

**URBANA CITY COUNCIL
REGULAR SESSION MEETING AGENDA
TUESDAY, JULY 23, 2019, AT 6:00 P.M.**

(The UCC Regular Session Meeting will be held in Training Room/the Municipal Building)

Call to Order

Roll Call

Pledge of Allegiance

Approval of Minutes

Urbana City Council Regular Session Meeting Minutes of July 9, 2019.

Communications

1. Charter Review Meeting Minutes of June 19, 2019. (See attached)

Board of Control

*****Footnote - \$2,501.00 - \$50,000.00 Purchase Order List for May and June, 2019*****

Citizen Comments

Ordinances and Resolutions

First Reading

RESOLUTION NO. 2535-19

A Resolution to authorize a fee waiver from the Local Government Jurisdiction in support of an application to The Affordable Housing Program of the Federal Home Loan Bank of Cincinnati by the co-developers of Legacy Place, and declaring an emergency. (May be passed on first reading)

Second Reading

Third Reading

ORDINANCE NO. 4507-19

An Ordinance to enact a transient lodging tax within the corporation limits of the City of Urbana and to repeal Urbana City Council Resolution No. 2045. (Sponsored by Councilman Patrick Thackery) (See attached amended version)

Miscellaneous Business

Adjourn

**URBANA CITY COUNCIL
PUBLIC HEARING
TUESDAY, JULY 9, 2019 AT 6:00 P.M.**

President Hess called the Public Hearing to order at 6:02 p.m. to discuss the proposed 3% transient lodging tax to be established under Chapter 177 of the Codified Ordinances of the City of Urbana. Urbana City Council is considering the passage of Ordinance No. 4507-19 to enact a transient lodging tax within the corporation limits of the City of Urbana and to repeal Urbana City Council Resolution No. 2045 (passed May 9, 2000) that originally enacted said tax. The proposed tax would be used to promote tourism and in support of economic development, community development and community planning. President Hess called the first Public Hearing closed at 6:11 p.m.

President Hess gave the floor over to Mr. Crabill for discussion.

President Hess called the second Public Hearing closed at 6:17. p.m.

**URBANA CITY COUNCIL
REGULAR SESSION MEETING
TUESDAY, JULY 9, 2019**

President Hess called the City of Urbana Regular Session Meeting to order at 6:17 p.m. City staff attending: Mayor Bill Bean, Director of Administration Kerry Brugger, Director of Finance Chris Boettcher, Director of Law Mark Feinstein, and Community Development Manager Doug Crabill.

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

MINUTES of the Regular Session Meeting Minutes of June 18, 2019 were presented for approval. Mr. Thackery moved for the approval of said minutes and Mr. Scott seconded. Voice vote on approval: all ayes, nays, none.

Motion passed 6-0.

COMMUNICATIONS

1. Design Review Board Meeting Minutes of April 22, 2019
2. City of Urbana Shad Tree Commission Minutes of October 11, 2019 and April 11, 2019.
3. Petition for Creation for Energy Special Improvement District and for Special Assessments for Special Energy Improvement Projects.
4. Urbana Energy Special Improvement District Project Plan
5. Magazine article of The Keystone regarding the City of Urbana.

Mr. Thackery moved to accept all of the communications. Mr. Paul seconded. Voice vote on approval: all ayes, nays, none.
Motion passed 6-0.

ADMINISTRATIVE REPORTS – BOARD OF CONTROL

1. Southeastern Equipment - \$158,814.43 (Capital Improvement Fund – Street)

This request was for a 2019 Case 621G Wheel Loader for the Street Department. This purchase will be finance over three years at 3.22% interest for the annual payment of \$54,727.65 (\$164,182.95 total cost)

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

Passed 6-0.

2. Murphy Tractor & Equipment - \$84,966.00 (Capital Improvement Fund – Street)

This request was for a Diamond Reach Arm 60” Rotary Mower.

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

Passed 6-0.

CITIZEN COMMENTS

ORDINANCES AND RESOLUTIONS:

First Reading –

RESOLUTION NO. 2560-19

A Resolution declaring the official intent and reasonable expectation of the City of Urbana on behalf of the State of Ohio (The Borrower) to reimburse its Powell/Bon Air Sewer Fund for the Powell to Bon Air Sanitary Sewer Project (OPWC Project No. CK01 W/CK02W) with the proceeds of tax exempt debt of the State of Ohio.

Mr. Thackery moved to put this resolution on the floor for discussion and possible passage. Mr. Fields seconded.

President Hess called for a roll call for passage: Mr. Paul, yes; Mr. Scott, yes; Mr. Thackery, yes; Mr. McKee, yes; Mr. Piper, yes; and Mr. Fields, yes.

Resolution passed 6-0.

RESOLUTION NO. 2557-19

A Resolution approving a petition for special assessments for Special Energy Improvement projects, a plan for public improvements, and the Articles of Incorporation for the creation and governance of an Energy Special Improvement District under Ohio Revised Code Chapter 1710; and declaring the necessity of acquiring, constructing, and improving certain public improvement described in the plan for

public improvements in cooperation with the Urbana Energy Special Improvement District; and declaring an emergency.

Mr. Thackery moved to put this resolution on the floor for discussion and possible passage. Mr. Fields seconded.

President Hess called for a roll call for passage: Mr. Paul, yes; Mr. Scott, yes; Mr. Thackery, yes; Mr. McKee, yes; Mr. Piper, yes; and Mr. Fields, yes.

Resolution passed 6-0.

ORDINANCE NO. 4508-19

An Ordinance determining to proceed with the acquisition, construction, and improvement of certain public improvements in the City of Urbana, Ohio, in cooperation with the Urbana Energy Special Improvement District and declaring an emergency. (Suspension of Rules Requested)

Mr. Thackery moved to suspend the three reading rule, and Mr. Fields seconded:

President Hess called for a roll call for passage on the suspension of the three reading rule: Mr. Scott, yes; Mr. Thackery, Mr. McKee, yes; Mr. Piper, yes; Mr. Fields, yes; and Mr. Paul, yes.

Motion to suspend the three reading rule passed 6-0.

Mr. Thackery moved to put Ordinance No. 4508-19 on the floor for discussion and possible passage. Mr. Fields seconded.

President Hess called for a roll call for passage: Mr. Thackery, yes; Mr. McKee, yes; Mr. Piper, yes; Mr. Fields, yes; Mr. Paul, yes; and Mr. Scott, yes.

Ordinances passed 6-0.

ORDINANCE NO. 4509-19

An Ordinance levying special assessments for the purpose of acquiring, constructing, and improving certain public improvements in the City of Urbana, Ohio, in cooperation with the Urbana Energy Special Improvement District; authorizing and approving an energy project cooperative agreement by and among the City of Urbana, Ohio, the Urbana Energy Special Improvement District, Urbana Hotel, LLC, and Pace Equity LLC providing for the financing of those public improvements; authorizing and approving a Special Assessment agreement by and between the City of Urbana Ohio, the County Treasurer of Champaign County, Ohio, Urbana Hotel, LLC, the Urbana Energy Special Improvement District, and Pace Equity LLC regarding those special assessments; and declaring an emergency. (Suspension of Rules Requested)

Mr. Thackery moved to suspend the three reading rule, and Mr. Fields seconded:

President Hess called for a roll call for passage on the suspension of the three reading rule: Mr. McKee, yes; Mr. Piper, yes; Mr. Fields, yes; Mr. Paul, yes; Mr. Scott, yes; and Mr. Thackery, yes.

Motion to suspend the three reading rule passed 6-0.

Mr. Thackery moved to put Ordinance No. 4509-19 on the floor for discussion and possible passage. Mr. Fields seconded.

President Hess called for a roll call for passage: Mr. Fields, yes; Mr. Paul, yes; Mr. Scott, yes; Mr. Thackery, yes; Mr. McKee, yes; and Mr. Piper, yes.

Ordinance passed 6-0.

Second Reading –

ORDINANCE NO. 4507-19

An Ordinance to enact a transient lodging tax within the corporation limits of the City of Urbana and to repeal Urbana City Council Resolution No. 2045. (Sponsored by Councilman Patrick Thackery)

President Hess declared this Ordinance to have its second reading.

Third Reading –

ORDINANCE NO. 4429-19

An Ordinance adopting the tax budget of the City of Urbana, Ohio, for the fiscal year beginning January 1, 2020; submitting the same to the County Auditor.

Mr. Scott moved to put this Ordinance on the floor for discussion and possible passage. Mr. McKee seconded.

President Hess called for a roll call for passage: Mr. Paul, yes; Mr. Scott, yes; Mr. Thackery, yes; Mr. McKee, yes; Mr. Piper, yes; and Mr. Fields, yes.

Ordinance passed 6-0.

ORDINANCE NO. 4506-19

An Ordinance authorizing and directing the enactment of a new five dollar (\$5.00) Permissive Motor Vehicle Tax according to the terms and conditions of Section 4504.173 of the Ohio Revised Code.

Mr. Thackery moved to put this Ordinance on the floor for discussion and possible passage. Mr. Paul seconded.

President Hess called for a roll call for passage: Mr. Paul, yes; Mr. Scott, yes; Mr. Thackery, yes; Mr. McKee, yes; Mr. Piper, no; and Mr. Fields, no.

Ordinance passed 4-2.

MISCELLANEOUS BUSINESS/WORK SESSION

Mr. Fields moved to adjourn and Mr. Thackery seconded. Voice vote on approval: all ayes, nays, none.

Motion passed 6-0.

ADJOURN AT 8:11 p.m.

NEXT SCHEDULED MEETING

July 23, 2019, at 6:00 p.m.

Council Clerk

Council President

CITY OF URBANA
CHARTER REVIEW COMMITTEE MEETING MINUTES
JUNE 19, 2019

Committee members in attendance were Charles Moody, Stephanie Trulove, Michelle Heflin, Earl Evans, Carrie Thomas, Amy Paul, and Kim Brooks.

Mr. Feinstein brought the meeting to order at 6:00 p.m. He stated that the guest speakers were Doug Crabill, Community Development Manager, and Councilman Pat Thackery.

Mr. Crabill began by stating that he has been with the City for approximately eleven years, beginning in the Zoning and Nuisance Department and also helped Carolyn Poe with grants for the City, and then took over for Mrs. Poe upon her retirement. He then was appointed as the Community Development Manager, and has been so for the past four to five years. He also stated that his salary is split between the Water/Sewer and General Funds. He stated that his position now is what he will stay focused on. Mr. Feinstein said that per the Charter, his position does exist.

Mr. Crabill stated that the section in the Charter discussing the revenue coming into the City (income tax) and the expenditures of Capital Improvement at 25% and Operating at 75%, he would not like to see change. He mentioned that the City of Springfield has a 90%/10% split and they got severely behind on Capital Management/Capital Improvement.

Mr. Crabill also discussed the topic of Home Rule and said that there is a lot of ability to rule by Home Rule. He also stated that during his eleven years at the City, Home Rule has never been used. He also said that he didn't feel as Home Rule is the right or wrong way to go, it just never has been really tested.

Mr. Crabill also stated that he felt that all Council members should be required to have records training, Sunshine Law training, as well as making Ohio Municipal League training mandatory. He also spoke on an attendance policy and stated that if you have committed to the position, you should be at all meetings.

He also said that with regard to legislation by Council to repeal, he feels that it should be a legislative procedure, not just a vote by Council. Mr. Feinstein added that any changes made to ordinances and/or resolutions of the Codified Ordinances, but follow the ordinance and/or resolution, and verified that with regard to a repeal, it must be in a form of legislation (ordinance/resolution), not vote only.

Mr. Feinstein said that the Charter gives legislative authority to Council and Council has gotten used to legislation coming from another source, such as another city. He also said that no one but Council and Law Director has legislative authority and all legislation should be sponsored by Council.

Mr. Crabill spoke about term limits and said that he is not an opponent of what is already written. He did mention that pertaining to the Boards/Commissions that are created by ordinances, he felt there were some inconsistencies there and this could be corrected by updating the Charter. He also stated the Planning Commission acts as the Design Review Board, and this is also another area the committee may want to look into. He also spoke about Land Uses, Section 209, and this should be considered as well. He also stated the Planning Commission's decision may be overruled by Council, by a simple majority vote, but maybe should be considered as a super majority vote.

Ms. Brooks asked if Mr. Crabill felt that his job description should be "revamped". Mr. Crabill advised that Mr. Brugger is working in this direction for updates on a lot of job descriptions. Mr. Feinstein asked Ms. Brooks if she was stating this should be in the Charter, and Ms. Brooks affirmed.

Mr. Moody stated that he felt that any training for Council would be beneficial, and he also inquired as to why hasn't the residents been charged the \$1.00 fee for the compost? Mr. Crabill stated that was the mystery question. Mr. Al Evans stated there was a plan that never took place. He further stated that the fee was for paying for a grinder and the mulch was to be sold, but what was happening is that outsiders from Logan County and Clark County came to dump at the compost and the City didn't want to charge residents for this. Councilman Thackery stated that Councilman Paul wanted to rescind the \$1.00 compost fee and then re-introduce the same.

Ms. Truelove stated that she felt the attendance policy was most appropriate. Mr. Crabill said that if there were medical reasons or vacations, he understood the absence, just not for ball games and such. He stated there is a balance and that this has been an issue for some time now. He also stated that Work Sessions are not well attended as they were in the past.

Ms. Cress asked if Mr. Crabill felt the number of members on Council, and the President being an elected position, is working well, or did he feel the President should be voted in by Council. Mr. Crabill stated that he felt that how it is written now, works well as it is designed.

Councilman Thackery began his introduction and said that he is a current member of the CEP Board, he is a Chairperson on the Visitors Board, and he is a business owner. He further stated that he takes education very seriously. He also stated that when he began on Council, the biggest hurdle for him was finding out who was who in the City. He also said that he didn't feel there is

any abuse of attendance by Council, but this was his personal opinion. He further said that he felt the job of the Council President was to control the Council meetings. He also stated that Council and Administration are working together very well right now and would hate to see too many changes in the Charter or government, as both have worked too hard to get where they are currently.

Mr. Al Evans stated that he felt that going to a ball game is not a good excuse to miss a Council meeting. He further stated that he felt there were some problems with Council right now.

Councilman Thackery also mentioned that there has been an event created, "Coffee with Council" that was to be held at the Firehouse. He stated this event would allow citizens to come in and speak with a few Council members about any issues they may have. It also would allow Council to communicate with the community about ideas or legislation that may need to be passed.

Mr. Al Evans spoke on the topic of the replacement of a Council member, if the need should ever arise. He further stated that he felt the position should remain open until the term is up. He asked Councilman Thackery his view on this topic. Mr. Thackery stated that he agreed with him on his view of leaving the position open for the remaining time of the term.

Ms. Cress asked Councilman Thackery if he felt that seven elected Council members and the President also being elected worked well. Councilman Thackery affirmed her question.

Mrs. Heflin spoke on the topic of term limits and asked Councilman Thackery's opinion on the same. Councilman Thackery stated that term limits are determined by elections and he felt that term limits hurt rather than help. Mr. Crabill said that he didn't think that term limits were there until the last Charter Review.

Mr. Moody stated that he like the number of members of Council.

Mr. Feinstein asked Councilman Thackery how he felt about the Mayor having the ability to veto Council's legislation. Councilman Thackery responded that he didn't like that but he would also have to consider that question a little more. Mrs. Paul stated that the committee should probably discuss this at some point.

Mr. Crabill stated that some level of orientation for new Council members, he felt is important, for right now, it is only optional.

Mr. Feinstein stated that at the next meeting, the Committee, by agreement, would be digging into the Charter for discussion and possible changes.

MEETING ADJOURNED – 7:10 p.m.

Next Meeting: July 17, 2019, at 6:00 p.m.

****Should you not be able to attend the meeting, please let us know****

Thank You!!!!

MAY 2019
PURCHASE ORDER \$2,501-\$50,000

PURCHASE ORDER # :	VENDOR :	PURCHASE ORDER AMOUNT :	DEPARTMENT :	EXPLANATION :	BOC APPROVAL DATE & VOTE:
25950	RELIANT MECHANICAL	\$ 3,795.90	PUBLIC WORKS	PREVENTATIVE MAINTENANCE FOR 2019	BOC=5/1/19(3)
25951	CT COMM	\$ 7,529.84	SEWER MAINTENANCE	LOCUST STREET FIBER DUCT REPAIR	BOC=5/1/19(3)
25952	WHITE'S SERVICE CENTER	\$ 39,931.20	P&F TAX LEVY-CAP IMPROV POLICE	2020 FORD EXPLORER SUV UTILITY (WITH TRADE OF CAR #32)	BOC=5/1/19(3)
25953	PERDUE TREE SERVICE	\$ 43,000.00	CAPITAL IMPROV-STREET	TREE AND STUMP REMOVAL (53 TREES AND STUMPS)	BOC=5/1/19(3)
25958	TOYOTA MATERIAL HANDLING OHIO	\$ 12,900.00	WRF	TOYOTA 3,000 LB CAPACITY ELECTRIC FORKLIFT	BOC=5/2/19 (3)
25972	WOODRUFF FENCE BUILDING	\$ 48,246.82	CAPITAL IMPROV-PARK	FENCE REPLACEMENT TO FIELDS #6, #11, #12 MELVIN MILLER PARK (ODNR NATUREWORKS GRANT ROUND #25)	BOC=5/8/19 (3)
25973	KOEING EQUIPMENT	\$ 6,000.00	STREET	JD BACKHOE-REVERSER REMAND & GASKETS	BOC=5/8/19 (3)
25974	RELIABLE TRANSMISSION	\$ 15,941.52	P&F TAX LEVY-CAP IMPROV FIRE	TRANSMISSION REPLACEMENT ON 1998 PIERCE	BOC=5/8/19 (3)
25986	H & S ASPHALT LLC	\$ 10,989.92	CAPITAL IMPROV-STREET	VARIOUS PATCHING AT 5 LOCATIONS : 2" PATCHING AT 644 MIAMI ST PARKING LOT, ALLEY OFF SCIOTO (BETWEEN LIL'S & PEOPLE'S), HAPPERSETT ST AND 1.5" PATCHING E WATER, EAST LAWN AVE.	BOC=5/15/19 (3)
25987	CAREWORKS COMP	\$ 2,520.00	ADMINISTRATION	BWC GROUP RETRO RATING PROGRAM	BOC=5/15/19 (3)
25988	HENRY P THOMPSON CO	\$ 6,800.00	WRF	REPLACEMENT TR50 WILD MIXER FOR SLUDGE HOLDING TANK	BOC=5/15/19 (3)

Chris Boettcher
Secretary

JUNE 2019
PURCHASE ORDERS \$2,501-\$50,000

PURCHASE ORDER # :	VENDOR :	PURCHASE ORDER AMOUNT :	DEPARTMENT :	EXPLANATION :	BOC APPROVAL DATE & VOTE:
26021	BERRY DIGITAL	\$3,000.00	NON DEPARTMENTAL	ANNUAL MAINTENANCE PLAN FOR NEW IMPROVED CITY WEBSITE	BOC= 1/30/19 (3)
26031	CHAMPAIGN EXCAVATING	\$3,160.45	SEWER MAINTENANCE	576 E CHURCH SANITARY REPLACEMENT (ONLY ONE BACKHOE & THERE WAS A WATER DIG & POOL PUMP REPAIR AT SAME TIME)	BOC= 6/5/19 (3)
26040	INNOVA DISC GOLF	\$3,325.00	CAPITAL IMPROV-PARK	9 DISC CATCHER PRO 28 DISC GOLF PERMANENT TARGETS WITH HARDWARE FOR PARK AND SHIPPING COST (ODNR GRANT)	BOC= 6/12/19 (3)
26041	FISHEL DOWNEY ALBRECHT & RIEPENHOFF	\$4,892.50	MISC NON DEPARTMENTAL	BWC CLAIM CASE	BOC= 6/12/19 (3)
26065	CHAMPAIGN COUNTY TELEPHONE	\$4,538.50	WATER	SURVELLANCE CAMERAS	BOC= 6/19/19 (3)
26066	TERRAN CORP	\$27,570.00	LANDFILL	SEMI ANNUAL GROUNDWATER SAMPLING 1ST HALF (JUNE) AND 2ND HALF (NOVEMBER)	BOC=6/24/19 (3)
26067	HORNER INDUSTRIAL GROUP	\$14,940.00	WRF	REPAIR OF AERATOR IN POST AERATION	BOC=6/24/19 (3)

Chris Boettcher
Secretary

Resolution # 2535-19

A RESOLUTION TO AUTHORIZE A FEE WAIVER FROM THE LOCAL GOVERNMENT JURISDICTION IN SUPPORT OF AN APPLICATION TO THE AFFORDABLE HOUSING PROGRAM OF THE FEDERAL HOME LOAN BANK OF CINCINNATI BY THE CO-DEVELOPERS OF LEGACY PLACE, AND DECLARING AN EMERGENCY.

WHEREAS, the Douglas Inn on Monument Square at 111 Miami Street in downtown Urbana has been vacant and underutilized since at least 2007; and

WHEREAS, the Urbana City School District has completed its project to construct new school buildings for the students of the Urbana community; and

WHEREAS, South Elementary School at 725 South Main Street and North Elementary at 626 North Russell Street are longer needed for educational purposes by the district; and

WHEREAS, Flaherty and Collins Properties or its affiliates is working with project sponsor, Residential Supports and Services, Inc., to redevelop the Douglas Inn, South Elementary School, and North Elementary School for approximately 51 units of affordable senior housing as part of a larger community partnership; and

WHEREAS, redevelopment of these existing buildings for new senior housing is the preferred alternative for these buildings versus demolition of these buildings and the creation of vacant land at these sites; and

WHEREAS, the City of Urbana desires to support the continued development of this project and an application being submitted by project sponsor, Residential Supports and Services, Inc., in partnership with co-developer, Flaherty and Collins Properties or its affiliates, to the Federal Home Loan Bank of Cincinnati for additional project funding through their Affordable Housing Program (AHP); and

WHEREAS, the project co-developers can earn one (1) point on their competitive application for the Affordable Housing Program (AHP) through the Federal Home Loan Bank of Cincinnati if the local jurisdiction grants a fee waiver within the jurisdiction in which the project is located, including waiving water or sewer tap fees, construction permit fees, zoning fees, etc.; and

WHEREAS, the fee waiver should produce a savings to the project of at least \$500.00.

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

Section 1: That the City of Urbana and Urbana City Council support the efforts of the project co-developers, Residential Supports and Services, Inc. and Flaherty and Collins Properties or its affiliates, to obtain the necessary financing resources through the Federal Home Loan Bank of Cincinnati's Affordable Housing Program (AHP) in order to redevelop these buildings for affordable senior housing.

Section 2: That a fee waiver of up to \$500.00 is hereby authorized for the Legacy Place project from the local government jurisdiction in the form of fee waivers, including but not limited to water and sewer tap fees, construction permit fees, zoning fees, etc.

Section 3: That this Resolution is hereby declared to be an emergency measure as this redevelopment project protects public health, safety, and welfare by restoring vacant buildings to productive use within the community.

Passed: _____

Council President

Attest: _____

Council Clerk

This Resolution approved by me this ____ day of _____, 2019.

Mayor

Department requesting: Community Development		Personnel: D. Crabill	Director of Law review
Expenditure? Y (N)	Emergency? (Y) N	Public Hearing? Y (N)	
Readings required: (1) 2 3		If yes, dates advertised:	
First reading date: 7/23/2019	Second reading date:	Third/Final reading date:	

Anticipated Effective Date: 7/23/2019