



THE CITY OF URBANA, OHIO

2012 IN REVIEW

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January 31, 2013

Dear Citizens of Urbana,

When you elected me as your Mayor in November, 2011, I committed to you that my focus would be to assemble a strong team to expand upon the work of previous administrations and be diligent in developing a solid relationship with City Council, making sure they know what is going on and how money is being spent. You may recall, my emphasis was on teamwork and taking a different approach to managing the City's operations. Rather than moving forward with an administrator with public administration experience, I felt it was in the best interests of the citizens of Urbana to bring someone in with a strong business and organizational development background to work with the real experts in their fields, the dedicated staff already in place.

In keeping with my promise to expand our economic development efforts, pursue available funding opportunities and prudently address deferred maintenance issues of our facilities and infrastructure, it is with great pride that I share a few of the successes of the past year with you. Please review the information that follows and let's build on our successes. With continued emphasis on teamwork, I believe we are in for bigger and better things. This is OUR community and when the administration, council, staff and citizens pull together, there are no boundaries.

Serving the Urbana community during 2012 has been an honor and a pleasure. My hope is that you have seen value in what your tax dollars have been able to provide during the past year.

Sincerely,

Bill

R. William Bean - Mayor

Urbana City Council

Urbana city council meets on the 2nd and 4th Tuesday of every month, unless a majority of council votes to change the schedule or add or subtract meetings as needed. All meetings begin at 7:00 PM and are held in the Municipal court room on the first floor of the city building. All regular meetings are taped for delayed telecast on the local access channels. All meetings are open to all citizens.

The current form of city council was established in 1978 by the charter committee. The council is composed of a total of seven members, one from each ward. The easiest/simplest way to determine wards is by splitting the city into quarters, using North and South Main streets and Scioto and Miami streets as the boundary. The 1st ward is the Southwest part of town and Eugene Fields is the councilman. The 2nd ward is the Southeast part of town and Al Evans is councilman, the 3rd ward is the Northeast part of town and Dwight Paul serves, the 4th ward is the Northwest part of town and Virginia Smith is our councilwoman. These boundaries are not exact, as they are determined by population and are adjusted as needed. We have 3 At-Large councilmen that are elected by the entire city. Larry Lokai, Bob Thorpe and Doug Hoffman serve as these council people. The elected positions all serve 4 year terms. The terms are staggered as not to have all members elected on the same year. The president of council presides over all meetings and has no vote unless to break a tie vote of council. The president of council becomes the 'acting mayor' in the mayor's absence or if the mayor is unable to perform the duties of mayor. Marty Hess is the current president of council. All council meetings are public, and the council clerk records all meetings and keeps all records in the council office. All council members contact information is on the Urbana City web site.

The duties of council are to legislate the laws of the city and appropriate the budget of the city. The city charter requires council have three readings on all laws passed, with the possibility of suspending these rules and passing the laws sooner. The mayor is required to present the city council with the budget for approval. Each council member is assigned a different city department to review that departments future budget requests. Ideally, the budget is passed in early December to give the administration the ability to proceed smoothly into the next year. The council recently adjusted the amount of monies that can be spent without the direct approval of council. The administration is able to spend what monies have to be spent in case of any emergency that affects the city's safe operation.

We encourage all to attend our council meetings to watch how government works, give input and meet your council members face to face.

Administration

Thanks to your input and dedication to the City of Urbana, many new processes and programs are now fully functional or in the process of being launched! We are here to serve our residents, as our Mission Statement reads:

“The City of Urbana, Ohio is committed to providing superior, cost-effective service that meets the needs of the community. We will seek to find ways to enhance the quality of life by providing a safe, secure environment for all citizens of the city.”

I look forward to the coming year as we begin to unfold the layers of a solid strategic plan, including efforts to focus on continued improvement in our local government environment, Economic Development, maintenance of City-owned property & infrastructure and community involvement. The City has maintained a stable, highly qualified, and competitive workforce despite the economic conditions of recent years, and the citizens should be proud of our highly-qualified staff and thoughtful and decisive City Council.

Each day holds new challenges, sparking initiative to improve. Paraphrasing a quote attributed to Abraham Lincoln, “Give me six hours to cut down a tree, and I’ll spend the first four sharpening the ax”, speaks to the importance of developing a solid strategy, proper planning and execution.

Thank you for your support during the 2012 transition and I look forward to a fruitful 2013. I’ve highlighted a few items from 2012, but listing all the improvements would be impossible, so I offer the following summary of the most significant impacts from each of our city departments.

Major Administrative Projects Completed

- Community Development Block Grant (CDBG) funding was utilized to complete the chairlift replacement project in the municipal building - total cost: \$68,203.00 (CDBG carry-over funds from FY10 providing 100%)
- Curbside Recycling Program: In 2012, the city’s residential curbside recycling contract with Waste Management expired.
 - Reviewed options for residents while assisting the North Central Ohio Solid Waste District in meeting the goals of its solid waste management plan.
 - Competitive bids were received from three vendors to maintain the existing residential curbside recycling program, and this bid process lead to a new contract with Waste Management. This new contract resulted in a 12% reduction in cost to residents as well as options for wheeled carts and small business recycling.
- Completed Urbana-Bellefontaine Connector, Phase 1 (Bike Path Extension)
 - Leveraged private dollars raised by Simon Kenton Pathfinders and in-kind donations to pair with \$444,500.00 in Clean Ohio Trail Fund dollars - final cost: \$530,280.00
 - City of Bellefontaine was awarded a Clean Ohio Trail Fund grant to complete the second phase of this bike path (early 2013), connecting Urbana and Bellefontaine.
- Remediation activities at the Former Fox River Paper Mill were completed through the Clean Ohio Revitalization Fund, including the installation of the groundwater treatment system for the treatment of process water. The installation of this system was a crucial piece of infrastructure, enabling Weidmann to begin operations in 2012, adding in excess of 100 new employment opportunities.
- Completed Phase 1 of the Safe Routes to School project, improving the safety of school zones in the city through various improvements:
 - Installation of sidewalks, curb ramps, striping, flashing school zone signage, etc.
 - The total construction cost was \$380,954.00 (Federal grants, through ODOT providing 100%)
 - Application for Phase 2 funding planned for early 2013.

Airport **Grimes Field**

Major Events/Projects Completed

- Airport Pavement Repairs: In 2012, major repairs were made to the pavements at Grimes Field, restoring these surfaces to optimal condition for pilots and allowing the allocation of future grant and capital dollars to go toward additional projects for infrastructure.
 - Pavement condition studies conducted by the Ohio Department of Transportation were used to determine the priorities for making these repairs
 - Repairs were made to Apron A1; Taxiway C was reconstructed using a combination of FAA and local funding - total cost: \$303,629.00 (FAA funds providing 95%)
 - Rehabilitation of Taxiway B; reconstruction of Apron A2 - ODOT Aviation Grant – total cost \$122,927.00 (ODOT funds providing 90%)
- Over 58,000 gallons of fuel sold
- Leases reviewed/updated/renewed for hangar rental
- April: Doolittle Raiders Reunion – an amazing event bringing thousands of B-25 enthusiasts to the airport and City – in excess of 16,000 gallons of fuel sold during this event
- June: Annual Pancake Breakfast – sponsored each year by our Pilot’s Club
- July: Annual Balloon Fest – each year the festival draws more and more tourists to the area
- July 4: Annual Fireworks display and Chicken Barbaque, sponsored by the Urbana Rotary
- August: MERFI (Mid Eastern Regional Fly In)

Sharing Our Vision for 2013 and Beyond

- An architect will be selected to study the feasibility of either reusing or replacing the existing terminal building – future FAA funding is allocated for renovation or replacement
- Plans to host more (flight) reunions with various interest groups (i.e. Vietnam, WWII, etc.)
- Continue aesthetic, operative, and safety projects through various grant opportunities

Cemetery

Oakdale Cemetery, formerly known as Greenwood Cemetery, was dedicated on July 19, 1856. Other than land expansion and additional mausoleum construction in 1994 and 2006, there has been little significant structural change in the past fifty (50) years.

“There is a natural sentiment in the bosom of man, as a general rule, strong in proportion to its cultivation and refinement, that, after life’s silver chord has been loosed, his resting place may be in some quiet sequestered retreat, removed at a proper distance from the hustle and conflicts of active life, when he may not be jostled in his narrow house; but where the emblems of truth and divinity may surround him, in all their native simplicity and grandeur. Where God breathes through the leaves of the undisturbed forest trees and smiles in the blooming flower! Such a place may this be!”

(Excerpt from 1907 Oak Dale Cemetery Handbook; page 12)

2012 Activity Summary: (numbers rounded)

Total

- | | | |
|---|-------------|-------------|
| • Review of operational statistics | | |
| ○ Lot Sales (43) | \$26,400.00 | |
| ○ Mausoleum Sales | \$47,600.00 | |
| ▪ Single Crypts (5) | | \$22,000.00 |
| ▪ Tandem Crypts (2) | | \$15,800.00 |
| ▪ Niches (10) | | \$ 9,800.00 |
| ○ Burials | \$49,400.00 | |
| ▪ Traditional (67) | | \$42,700.00 |
| ▪ Indigent (1) | | |
| ▪ Other (28) | | \$ 6,800.00 |
| ▪ 17 Saturday Burials | | |
| • Cemetery Fund: \$82,700.00 | | |
| ○ Purpose: Cemetery Operating Fund. | | |
| • Cemetery Trust Income Fund: \$1,100.00 | | |
| ○ Purpose: Accounts for the earnings of the various cemetery Trusts. | | |
| • Cemetery Trust Principal Fund: \$- 0 – (2012 income); \$88,400 (balance) | | |
| ○ Purpose: Funds donated for Perpetual Care. | | |
| • Cemetery Mausoleum Trust Fund: \$36,000.00 | | |
| ○ Purpose: Earnings to be used to supplement the Cemetery’s general operational expenses. | | |
| ▪ Principal can only be used for the development of additional mausoleum projects or perpetual care of the Cemetery | | |
| ▪ To receive 85% of net profits from the development and mausoleum sales and can only be used for the development of additional mausoleum projects or perpetual care. | | |
| • Cemetery Mausoleum Perpetual Care Trust Fund: Not Established Yet | | |
| ○ Purpose: To receive 15% of net profits from the development and mausoleum sales and is set aside for perpetual care of the Cemetery’s mausoleums | | |
| • Completed construction of topsoil storage building | | |
| • Identifying & prioritizing needed improvements, including facilities, grounds & equipment | | |
| • Identifying changes in the industry and shifts in demographics to adapt our operation | | |

Sharing Our Vision for 2013 and Beyond

- The primary focus for 2013 will be finalizing the initial upgrades to the cemetery house and relocating the Funeral Coordinator’s office to the 1st floor.
 - This transition will be more welcoming to the families, as they meet to discuss their burial needs.
- Continued effort to update and computerize burial information and cemetery mapping.
- Continued focus on maintaining and improving the current facilities, grounds and equipment.

Code Enforcement

The office of Code Enforcement (including the Planning, Zoning, and Nuisance divisions) promotes “...*the public health, safety, morals, convenience, and general welfare, establishing land use classifications; by dividing the City into districts, imposing regulations, restrictions, and prohibitions on the use and occupancy of real property; by limiting the height, area, and bulk of buildings and other structures; by providing for yards and other open spaces around them; by establishing standards of performance and design; and by providing for the administration and enforcement thereof.*” (City of Urbana Codified Ordinance 1101.01)

Major Projects Downtown

- Single family home (224 Scioto Street) converted-into an antique store, *Fruit Salad*.
- County Commissioners approved to demolish Champaign County Jail Annex (200 North Main Street).
- Rear of Sowles Hotel (111 Scioto Street) demolished due to structural complications. Front building was saved. Current work includes paint, window restoration, tuck-pointing, and partial new rear wall.
- Former *Catfish* building (14-15 Monument Square) was sold. City is working with new owner to remove a portion of the first floor addition and renovate the rear façade.
- Fifth Third Bank (225 South Main Street) pole sign was replaced with a monument sign.
- Methodist Church constructed a new building for the *WhereHouse* (110 West Church Street).
- *Pastry Kitchen* (117 Scioto Street) opened. Façade was updated with paint and new ornamentation.
- Boldman building (415 South Main Street) under renovation by Mr. Haney’s.

Major Projects in Commercial Corridor

- Dollar General approved to construct a 9,000+ sq. ft. building behind Champaign Bank.
- Community Mercy involved in 3 major projects:
 - Buckles building (1330 South Main Street) was converted into medical offices.
 - Wound Care Center (1430 E US Hwy 36) opened.
 - Big Bear building (212 Patrick Avenue) was altered to establish a storefront for the Well Child Clinic. The clinic occupied approximately 1/3 of the total building.
- Urbana University installed a large solar field to assist with powering campus. Later approved to install a meteorological tower north of the solar field in the native prairie grass field.
- Updates to the sign section of the Corridor Overlay recommended to City Council.
- Weidmann (1 Weidmann Way) and Rittal (1 Rittal Place) both constructed large paved areas. Weidmann for a truck turn-around and Rittal for additional employee parking.
- Farmer's Daughter (Miami Street) opened a bakery and shop in the house north of the restaurant. They converted Climber Cone into the Farmer's Daughter Dairy Barn.
- Baptist Church (401 North Main Street) site plan approved for north building addition and parking.
- Hot Head Burrito (669 Scioto Street) approved to convert old BP building into restaurant.

Operations Summary

COMMUNITY DEVELOPMENT DEPARTMENT	2012 REPORT
Zoning Division - (937) 652-4322	*All data approximate.
RESIDENTIAL PERMITS*	
Zoning Permits (#)	#
Single Family Dwellings	3
Multi-Family Dwellings	0
Attached Additions, Garages, Etc.	9
Associated Fees	\$350
Estimated Value of Construction	\$2,163,183
Accessory Structure Permits	#
Garages, Carports, Pole Barns	4
Decks, Patios, Porches, Pools	10
Sheds	15
Associated Fees	\$650
COMMERCIAL PERMITS*	
Zoning Permits	#
New Buildings	1
Attach Additions, Storage, Etc.	5
Associated Fees	\$698
Estimated Value of Construction	\$1,159,330
Accessory Structure Permits	#
Patio	1
Storage Building, Shelter House, Carport	4
Solar Field	1
Other	2
Associated Fees	\$150
Sign Permits	#
Wall	8
Monument	10
Pole/Pylon	0
Associated Fees	\$475
MISCELLANEOUS PERMITS*	
Miscellaneous Permits	#
Fence Permits	24
Right of Way Permits	18
Floodplain Permits	2
Associated Fees	\$1,075

COMMUNITY DEVELOPMENT DEPARTMENT	2012 REPORT
Zoning Division - (937) 652-4322	*All data approximate.
BOARDS AND COMMISSIONS*	
Design Review Board	16 Applications
Planning Commission	36 Applications
Building and Zoning Appeals Board	15 Applications
Board of Nuisance Appeals	1 Application

COMMUNITY DEVELOPMENT DEPARTMENT		2012 REPORT
Nuisance Division - (937) 652-4322		*All data approximate.
ACTIVITIES*		
Cases		
	Complaints Opened by City Employee	214
	Complaints Opened by Citizen Complaint	91
	Complaints Closed	329
Inspections		
	Inspections	1086
Notices		
	Letters Sent	86
	Certified Letters Sent	296
Court Cases		
	Court Cases	3
Right-of-Way Signs Removed		
	Right-of-Way Signs Removed	47
DEMOLITIONS*		
2012		
11 properties were identified as candidates for demolition by the Nuisance Division, Health District and Building Regulations. Demolitions are scheduled for 2013 and are to be paid for using the Moving Ohio Forward (MOF) grant.		
4 properties were demolished. All 4 demolitions were completed by the property owners. 3 of the 4 demolitions were due to fire damage.		
2011		
4 properties were demolished. 2 of the 4 demolitions were completed by the City of Urbana and paid for using the Neighborhood Stabilization Program (NSP) grant. The other 2 demolitions were paid for by the property owners. None of the demolitions were related to fire damage.		
2010		
11 properties were demolished. All 11 properties were demolished by the City of Urbana and paid for using the Neighborhood Stabilization Program (NSP) grant.		

Sharing Our Vision for 2013 and Beyond

- Planned Development
 - Continue to promote and encourage strategic development through use of Planning & Zoning Code and Heritage and Corridor Overlays.
 - Complete changes to Corridor Overlay sign section.
- Revitalize Residential Neighborhoods
 - Demolish blighted properties through use of Moving Ohio Forward program.
- Evaluate existing programs.
 - Create document that depicts successes of Heritage and Corridor Overlays.
 - Review Zoning Code and overlays and make recommendations to Planning Commission.
 - Review and implement new forms and procedures.
 - Review mowing program.
 - Review filing system.

Economic Development

Economic development defined: A program, group of policies or set of activities that seeks to improve the economic well-being and quality of life for a community by creating and/or retaining jobs that facilitate growth and provide a stable tax base. Economic development is not about one thing. It is a mixture of things that work together for the betterment of the community – economically.

Successes in economic development activities have been vital to raising the awareness of what our community has to offer. The recruitment of new businesses, expansion and growth of existing firms fosters lasting partnerships and provides stability to the community. The recent ORBIS and Rittal expansions and the processes at Weidmann coming on-line speak volumes for the manufacturers' commitment to the City. Completion of the water extension along S. Ste. Rte. 68 compliments the existing sanitary sewer and provides the vital link to potential expansion to the South.

When potential businesses visit the community, it is imperative that we are welcoming and provide an attractive "first impression". A firm resolve to reinvest in our infrastructure will further enhance our ability to maintain current businesses and attract new ones. Deferred maintenance of City-owned assets needs to be addressed to compliment the many improvements being made among the private sector, especially along the main corridors to the City.

2012 Key Accomplishments:

- "Made in Champaign" awareness campaign of our local manufacturers, their products and skill sets required
 - Display boards created with pictures of products, company and description
 - Rotating monthly library displays showcasing local companies
 - Monthly newspaper articles highlighting the companies
 - Speaking engagements showcasing the posters
 - Joint City and County proclamation "Made in Champaign" day honoring our local manufacturers
- Manufacturing Council
 - Quarterly meetings with representatives of the nearly 30 members
 - 2012 kick-off meeting held at The Hall Company
 - Business Expo conducted at Urbana University on October 18, 2012
 - 16 companies were represented
 - Event was open to the community with all Champaign County local high school districts attending (400 high school students)
 - Personal tours of local facilities with federal, state and local dignitaries
 - 6/22/12: Sarica, Weidmann and Rothschild's
 - 8/17/12: Rittal, ORBIS, Wicor, Sarica/Hughey & Phillips Mfg. and the Aviation Museum
 - 9/27/12: Rothschild and Hall Co.
 - 12/5/12 Ultra-Met, Desmond-Stephen Mfg.
- Growth/Expansion/Investment/Attraction
 - In cooperation with the Dayton Development Coalition (DDC):
 - Focused effort on Retention, Expansion & Recruitment
 - Referral system established for small business development
 - Responded to 25 inquiries for potential local site availability for:
 - Manufacturing
 - Logistics/Warehousing /Distribution
 - Retail/Commercial
 - Downtown site availability for small business development
 - Retention and Expansion visits increased by 30% in 2012
 - Three of the larger local manufacturers investment:

- \$7.8 M, 137K Sq Ft and approximately 170 new jobs
 - Private purchases of vacant or underutilized properties.
 - Former Cornnuts facility by Thermwell Products Co., Inc. (WB Marvin)
 - Coordinated Phase 1 assessment of property prior to purchase
 - Former Urbana Citizen building by joint efforts of the DAV & VFW
 - Former BP gas station by Hot Head Burrito
 - The City is represented at international and national tradeshow
 - Co-hosted and presented at DDC regional forum held at Urbana University on 7/11/12
- Community Outreach
 - Community Housing Improvement Program (CHIP)
 - CDC of Ohio, Community Development Consultants assists the City of Urbana in the disbursement of State and Federal funds to develop and/or redevelop in the areas of infrastructure improvement, housing and economic development.
 - The program funds are to primarily benefit low- to moderate-income persons.
 - 2012 program completed five (5) home repairs; four (4) private owner-occupied rehab projects, totaling approximately \$147,000.
 - Coordinating with townships, mayor and village administrators for economic development initiatives.
 - Johnson Township CRA
 - Establishing countywide data base of available properties, zoning, and infrastructure
 - Organized email system of “site selection” notification with three largest villages (North Lewisburg, St. Paris and Mechanicsburg) and City of Urbana
 - 6/6/12 - Organized and co-sponsored 1st “Go Green” electronic recycling event with Goodwill/Dayton – 33,400 pounds collected
 - Organized and monitor City Welcome Center in the Market St. entrance – available 24/7 for visitors to our community
 - Member of the planning committee responsible to organize and facilitate the Ohio Chautauqua weeklong community performances held at Urbana University
 - Monthly attendance at Chamber sponsored events such as B2B and First Fridays
 - Attendance at Ribbon Cutting ceremonies
 - Guest speakers at Champaign County Chamber Annual meeting, CCPA annual meeting and Leadership Academy/Economic Development Day
 - Secured two new tourism events for 2013
 - 6/15/13: Greater Ohio Bicycle Adventure - Urbana selected as the opening/overnight city
 - Anticipating 2,500 participants and an additional 1,000 visitors to the City
 - Extensive involvement from the local community, including businesses, organizations, corporate sponsors and individual volunteers.
 - 8/17/13: 401st Bomber Group reunion hosted at the Aviation Museum
 - Anticipating 250 WWII veterans and an additional 500 visitors to the City
 - Extensive involvement from the local community, VFW/DAV, Aviation Museum volunteers, and other volunteers
 - Coordination with 401st BG president Dale Anderson, Fairbanks Alaska

Vision for 2013 and Beyond

- **Community Awareness**
 - Continue library display to include service, retail and other businesses within Champaign Co
 - Monthly news items regarding economic development activities
 - Continue speaking engagements and various board memberships
- **Manufacturing Council**
 - Establish internship opportunities with UU and local high school districts
 - Establish vocational exploration opportunities between council members and local school districts
 - Continue quarterly meetings with specific topics for council members
 - Continue to foster ongoing relationship with Dayton Development Coalition and other entities for growth/expansion support
- **Countywide Economic Development**
 - Continue meetings with St. Paris, North Lewisburg, and Mechanicsburg village administrators to collect and organize data
 - Utilize LUC for zoning, infrastructure and utility maps of the villages and Urbana City
 - Create a spreadsheet for available properties
 - Create a site selection report for easier response to developer inquiries
 - Work with local developers for possible warehouse space
 - Increase visibility of Champaign County/City of Urbana as a viable place to do business
 - Update City website to include property listing and maps for Champaign County
 - Connect City website with Champaign County to improve communication
 - Continually update state websites (OhioOne and Sales Force) regarding available properties
 - Research and establish a revolving loan account for economic development activities

Engineering

Major Projects Completed

- South Main Street Water Main Extension was completed in May. The purpose of this project was to replace old 4" and 6" main along the east edge of pavement of U.S. 68 with new 12" water main. Once past the corporation limit, the 12" main continued all the way to Vancrest. A total of 6,000' was installed by prime contractor LeVan's Excavating. Hydrants, valves and reconnection of services were also included. Total construction cost was around \$400,000.
- Dugan Ditch Improvements, Phase 2 was also completed in May. Two new box culverts replaced old, deficient culverts at West Ward Street and Julia Street. Dugan Ditch cleaning then followed from North Russell Street all the way to Bloomfield Avenue. Trees and brush were cut back and the flow line smoothed out. This completed a sequence of projects aimed at alleviating constriction points along Dugan Ditch, therefore decreasing flooding potential. Total construction cost was around \$310,000. Prime contractor was J&J Schlaegel.
- Safe Routes to School, Phase 1 was completed in July. Of note are new handicap curb ramps all along Main Street and sidewalks in the 4th ward. Flashing school zone signs, two for each elementary were also provided by this project. Construction completed by Eclipse Company came in at a cost of around \$380,000.
- The City's annual asphalt paving program in June encompassed at least portions of the following streets: Poplar Street, Union Alley, Bloomfield Avenue, S. Kenton Street, Lincoln Street, N. Walnut Street, W. Powell Avenue, Washington Avenue and W. Light Street. Wagner Paving received the contract and completed work at an approximate cost of \$180,000.
- The Community Development Block Grant (CDBG) paid for more street paving in Urbana this year. As a result N. Rohrer Street, Fyffe Street and part of Gwynne Street received new asphalt at a total cost of about \$57,000. Work was completed in September by Wagner Paving.
- Phoenix Drive Reconstruction ended in November. A&B Asphalt led the project that rubbilized the existing 4"-5" thick concrete road in place and topped it with heavy duty asphalt. Phoenix Drive is finally ready to handle the large amount of truck traffic carried there. Costs totaled at roughly \$260,000.
- ODOT Urban Resurfacing took place in August and September. Miami Street and the middle section of Main Street were paved. Engineering coordinated with the Sewer Department, ODOT and A&B Asphalt (prime contractor) to replace most of the manhole castings along the project. The overall project is very smooth as a result. Total costs for both streets were estimated at about \$730,000.
- West Market Street Bridge Replacement Project is underway with the environmental review process started. Burgess & Niple was contracted to perform this review and submit to ODOT. The thought is to replace the existing, 100-year-old jack-arch bridge with a smaller box culvert in 2015. Currently, the bridge is in poor condition and posted for weight limit.

Miscellaneous Accomplishments

- Cemetery Topsoil Storage Building was constructed per engineering plans drawn in-house.
- Completed inspections for eighteen (18) right-of-way permits issued.
- Approximately ten (10) site plans were reviewed and approved.

- Recommended the purchase of LED lights for the downtown decorative light fixtures in 2013. Thorough investigation found the decorative fixtures will produce cost savings to the City at an estimated \$2,700 a year with return on investment of around four years.
- A GPS unit was used to locate all sanitary and storm manholes and catch basins (information attained will be used to update the utility map for both location and elevation). The Sewer Department will use this info for GIS purposes.
- A small widening at Washington Avenue and N. Main Street was designed and installed as well as a radius enlargement at W. Water Street and S. Main Street.
- Easements were obtained along Dugan Ditch and for the upcoming U.S. 36 project.
- A YMCA/Urbana City Schools/City of Urbana land swap was orchestrated to exchange land (north of the Y) establishing right-of-way.

Sharing Our Vision for 2013 and Beyond

- Our studies show that the Powell Avenue/Cemetery Sanitary Sewer Project will settle capacity issues for Bon Air Subdivision, provide for future house connections along State Route 54 and allow for City expansion to the southeast.
- Dellinger Road Improvements - a joint project with Salem Township to lower the hill just east of the Dellinger Road/Julia Street intersection. This project, slated for late 2013, will also extend the sewer lines for that area further east.
- U.S. 36 East Improvements project combines three funding sources once it is completed in 2015. The project incorporates funds to install curb and gutter, sidewalks, a storm system, decorative lighting, trees and a new asphalt overlay for the area starting at Berwick Drive and extending to Lippincott Lane. As a supplemental precursor to this project: Berwick Drive Storm Project, Yutzy Cheese – YMCA Storm Project and Community Drive Storm Project were all recently designed.
- We will apply for Phase 1 Water and Sewer Replacement funding in late 2013. Plans call for new 8” water main and 8” sewer main on six blocks of E. Court, E. Church and E. Ward Streets along with connectors on side streets. Wooddale Drive and Amherst Avenue will both receive new 8” water main as well (once utility installation is completed, affected will be resurfaced).
- Additional asphalt paving projects include funding from the City, ODOT and a Community Development Block Grant. Streets to receive new pavement include S. Main, S. Walnut, N. Walnut, Finch, Patrick, College, Laurel Oak, E. Light and the parking lot across from the city building.

Fire & EMS

Major Initiatives Completed

- Reduced recall overtime costs by over 75 percent from 2011
 - Dedication, focus and determination assisted in compensating for man-hours missed through injuries and medical leaves
 - Result – maintaining a full-time position which was originally sponsored by the Staffing for Adequate Fire and Emergency Response (SAFER) Grant. This grant is set to expire in April of 2013 – we are now able to retain the position through the end of 2013 with the savings incurred.
- Adjusted the ambulance fee structure to optimize collections
 - Changed from a “one-fee” schedule to separate fee schedules for Basic Life Support (BLS) and/or Advanced Life Support (ALS) 1 & 2.
 - Increased revenue from \$405,620 in 2011 to \$424,870 in 2012.
- Continued to negotiate fire and EMS contracts with the surrounding townships
 - Urbana Township signed a 4 year contract in early 2012
 - Union Township elected to negotiate a 1 year contract, with same specifications as 2011
 - Salem Township negotiated a 1 year contract with same specifications as 2011 – also adding the territory from State Route 296 to Lippincott Road for EMS protection only
 - Concord Township (new participant) sought coverage for EMS only in the former Mac-O-Chee EMS district.

New areas to generate approximately \$35,000 of revenue for 2013.

- Welcomed firefighter Adam Puhl to our team on July 2. Adam brought with him several years’ experience in the fire and EMS field through his experience near Athens Ohio.
- The Insurance Services Office (ISO) performed their annual inspection of the fire division
 - ISO rating establishes insurance rates in our response area.
 - The City of Urbana was rated a 4 (very good) and the townships were rated a 4/10 (range is from 1-10; 1 indicating the best, 10 defined as ‘No Coverage’)
 - They measure equipment, personnel, the water distribution system, and communications
- Initiated a CPR program for the community – educating our citizens to the importance and teaching the correct administration of CPR, knowing that this knowledge will someday help to save a life!
- Champaign County Health Department requested our assistance in offering a car seat safety program. Statistics show that over 80% of car seats are installed incorrectly.
 - Assistant Chief Jeff Asper and FF/PM Chris Logan each became a certified car seat inspector – offering a variety of opportunities for the public to check for proper installation
 - The Urbana Fire Division is now authorized to administer car seats to families not able to afford them through grant money from the Champaign County Health Department.
- Assistant Chief Asper and several other paramedics continue to teach student athletic trainers at Urbana University how it deal with spinal injuries and how to assist with setting up landing zones if a medical helicopter is needed during a sporting event.
- In November of 2012, Chief Keller traveled to Johnstown Pennsylvania to attend a wind turbine safety meeting for the Adams County first responders.
 - The meeting discussed various issues that may arise with wind turbines and safety precautions
 - Chief Keller accompanied a service technician to look at all components of the wind turbine including going up to the top of the turbine to see how they work and what needs to be done

if there is an emergency

- Later that month Chief Keller testified in front of the Ohio Power Siting Board regarding the needs/concerns of future wind farms from a fire department perspective

Operations Summary

	2012	2011	2010	2009	2008	2007	2006
EMS Runs	1912	1849	1885	1745	1873	2029	1724
City	1529	1469	1460	1342	1446	1549	1326
Rural	356	362	398	382	378	429	371
Mutual Aid	27	18	27	21	49	51	35
Motor Vehicle Accidents	113	138	148	148	145	142	140
City	55	74	76	76	81	76	66
Rural	52	59	72	72	64	66	74
Mutual Aid	6	5					
Fire Runs	451	446	515	548	697	595	454
City	323	334	380	356	507	425	327
Rural	101	80	107	158	151	132	107
Mutual Aid	27	32	28	34	39	38	20
Fire Loss							
City	\$398,826	\$476,800		\$76,200	\$431,712	\$237,510	\$159,550
Rural	\$58,320	\$55,600		\$157,200	\$915,261	\$503,030	\$30,650
City Property Saved	\$1,333,249	\$1,346,500		\$7,653,640	\$8,959,658	\$2,575,890	\$11,758,005
Rural Property Saved	\$160,530	\$60,400		\$1,811,310	\$7,456,390	\$815,000	\$3,924,200
Receipts							
EMS Receipts	\$424,870	\$405,620	\$432,204	\$445,155	\$358,426	\$376,993	\$343,098
Other Receipts	\$215,979	\$174,105	\$208,866	\$160,081	\$156,502	\$206,283	\$142,607
Training Hours	5618	6104	6023	6035	7069	6369	4987
Vehicle Maintenance Hours	169	28		166	1043	201	230
Initial Inspections	192	77		155	125	128	105
Fire Drills	26	38		31	25	48	29
City Re-inspections	179	9		18	29	84	39
Township Re-inspections	5	20		39	30	18	27
Contractor Activities	38	67		55	56	59	61
Consultations	85	15		39	21	15	34
Lectures/Tours	28		10	28	32	29	31
Number of Adults	172		75	676	562	305	581
Number of Children	2623		397	1816	2000	1997	2200
Vacation Hours Used	3848	5018	4273	5079	4924	4217	4355
Sick Hours Used	*4191	*3641	2153	1504	2019	2683	2709
Comp Hours Used	936	1017	1011	1485	1350	1877	2202
Personal Hours Used	548	722	633	899	757	647	848
Duty Overtime Hours		1339	1996	2299	2393	2723	3192
Training Overtime Hours		294	24	351	632	574	406
Holiday Hours Earned		1699	783	2155	1945	2190	1867

Sharing Our Vision for 2013 and Beyond

- Contract with an outside billing service to outsource our ambulance billing (potential to dramatically increase revenue from previous years)
- Move EMS reporting to digital (instead of using paper).
 - Toughbook computers placed in the ambulances; software utilized allowing EMS data entry to be more efficient and third party billing friendly
 - Computers will also be placed in two fire engines, allowing easier access to preplans of buildings and hydrant information
- Currently, the Urbana Fire Division does not have a fire training simulator or area to maintain competency in Fire, EMS, Haz Mat and Rescue situations. We will look at constructing an inexpensive fire training lab that will be able to accommodate these training sessions. In the past we have to look for houses that we can burn for this type of training. These can be costly to set up for training. We can build the fire lab using intermodal containers and having areas that we can burn in for our annual live fire training. This in turn will help improve our ISO rating in the future.
- In the past we have tried to replace ambulances every 5 years. We have been unable to do this due to the economy. We will need to replace an ambulance as soon as we can but the capital money has not been available. In 2015, the building expansion will be paid off and will free up some funds for these purchases. We would like to purchase a new ambulance and we also need a new fire engine. E2 will be 30 years old at this time. Chief Keller is currently looking into possibly purchasing the Urbana Township Vehicles in order to have all the fire division vehicles owned by the city. At this time it is a little early for detailed discussion but talks have started this year.

Parks & Recreation

The Urbana City Park system, headquartered at 731 Children's Home Road, encompasses over 120 acres and provides a variety of recreational opportunities for the citizens of the community. Included in the Parks and Recreation Division is the operation and maintenance of Melvin Miller Park, along with smaller City Parks including, Gwynne Street Park, Barbara Howell Park and the Roadside Park.

Offerings at Melvin Miller Park include thirteen (13) baseball/softball fields, thirteen (13) soccer fields, one (1) football field, two (2) basketball courts, four (4) tennis courts, three (3) handball/racquetball courts, The Wendell Stokes swimming pool, three (3) playgrounds, three (3) shelter houses with picnic tables, a twelve (12) acre "Frontier Land", with playground equipment and unpaved trails, and a two (2) acre fishing pond.

Our Gwynne Street Park is located at 251 Gwynne Street and offers one (1) baseball/softball field, along with a swing set. Barbara Howell Park, located on E. Market Street consists of one (1) basketball court, a shelter house with picnic tables and a playground area. The Roadside Park at East State Route 29 provides two (2) shelter houses.

Operations Summary:

- Misc. Park Activities
 - Adult Softball
 - 27 Teams playing in Spring and Fall
 - 8 Tournaments
 - Park staff prepared fourteen (14) fields daily for UYS baseball, softball, soccer and football as well as the special weekend tournaments.
 - Worked with the Champaign County Arts Council to provide 4 Concerts in the Park
 - Rentals
 - 124 Shelter Rentals
 - 20 "The Deck" Rentals
 - Park staff, in collaboration with Elmo Layman, removed forty (40) trees infested with the Emerald Ash Borer.

- The Wendell Stokes Swimming Pool
 - Total Revenue of \$52,048.00 was a direct result of the following activities:
 - 200 Season Memberships (Compared to 153 in 2011)
 - 300 Swim Lessons (Three Sessions) (Compared to 144 in 2011)
 - 30 Pool Rentals (Compared to 20 in 2011)
 - 5 Complimentary (UYS, UPD, ST, YMCA, Team Zoe) (3 in 2011)
 - 58 Swim Team members (Compared to 45 in 2011)
 - 4 Home Swim Meets (Compared to -0- in 2011)

Chris and the Park staff worked closely with Urbana Youth Sports (UYS) to support the growing number of youth activities located within the Park system.

Urbana Youth Sports (UYS) was established in 2005 in an effort to bring the individual citizen-run youth sports programs at the park stronger and more in line with the demands of the community. UYS started with Urbana Youth Baseball and Urbana Youth Soccer, and was soon followed by Urbana Little Climbers Football and Cheerleading. The Miracle Youth League started their league and joined UYS in 2007. In 2011 the Urbana Swim Team and Urbana Club Softball joined UYS. All UYS programs are organized and run with volunteers and all activities are conducted at Melvin Miller Park.

UYS mission statement reads: "Urbana Youth Sports is a support program for recreational youth sports programs based in Urbana, Ohio and its purpose is to assist in the structure, finance and administration of youth sports programs for the benefit of the families that reside in the Urbana and Champaign County area."

UYS website is up and running: www.UrbanaYouthSports.com and their e-mail address is SportsInfo@ctcn.net. A new phone number, 937.653.3424, is now in service.

- Review of Urbana Youth Sports 2012 operational statistics:
 - Baseball/Softball (including 4 teams & 39 children in the Miracle Youth League)
 - Over 70 Teams
 - Over 500 Participants
 - 124 Volunteers
 - Swim Team (4 Home Meets)
 - 6 Teams
 - 58 Participants
 - 50 Volunteers
 - Soccer
 - 41 Teams
 - 419 Participants
 - 129 Volunteers
 - Football
 - 12 Teams (including 10 area teams)
 - 47 Local Participants
 - 27 Volunteers
 - Football Cheerleading
 - 12 Teams (including 10 area teams)
 - 31 Local Participants
 - 6 Volunteers
 - Club Softball
 - 12 Teams (including 11 area teams)
 - 14 Local Participants
 - 3 Volunteers
 - **Total 2012 UYS Involvement**
 - **156 Teams (including area teams)**
 - **1109 Local Participants**
 - **339 Volunteers**

Sharing Our Vision for 2013 and Beyond

- Baseball, Soccer and Driveway & Parking area improvements
- Evaluate possible expansion of current UYS Building to accommodate additional events

Police

“We, the members of the Urbana Police Division, pledge to provide professional, quality service with integrity and teamwork, to keep Urbana a pleasant place to live, work and visit.”

Major Initiatives Completed

- Citizen Survey of Police Services
 - Beginning in January we instituted a monthly *Citizen Survey of Police Services*. We issued division wide monthly and quarterly reports on our findings. Our goals:
 - To identify levels of satisfaction from those surveyed.
 - To identify areas of concern regarding the service provided by the respective employee.
 - To let the officers know that the representative work and effort they are providing for the city and our police division is going to be reviewed periodically.
 - The Survey acts as a **“Report Card”** from the perceptions of our community members.
- Shift Level Reviews
 - Beginning in January we instituted monthly *Shift Level Reviews* of each Patrol Unit and the Investigative Unit conducted by the respective Sergeant of the Unit. We require monthly reviews to be completed which serve as an internal “Report Card” from the supervisor on the monthly activities of their employees. Our goals:
 - To ensure that the goals of the Administration and the Shift are being met.
 - To ensure we are working efficiently to complete timely case investigations to bring closure to open cases.
 - To ensure we are doing all that we can to provide appropriate training opportunities for the employees.
 - To ensure we are championing and celebrating outstanding efforts and successes of our officers throughout the month.
 - This process keeps supervisors on top of issues involving employees. These reviews offer a perfect opportunity for supervisors to address any shortcomings the administration or they observe involving an employee and are shared privately.
- Outreach Efforts in 2012

We believe we must continue to meet the needs of our community in as many ways as possible by providing various Outreach efforts that help us to develop lasting partnerships and to strengthen professional relationships in our community.

 - Mascot “Officer Stanley” *New in 2012* appearances at Community events and classroom presentations
 - Are You Okay? (RUOK) *New in 2012* Safety checks for our elderly & homebound / year round
 - FOP Easter Egg Hunt *New in 2012* April
 - Safety Town *New in 2012* June
 - Drug Drop-off / July
 - UPD/FOP – Community Night Out / August
 - FOP Halloween Treats / October
 - FOP Community Christmas / December
 - Criminal Justice Internships / 2-3 per year
 - Public Speaking & Crime Prevention programs / year round
 - FOP high school scholarships for Criminal Justice majors
 - FOP sponsorship of Youth sports teams

- FOP Fair purchases
- Promotions
 - Seth King was promoted to Lieutenant on January 12, 2012
 - Josh Jacobs was promoted to Sergeant on May 10, 2012
- Awards & Commendations
 - January 14, 2012, Officer Chris Snyder was presented with a Division “Life Saving” award for his quick actions to move several people out of danger during a large apartment complex fire on Finch Street.
 - Throughout 2012 eleven different officers were recognized with a Division Commendation letter from the Police Chief for their outstanding efforts on various police related cases or outreach programs
 - December 18, 2012 seven officers were presented with induction into the American Police Hall of Fame for their efforts in the investigation, arrests and convictions of five people for the Jessica Rae Sacco homicide in March of 2012.
- Professional Responsibility Investigations

In 2012 there were four Professional Responsibility Investigations conducted to ensure the integrity of the Division and its employees. PRI’s are conducted whenever there is an allegation made that a violation of police policy and/or standard of conduct has occurred. All four 2012 cases were concluded as being unfounded after an internal investigation was completed by the police administration.
- Student Internships

The police division helped three college criminal justice majors complete their course internships for their degrees with our agency. The three students were from Urbana University, Clark State and the University of Cincinnati.
- New Equipment in 2012
 - Renovated UPD locker room (work completed by our employees)
 - New Mobile Data Computers (3)(FREE – paid for by a Statewide Homeland Security grant in recognition of Chief Lingrell’s involvement with District 4’s executive committee)
 - New Cruisers (2)
 - New Carbine rifles (2)
 - New Evidence / Property bins (20) (FREE – donated to the UPD by ORBIS)
 - New Covert Trail cameras (2) & a Patrol digital camera
 - New Speed Radar (FREE – due to our involvement in Statewide Safety programs)
 - New Portable Breath Testers (3) (FREE – paid for by the Champaign County Drug Free Youth Coalition in recognition of the UPD’s integral involvement)

Operations Summary

	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>
Calls for Service	16,167	13,511	12,913	14,804
Arrests	1840	1391	1214	1475
Felonies	301	161	151	243
Misdemeanors	1539	1230	1063	1232
Offense Reports	2049	1716		
Homicides	1	1	0	0
Robberies	3	7	4	1
Burglaries	93	112	55	51
Rapes	9	2	5	16
Sexual Assaults	16	28	15	27
Assaults	142	112	154	171
Thefts	516	387	369	373
Auto Thefts	21	28	10	6
Forgery/Fraud	68	75	55	28
Vandalism/Criminal Damaging	240	161	122	124

Drug Offense	158	111	107	173
Traffic Citations	1695	977	844	1336
OVI's	105	89	99	152
DUS's	224	88	154	223
Speed	493	196	89	322
Traffic Control Device	91	54	96	91
Parking Citations	232	266	253	250
Crash Reports	419	349		
Fatal Crashes	1	0	0	0
Mental Health Complaints	154	116	82	124
Suicide (includes attempts)	41	33	22	29
Curfew	14	39	36	41
Alarms	454	325	447	562
Dead Body (non-criminal)	16	21	26	20
Business/House Checks	946	286	163	175

Sharing Our Vision for 2013 and Beyond

- We will continue with the open homicide investigation of Louis Taylor which occurred on October 24, 2011 (he died on November 17).
- Continue to address and expedite the increasing amount of sexual abuse investigations occurring - oftentimes involving juvenile victims and within families. These are very sensitive investigations, requiring not only numerous investigative hours but, additional time spent networking with the various agencies involved (CART team, Children's Services, School contacts, Hospital/Sexual Assault protocols, Crime Labs for our evidence, Prosecutors, Judges, etc.). We currently have no open investigations in this category.
- With the alarming increase in mental health related complaints, our department will focus on new initiatives, public awareness programs, and investigative procedures to help deter this situation
- Continue to explore and implement procedures and technology to aide in our ever-diligent Drug Enforcement Policies.

PUBLIC WORKS

Water

The City of Urbana is committed to consistently deliver a water supply that meets or exceeds all health, safety and quality requirements of state and federal mandates. In addition to supplying safe drinking water, the Water Division also supports key initiatives in the community:

- Promoting public health
- Maintaining adequate flow for the Fire Department
- Supporting a strong economic development initiative and
- Contributing to our community’s overall quality of life.

Operations Summary

The Water Division is responsible to the community for the delivery of water required for daily consumption, fire protection and industrial use.

	2008	2009	2010	2011	2012
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>
Million Gallons Pumped	720.22 MG	715.69 MG	761.83 MG	766.16 MG	733.36 MG
Million Gallons Sold	600.96 MG	475.4 MG	483.39 MG	493.36 MG	510.46 MG
Percent Unaccounted*	16.6 %	33.5 %	36.4%	35.6%	30.4 %
Number Water Connections	5297	5343	5383	5400	5448

* Increase due primarily to main breaks in an aging infrastructure.

Distribution Repair Digs					
2007	2008	2009	2010	2011	2012
<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
133	86	80	92	117	72

In 2012 there were No Violations of the Safe Drinking Water Act.

Sharing Our Vision for 2013 and Beyond

- Capital Improvement goals for 2013 include:
 - Establish a Water Tank Maintenance Schedule.
 - Removal of Unused Monitoring and Exploration Wells.
 - Replace the Chlorine Feed Building and system at Old Troy Pike.
 - SR29 WTP Filter Inspections
 - Demolition of Grimes Wells.
 - Continued upgrading of Chemical Feed systems at SR29 WTP
- The long-term goals include:
 - Tank Modeling for placement and construction for a new East Tower
 - Construction of a new East Tower
 - Looped water lines for tower including Children’s Home Road and Dugan
 - Existing Chlorination System Upgrade
 - Main Line replacement
 - Radio Read System for meters

PUBLIC WORKS

Sewer / WWTP

The City of Urbana currently operates a 3 Million Gallon per Day (MGD) Water Pollution Control Facility (WPCF), NPDES Permit No. 1PD00011*ND, effective May 1, 2011, that treats the municipal wastewater of the City and parts of Champaign County. As such the plant is responsible for the protection of the waters of the State of Ohio from pollution and is defined as a Publicly Owned Treatment Works (POTW). The NPDES permit not only requires the City to collect and treat all domestic wastewater to very stringent standards, it also requires the City to manage, monitor and enforce an Industrial Pretreatment Program for all industries that discharge into the City's POTW (Public Operated Treatment Works). Urbana currently has 6 industrial users permitted under the pretreatment program and they make up about 35% of Urbana's total daily flow. Alongside with protecting the waters of the State, Urbana is regulated to protect public health. Urbana maintains 72 miles of sanitary sewer and 1 major lift station located at the Vancrest nursing home. In the past year, we received 36 sewer calls, either for a potential back up or camera work to be done.

Major Projects Completed

- During the 2012 calendar year, we treated 695 million gallons of wastewater, which is a decrease of 15% from the 2011 calendar year.
- Plants flows were reduced due to the extremely dry spring and summer Urbana experienced and that largely lessens our inflow and infiltration.
- Recorded a total of 37.1" of precipitation compared to 59.9" in 2011 which is a 5.7" deficit equated to the 30 year average. As we continuously treat all the domestic and industrial waste, we produce liquid sludge that then is made into beneficial reuse bio-solids. In 2012, we generated 861 dry tons of bio-solids and land applied the product at agronomical rates on over 300 acres of farm ground.
- In 2009, Urbana opened a new septage receiving station and had 7 registered haulers. We added 4 more haulers in 2012 and collected 3.65 million gallons of household septic waste from the Champaign and Clark county residences - an increase from 2011 by 13%.
- Urbana Sewer Division purchased an Enviro-Site sewer main camera system. Staff custom built an enclosed trailer package to house this state of art system. This tool provides staff with a digital high definition video of the sewer mains that are being inspected and creates a data base of potential problem areas.

The Urbana WPCF staff also coordinates the closed landfill located at on Children's Home road. The 2 semi- annual sampling events were completed in 2012 along with quarterly gas monitoring and home owner well testing. A statistical evaluation on all the monitoring wells inside the landfill zone continues to be performed by our consultant as we attempt to lower the number of wells sampled. Staff likewise oversees the compost facility located at Urbana Materials on Muzzy road. We respectively received 8789 cubic yards of brush and distributed 175 cubic yards of mulch in 2012. This was an improvement by 23% of material received and 35% of mulch distributed.

Sharing Our Vision for 2013 and Beyond

The Urbana WPCF is completing a major upgrade/expansion design project. This design has been progressing for the last 2 years and construction is scheduled to begin in mid- 2013. The last major upgrade for Urbana was in 1975 and a minor in 1992. This project will expand the current facility from 3.0 mgd (million gallon a day) to 4.5 mgd with a peak of 9.0 mgd. The project is scheduled to be completed in July 2015.

The City of Urbana WPCF will be an eventful and challenging area in 2013. With the upgrade/expansion project taking place on our current site, the Urbana sewer staff will continue to strive at being a well-organized and resourceful department in the City of Urbana. We furthermore will continue to be dedicated to improving and protecting the water quality on the Mad River.

PUBLIC WORKS

Street

Activity Summary:

- Street Maintenance:
 - Responsible for over seventy (70) miles of roadway within the corporation limits
 - Dura-Patcher Street Repairs
 - 1400 Gallons of emulsion
 - 60 Tons of stone
 - Established a route to keep naturally occurring limb damage cleared from the curb areas.
 - Initiated the cycle of repainting curbs, focusing initially on main thoroughfares and school zones.
 - Storm damage is part of our ongoing responsibility, but the event of June 29th thru July 2nd required a concerted effort and over two (2) weeks to adequately clear the city's roadways.
 - Citizen cooperation allowed this year's leaf pick-up to be one of the smoothest. A concentrated effort to heavily service each Ward in the first round in late October allowed crews to begin coordinating regular intervals as the season progressed through November.
 - While January and February were rather uneventful for snow removal, December, more than made up for it.
 - Approximately 300 Tons of salt were used during 2012, with the majority of it during December's events.
 - The annual Christmas tree collection lasted two weeks and many of those collected were utilized in area lakes & ponds for fish habitat.
 - Ongoing maintenance and repair of the traffic signals and designated street lights.
 - Along with the ongoing maintenance and repair of our street signs, plans are in place to begin a systematic replacement of designated signs to comply with the State's new reflectivity requirements.
- Construction:
 - Nearly thirty (30) catch basin replacements, manhole replacements & adjustments to better maintain alignment with new or existing road surfaces.
 - Provide necessary local support for ODOT road projects.
- Equipment:
 - Placed a new dump truck in service, replacing a 1985 model that was long overdue for retirement.
 - Along with the routine maintenance of the entire department's equipment, the staff completed a total engine rebuild on the 1993 dump truck (unit # 12) to keep it operational.
- Misc. Items:
 - Provided support to other City departments for emergencies and scheduled needs:
 - 72 Water Digs
 - 9 Sewer Digs
 - Over 60 graves dug at the cemetery
 - Responsible for the mowing of nearly 300 acres of City-owned property, not including the acreage maintained by the Park Dept.
 - Supported numerous community and citizen requests for Special Events support including:
 - The Grimes Gathering of B-25's Event at the Airport
 - First Friday's
 - Art Affair on the Square
 - Balloon Fest
 - Block Parties, Car Shows/Cruise-Ins, Tractor Pulls
 - MERFI Fly-In
 - Hoopla Parade & Simon Kenton Chili Cook Off/Festival
 - Numerous installations/removals of banners at East and South entrances to the City.
 - Christmas Holiday Open House - Downtown
 - ✓ Downtown decorating and assisting with set-up of Santa land

Sharing Our Vision for 2013 and Beyond

- Continuous monitoring of the department's rolling stock and develop a systematic approach to replace aged critical pieces of equipment
 - Unit S-1 (1995 Dump Truck) with over 160,000 miles
 - Unit S-4 (1991 Dump Truck) with over 281,000 miles
 - Unit S-6 (1982 Dump Truck) with over 170,000 miles
 - Unit S-9 (1990 Dump Truck) with over 161,000 mile
 - 1995 Mobile Street Sweeper with over 10,000 hours

- Develop an annual plan to systematically replace failed catch basins, manholes and other elements of the City's aging infrastructure.

Technology

Mastering the digital domain includes balancing the costs vs. the benefits to our organization. The groundwork we lay holds maximum worth to our future growth as a city. Our focus continues to be on improving communication; employee, resident, business, surrounding community, state and federal government. It is with this end in mind that we present the following:

Major Projects Completed

- City network and email fully implemented for all departments
- Phase I of rewiring was completed. Phase I included adding patch panels in the Communications Room, wiring switches in the old building directly to the new cabinet in the Communications Room.
- Off-site backup at Taft Avenue was setup and active.
- The remote sites for Street and Water Divisions at Taft Avenue, WWTP at Muzzy Avenue and Oakdale Cemetery on Patrick Avenue were connected to the Municipal Building network.
- Wireless access added at the Municipal Building.
- The Grimes Airport webpage moved to the City webpage.
- The Door Lock system upgraded
 - Fire Division Bay doors added to the system.
- Police Cruisers upgraded to 4G connections.
- A presentation system, including a multi-media projector, screen and wiring, installed in the Training Room.
- Radio communications upgraded to comply with the “Narrow Band” policy activated January 1, 2013

