:   |  | Personnel:  | Director of Law review  |
| Expenditure? Y <input checked="" type="radio"/> N <input checked="" type="radio"/> | Emergency? Y <input checked="" type="radio"/> N <input checked="" type="radio"/> | Public Hearing? Y <input checked="" type="radio"/> N <input checked="" type="radio"/> |  |
| Readings required: <input checked="" type="radio"/> 1    2    3                    |  | If yes, dates advertised:   |   |
| First reading date:  | Second reading date:   | Third/Final reading date:   |   |

Anticipated effective date if approved:



**ORDINANCE 4519-20**

**AN ORDINANCE AUTHORIZING AND DIRECTING THE CHAMPAIGN ECONOMIC PARTNERSHIP (CEP) OF CHAMPAIGN COUNTY, AS AN AGENT FOR THE CITY OF URBANA, TO SELL AND CONVEY REAL PROPERTY WHICH IS OWNED BY THE CITY OF URBANA, AND DECLARING AN EMERGENCY.**

WHEREAS, the City of Urbana entered into an Agreement with the Community Improvement Corporation of Champaign County (also doing business as the Champaign Economic Partnership "CEP") dated as of May 28, 2015, pursuant to Resolution 2451-15 passed May 19, 2015, by the Urbana City Council, which Agreement designated the CEP as the agency and instrumentality of the City of Urbana for industrial, commercial, distribution and research development in the City of Urbana, and which Agreement remains in full force and effect; and

WHEREAS, the real property situated in the City of Urbana, Champaign County, Ohio and being more particularly described as parcels number K48-25-11-04-34-012-00 and K48-25-11-04-34-013-00, in Exhibit A attached hereto, which is fully incorporated herein by reference, is determined to not be needed or required for municipal purposes; and

WHEREAS, the Urbana City Council hereby determines that the sale of Premises to Habitat for Humanity (HFHCCO) will promote the welfare of the people of the City of Urbana, and the economy, provide employment, and assist in the development and to the benefit of the people of the City of Urbana and will provide additional opportunities for their gainful employment; and

WHEREAS, the City recommends to the CEP that the Premises be sold to HFHCCO under certain terms and conditions as determined by the Urbana City Council; and

WHEREAS, if HFHCCO does not comply with the terms and conditions as outlined below, the ownership of the Premises will automatically revert back to the City; and

WHEREAS, This Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public health, safety, and welfare of the City and for the further reason that this Ordinance is required to be immediately effective in order to allow the timely sale of Premises.

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

**SECTION ONE**

THAT the CEP, an Ohio non-profit corporation organized and existing under Chapter 1724 of the Ohio Revised Code, as agent for the City of Urbana, Ohio, is authorized and directed to sell and convey the Premises described in Exhibit A attached hereto, and fully incorporated herein by reference, to HFHCCO under the terms and conditions as reflected in the Letter of Intent to Purchase Property, dated January 31, 2020, Exhibit B, attached hereto and incorporated herein. Additionally,

- a) HFHCCO accepts the property as is, and is responsible for performing its own survey, preparation of the necessary Deeds, and to perform due diligence to verify the property's suitability for their use.
- b) HFHCCO will develop the property in accordance with all applicable City of Urbana Codes and Ordinances.
- c) The City of Urbana will transfer the property free of liens and execute its plan to extend the sanitary sewer north towards Fulton Ave. in time to allow HFHCCO to connect each home it constructs.

SECTION TWO

THAT, if Habitat for Humanity does not comply with the terms and conditions as outlined above, the ownership of the Premises will automatically revert back to the City of Urbana without further action required by the City.

SECTION THREE

NOW, therefore, this Ordinance shall take effect and be in force from and immediately after its passage and approval by the Mayor at the earliest period allowed by law.

PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Council President

Passed: \_\_\_\_\_

Attest: \_\_\_\_\_

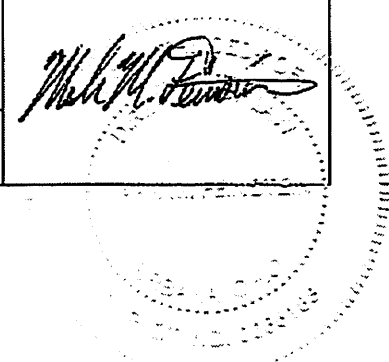
Council Clerk

This Ordinance approved by me this \_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Mayor

|                                 |                                   |   |                                       |  |                        |  |
|---------------------------------|-----------------------------------|---|---------------------------------------|--|------------------------|--|
| Department requesting: CEP      |                                   |   | Personnel: Marcia Bailey              |  | Director of Law review |  |
| Expenditure? Y (N)              | Emergency? (Y) N                  |   | Public Hearing? Y (N)                 |  |                        |  |
| Readings required:              | 1                                 | 2 | If yes, dates advertised:             |  |                        |  |
| First reading date:<br>2/4/2020 | Second reading date:<br>2/18/2020 |   | Third/Final reading date:<br>3/3/2020 |  |                        |  |

Anticipated effective date if approved: 3/4/2020



**Champaign County, Ohio - PRC  
Parcel: K48-25-11-04-34-012-00**

**GENERAL PARCEL INFORMATION**

Owner CITY OF URBANA  
 Property Address 108 RICHMOND ST  
 Mailing Address CITY OF URBANA  
 205 S MAIN ST  
 Tax District K48  
 School District URBANA CSD  
 Land Use 640 MUNICIPALITY  
 Legal Description RTS 11-05-24 \_\_ NW1/4 SEC 24

**TAX**

|                      | First Half | Second Half |
|----------------------|------------|-------------|
| Gross Property Tax:  | \$0.00     | \$0.00      |
| Reduction:           | \$0.00     | \$0.00      |
| 10% Rollback:        | \$0.00     | \$0.00      |
| 2.5% Rollback:       | \$0.00     | \$0.00      |
| Homeslead Reduction: | \$0.00     | \$0.00      |
| Special Assessments: | \$0.00     | \$0.00      |
| Delinquencies:       | \$0.00     | \$0.00      |
| Penalties:           | \$0.00     | \$0.00      |
| Due:                 | \$0.00     | \$0.00      |
| Collected:           | \$0.00     | \$0.00      |
| Balance:             | \$0.00     | \$0.00      |

**VALUATION**

|                    | Appraised | Assessed |
|--------------------|-----------|----------|
| Land Value         | \$2,710   | \$950    |
| Improvements Value | \$0       | \$0      |
| Total Value        | \$2,710   | \$950    |

**SALES**

| Date       | Instrument Type | Buyer          | No. Parcels | Sale Price |
|------------|-----------------|----------------|-------------|------------|
| 12/30/1899 | UNAVAILABLE     | CITY OF URBANA | 1           | \$0.00     |

**LAND**

| Land Type         | Dimensions | Dimension | Eff. Depth | F. Actual | Appraised |
|-------------------|------------|-----------|------------|-----------|-----------|
| A6 - PRIMARY SITE | 0.18       | ACRES     | 0          | 0         | \$2,710   |

**Champaign County, Ohio - PRC  
Parcel: K48-25-11-04-34-013-00**

**GENERAL PARCEL INFORMATION**

Owner CITY OF URBANA  
 Property Address 107 RICHMOND ST  
 Mailing Address CITY OF URBANA  
 205 S MAIN STREET  
 Tax District K48  
 School District URBANA CSD  
 Land Use 640 MUNICIPALITY  
 Legal Description RTS 11-05-24 \_\_ PT NW 1/4 SEC 24

**TAX**

|                      | First Half | Second Half |
|----------------------|------------|-------------|
| Gross Property Tax:  | \$0.00     | \$0.00      |
| Reduction:           | \$0.00     | \$0.00      |
| 10% Rollback:        | \$0.00     | \$0.00      |
| 2.5% Rollback:       | \$0.00     | \$0.00      |
| Homeslead Reduction: | \$0.00     | \$0.00      |
| Special Assessments: | \$0.00     | \$0.00      |
| Delinquencies:       | \$0.00     | \$0.00      |
| Penalties:           | \$0.00     | \$0.00      |
| Due:                 | \$0.00     | \$0.00      |
| Collected:           | \$0.00     | \$0.00      |
| Balance:             | \$0.00     | \$0.00      |

**VALUATION**

|                    | Appraised | Assessed |
|--------------------|-----------|----------|
| Land Value         | \$7,130   | \$2,500  |
| Improvements Value | \$0       | \$0      |
| Total Value        | \$7,130   | \$2,500  |

**SALES**

| Date       | Instrument Type | Buyer          | No. Parcels | Sale Price |
|------------|-----------------|----------------|-------------|------------|
| 12/30/1899 | UNAVAILABLE     | CITY OF URBANA | 1           | \$0.00     |

**LAND**

| Land Type          | Dimensions | Dimension | Eff. Depth | F. Actual | Appraised |
|--------------------|------------|-----------|------------|-----------|-----------|
| G1 - IRREGULAR LOT | 0.57       | UNITS     | 0          | 0         | \$7,130   |



January 31, 2020

Mr. Kerry Brugger  
Director of Administration  
City of Urbana  
205 S. Main St.  
Urbana, OH 43078

RE: Letter of Intent to Purchase Property at 107 and 108 Richmond St., Urbana, OH.

Dear Mr. Brugger:

The purpose of this letter is for Habitat for Humanity of Champaign County Ohio (HFHCCO), henceforth known as the "Buyer", to communicate its intent to purchase certain properties owned by the City of Urbana, henceforth known as the "Seller". In good faith, it is the intent of HFHCCO to agree to a Purchase Agreement on the terms set forth below:

**PURCHASE OF PROPERTY**

**Property:** The Property is hereby described as that certain real property located in the City of Urbana, Ohio. The properties are identified on the Champaign County Auditor's web site as 107 and 108 Richmond St in the city of Urbana. The parcels are further identified respectively as:

- K48-25-11-04-34-013-00 and
- K48-25-11-04-34-012-00

**Financing:** The purchase is contemplated to be a cash purchase at closing.

**Purchase Price:** \$9,840.00

**Due Diligence/Inspection:** The Seller agrees to provide all the data reasonably requested by Buyer. Buyer and its representatives estimate they shall need 25 business days after the receipt of all the requested due diligence materials. Buyer shall, at its expense, conduct the necessary site investigations. At the completion of the Inspection Period, Buyer may elect to continue with the Purchase Contract or terminate the Purchase Contract.

**Purpose of Purchase:** It is the intention of HFHCCO to construct one or more moderately priced homes on these parcels for the benefit of Champaign County residents and the City of Urbana.

**Property Access:** Seller shall cooperate fully with Buyer during the



**Inspection Period to ensure that Buyer and Buyer's agents have access to the Property.**

**Closing Matters:**

**Closing shall occur no later than fifteen (15) days following the expiration of the Inspection Period. Seller shall pay at or prior to closing all recordation fees and realty transfer taxes, including all state and county transfer taxes incident to the sale. Buyer shall pay for all costs of title insurance. Each party shall be responsible for the fees and expenses of its respective legal counsel.**

**Exclusivity:**

**Upon Seller's approval of this Letter of Intent, Seller shall not accept any offers or engage in discussions concerning the sale of the Property other than the transaction contemplated by this Letter of Intent until such time as Seller reasonably concludes that a mutually satisfactory Purchase Agreement is not achievable.**

**This letter is to outline initial terms for consideration only and is in no manner intended to obligate any party contractually and no such obligation shall arise unless/until a mutually satisfactory Purchase Agreement is fully executed by all parties, except with respect to the exclusivity clause. Except as expressly provided in this letter, neither Seller or Buyer may claim any legal rights against the other by reason of any actions taken in reliance upon this non-binding letter of intent, including but not limited to, any partial performance of the of the transaction contemplated herein, promissory, estoppel or otherwise.**

**Very truly yours,**

**HABITAT FOR HUMANITY OF CHAMPAIGN COUNTY OHIO**

**Richard W. Finkbine  
Treasurer**