

**URBANA CITY COUNCIL  
REGULAR SESSION MEETING AGENDA  
TUESDAY, FEBRUARY 18, 2020, AT 6:00 P.M.**

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

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**Call to Order**

**Roll Call**

**Pledge of Allegiance**

**Approval of Minutes**

Urbana City Council Regular Session Meeting Minutes of February 4, 2020.

**Communications**

1. Board of Zoning Appeals Meeting Minutes of December 9, 2019. (See attached)
2. Board of Nuisance Appeals Meeting Minutes of July 25, 2018. (See attached)
3. Champaign Countywide Public Safety Communication System Council of Governments, Statement of Receipts, Disbursements and Change in Fund Balance General Fund for the Year Ended December 31, 2019. (See attached)
4. Charter Review Meeting Minutes of February 5, 2020. (See attached)

**Board of Control**

\*\*\*\*Footnote – the Finance Department was recently notified that Morton Salt was not awarded the 2020 road salt contract from ODOT; therefore, the purchase order for Morton Salt (#26762) in the amount of \$65,792.00 was cancelled a new purchase order issued to Detroit Salt in the same amount.

\*\*\*\*\*Purchase Orders \$2,501.00 - \$50,000.00 for January, 2020. (See attached)\*\*\*\*\*

**Citizen Comments**

## **Ordinances and Resolutions**

### **First Reading**

#### **Resolution No. 2544-20**

A Resolution authorizing the Director of Administration to apply for, accept, and enter into a Water Supply Revolving Loan Account for the 2020-2021 program year on behalf of the City of Urbana, Ohio for the construction of the Phase 2 Water Main Replacement Program and designating a repayment source for the loan, and declaring an emergency. (May be passed on first reading)

#### **Resolution No. 2573-20**

A Ceremonial Resolution in support of the Champaign County Historical Society's efforts to redesign and expand the Champaign County Historical Museum 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)

### **Second 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)

### **Third Reading**

### **Miscellaneous Business**

### **Adjourn**

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

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

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

**MINUTES** of the Regular Session Meeting Minutes of January 21, 2020, in addition to Work Session Meeting Minutes of January 28, 2020, were presented for approval. Mr. Thackery moved for the approval of said minutes and Mr. Fields seconded. Voice vote on approval: all ayes, nays, none.

Motion passed 7-0.

**COMMUNICATIONS**

1. Planning Commission Meeting Minutes of November 25, 2020
2. Cemetery Board Meeting Minutes of December 20, 2019
3. 2019 In Review (handed out by Kerry Brugger)

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

Motion passed 7-0.

**ADMINISTRATIVE REPORTS – BOARD OF CONTROL**

**1. UnitedHealthcare - \$1,608,148.00**

Ms. Boettcher stated that the purchase of group health, live, vision and dental insurances would be effective 3-1-2020. She added that the insurance covers 95 employees and their dependents, with the exception of 14 employees that opt-out. She also stated there were no changes to the PPO Plan but there was an increase to the deductible for HSA holders. She also mentioned that the employee pays 10% of the premium, for either family or single coverage.

Mr. Thackery 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. 2414-20**

A Resolution confirming the appointments of Richard “Dick” Kerns and Eugene Fields, Jr. to the Housing council.

Mr. Crabill advised that the appointments were for a two year time period.

Mr. Thackery moved to put this resolution on the floor for discussion and possible passage. Mr. Scott seconded. Voice vote on approval: all ayes; nays, none.  
Resolution passes 7-0.

#### **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.

Mr. Hoffman moved to put this Resolution on the floor for discussion and possible passage. Mr. Paul seconded. Voice vote on approval: all ayes; nays, none.  
Resolution passes 7-0.

#### **Resolution No. 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.

Mr. Paul asked if there were any points involved and Mr. Crabill stated he wasn’t absolutely sure, it just shows the support from City Council.

Mr. Thackery moved to put this Resolution on the floor for discussion and possible passage. Mr. Paul seconded. Voice vote on approval: all ayes; nays, none.  
Resolution passes 7-0.

**Resolution No. 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.

Mr. Thackery moved to put this Resolution on the floor for discussion and possible passage. Mr. Paul seconded. Voice vote on approval: all ayes; nays, none.  
Resolution passes 7-0.

**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.

Mr. Fields moved to put this Ordinance on the floor for discussion. Mr. Thackery seconded.

Mr. Brugger advised this involves the Habitat group. He stated further that Habitat had approached Mrs. Bailey regarding available properties. The properties in question are located at 108 Richmond St. and 107 Richmond St. He further explained that the CEP would act as the City's agent and also Habitat could build at least 2 houses on the properties. This would put the properties back into productive use. He also added that Superintendent of Public Works, Chad Hall, would be extending the sewer line as well.

Mrs. Bailey stated that the CEP currently have templets that could be used for this subject. She also advised that Habitat must secure the location initially to receive the funding available.

President Hess declared this Ordinance to have its first reading.

**Second Reading –**

**Third Reading –**

**MISCELLANEOUS BUSINESS/WORK SESSION**

Mr. Thackery advised that "Coffee with Council" is this coming Saturday, and it is moved to the location of the Lion's Club Pancake Breakfast.

Mr. Paul spoke about some of the topics that were discussed at the Work Session. He also stated that a lot of questions seemed to come up about the reappropriation of funds and asked Ms. Boettcher if she could clarify this a bit. Ms. Boettcher stated that the Finance Department waits until the end of the year to appropriate funds. She said that last year, the Fire Department had

unspent money and they used that unspent money for other departments that had gone over there budget. This all goes through the General Fund to disburse the overages. Mr. Paul continued and asked Council if anyone had anything to add to the list of goals. He added to think about goals and they could be discussed at the next Work Session.

Mr. Brugger reminded Council to please review the Annual Review he handed out at the beginning of the meeting. He added that he felt that Council would find it enlightening and that it helps refresh on how things went last year. He also stated that this review would be posted on the City’s website.

Mayor Bean mention the Lion’s Club Pancake Breakfast this coming Saturday. He also stated that next Monday at 5:00 p.m. the Republicans would be having their candidate night. He also said that on February 14<sup>th</sup>, Council members were invited to a Boy Scout luncheon held at Coppertop, beginning at 11:30 a.m.

Mrs. Bailey stated that the Housing Market Study is complete and there would be a presentation on February 14<sup>th</sup> at the Community Center. She said that the data compiled included the City of Urbana and the three large villages of the County. She added that the study will show what our current market is, the cost of construction, what product is in demand, etc.

President Hess spoke of some topics that surfaced at the Work Session. The same being Police Auxiliary, Sidewalk Ordinance, finding more money for paving, Building Maintenance Code, visibility at intersections, grant writing, water rates and communication. He added that there was a company here in town who would come video a meeting and put it wherever Council wanted to put it. Further, he stated that this company charges \$60.00 an hour.

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

Motion passes 7-0.

**ADJOURN AT 6:55 p.m.**

**NEXT SCHEDULED MEETING**  
February 18, 2020, at 6:00 p.m.

\_\_\_\_\_  
Council Clerk

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Council President



## Board of Zoning Appeals

December 9, 2019, Meeting Minutes

### Attendance

- Members Present:** Bryant Heflin; Marty Hess (Vice Chair); Charlie Zerkle; Lisa Haulman; and Skip Mintchell (Alternate).
- Member(s) Absent:** Vince Gonzalez (Chair).
- Guests Present:** Cat Tanujaya (Zoning & Compliance); Doug Crabill (Community Development); Kristy Johnson (239-241 E. Church St.); and Mel Lattimer (690 E. Court St.).

### Call to Order and Pledge of Allegiance

- Action:** Marty Hess called the meeting to order at 6:00 PM.

### Reading of Rules of the Meeting and Swearing-In of Witnesses

- Action:** Mary Hess read the rules of the meeting and swore in all witnesses at the meeting.

### Prior Meeting Minutes

- Action:** Lisa Haulman made a motion to approve the meeting minutes from November 11, 2019. Skip Mintchell seconded the motion.
- Discussion:** None.
- Vote:** 5 (Yay) – 0 (Nay)  
**Motion passed.**

### New Business – Application(s)

#### BZA-2019-026 – 239-241 East Church Street – Kristy Johnson

**Case # 1:** Variance from Chapter 1129.10(a)(4) to allow the applicant to tear down and rebuild a fence that is located one foot from the right-of-way line, which is two feet less than required by code.

- Application:** Lisa Haulman read the application to the Board.
- Staff Comments & Recommendations:** Cat Tanujaya provided the background and read the staff report to the Board.
- Testimony in Favor:** Kristy Johnson (239-231E. Church St.) – The new fence will have two gates and will be more aesthetically pleasing. Ms. Johnson reiterates that the new fence will be in the current location of the old one which is only one foot from the right-of-way line.
- Testimony Against:** None.
- Discussion:** Skip Mintchell – No issue with the request and agrees that the fence will look better. Mr. Mintchell asked, how tall will the fence be? Kristy Johnson answered that the current fence is 4' and the new one will be 6' but you can see through it. No further question was asked.



Bryant Heflin – Wanted to make sure that the fence will not hinder visibility for drivers especially with a 6' tall fence. Based on the current location for the fence, it's right up on the sidewalk and there's only about 4'-5' between the house and the current fence. Ms. Johnson confirmed that it's correct; the lack of space is why she is requesting the variance. The new fence will follow along the old fence except it will have two gates. No further question was asked.

Lisa Haulman – No questions.

Charlie Zerkle – Asked if a survey will be done prior to the new fence installation? Doug Crabill answered that a survey is not required. The city will go out to locate the pins on the property and mark them especially for any fence request close to the right-of-way. Cat Tanujaya confirmed that the city's Engineering Technician went out to the property, met with Ms. Johnson and marked the pins prior to the application submission. No further question was asked.

Marty Hess – The main concern is that the fence is too close to the intersection which can result in view obstruction. In the future if the property is sold, the new owner may have plants up against the fence that can cause a view obstruction.

- Can the fence be moved back 6'-8'?
  - Ms. Johnson – People always cut through the yard because it's a corner property, so the fence will prohibit that from occurring.
  - Mr. Crabill – Explained that there may be requirements that need to be met for a corner property to avoid view obstruction without having to move the fence back.
- How much curb is there?
  - Mr. Crabill – It's a low curb.
  - Ms. Johnson – The fire hydrant was closer to the curb but when the water line was redone, it was moved further in.

Mr. Hess is concerned about the view obstruction. Ms. Johnson explained that the current fence has been there since she purchased the property in 2001 and it has not caused any view obstructions. She explained that the new fence will have more visibility regardless of it being 6' instead of 4'. Mr. Mintchell and Ms. Haulman agreed that the new fence will create more visibility.

Ms. Tanujaya explains that another option available is to create a vision clearance triangle by angling the fence on the corner, as per the City of Urbana's Engineering Vision Clearance on Corner Lots standard. Mr. Crabill explains that by angling the fence, the vision clearance requirement will be met. Ms. Johnson explains that she is willing to drop the height of the fence from 6' to 4'. The 6' request is due to Ms. Johnson's Great Dane which stands taller than the 4' fence. Mr. Heflin explained that there's no problem with the fence being 6' starting from the front corner of the house continuing back to the garage. The idea is to address the front corner up to the fire hydrant. Mr. Hess explained that the current fence is grandfathered, but when a new fence is being put up, the current code will be applicable to the new fence request. Mr. Crabill explains that according to the City of Urbana's Engineering Vision Clearance on Corner Lots standard, you can't have something taller than 3' on the corner. Ms. Johnson stated that she can do 6' up to the house and then drop it to 3'.

**Action:** Bryant Heflin made a motion to **approve the application as presented with the condition** that the Vision Clearance is met by dropping the 6' fence to 3' from the front of the house to the sidewalk. Charlie Zerkle seconded the motion.

**Vote:** 5 (Yay) – 0 (Nay)  
**Motion passed.**





**BZA-2019-027 – 690 East Court Street – Mel Lattimer (applicant)**

**Case # 2:** **Variance from Chapter 1121.06 to allow the applicant to build a porch that is located fourteen and a half feet from the front lot line, which is ten and a half feet less than required by code.**

**Application:** Lisa Haulman read the application to the Board.

**Staff Comments & Recommendations:** Cat Tanujaya provided the background and read the staff report to the Board.

**Testimony in Favor:** Mel Lattimer (609 E. Court St.) – Intends to demolish the current house and build a new two-story house that will have a 7' porch that's 14.5' from the lot line due to the shape of the lot. Since it's a corner lot, there are two front yard setback.

**Testimony Against:** None.

**Discussion:** Bryant Heflin –

- Will the porch wrap around Court Street?
  - Mel Lattimer - It will, however the porch on the Court Street side will meet the 25' setback requirement. The only variance asked is for the porch distance on Jefferson Avenue.
- How far will the porch be from the right-of way on Jefferson Avenue?
  - Mr. Lattimer – It will be 18' from the right-of-way for a 7' porch. The porch can be done at 5' but it will look better if it's 6'-7'. Based on the survey findings, the porch will be back 18' from the property line.
- What is the distance between the current house to the right-of-way on Jefferson?
  - Charlie Zerkle – 10.8' from the sidewalk to the porch and 14.8' from the curb to the porch on Jefferson. The porch is 7.4'.
  - Mr. Heflin – Based on the request, the new structure will be further back than the current one.
  - Mr. Zerkle – The current house sits about 25' from Court Street which is not in line with the rest of the house on Court Street (about 30' from the right-of-way line).

Skip Mintchell – No issue with the request and feels that it will be nice. The porch is not going to impede or infringe on anything and it's a better situation.

Lisa Haulman – No questions.

Charlie Zerkle –

- Is the variance request for a porch on the new house or a wraparound porch on the existing house?
  - Mr. Lattimer – It will be for a new house and the lot is narrow making it difficult to have the front porch meet the setback requirement. The house will be a 30'x 30', not counting the garage.
  - Doug Crabill – The house that faces Jefferson is very close to the street.
- On Court Street, there's plenty of room on the lot. Can you line your house up with the other houses on that street?
  - Mr. Lattimer – That will not be a problem.
- Has it been surveyed?
  - Mr. Lattimer – No, but the plan is to have it surveyed but not change the distance between the street and the porch.

Marty Hess – Due to the lack of plans and drawings, it is difficult to visualize where the new house will be in relations to the street. The corner on Court Street heading West is difficult to see. Mr. Heflin stated that the



house will still sit 25' from the sidewalk but the 7' porch will be an open porch, therefore the porch is the only thing that is encroaching the setback requirement. The house itself will meet the setback requirements. Mr. Lattimer confirmed that it's correct. The garage will also be in conformity meeting the 25' setback. Mr. Crabill also confirmed that the new structure will meet the rear yard setback. Mr. Crabill also mentions that the current house has been vacant since 2003. Mr. Heflin stated that the new structure will be a lot better than what is currently there. Mr. Mintchell and Ms. Haulman agreed.

**Action:** Skip Mintchell made a motion to **approve the application as presented.**  
Lisa Haulman seconded the motion.

**Vote:** 4 (Yay) – 1 (Nay)  
Marty Hess was the lone "Nay" vote.  
**Motion passed.**

## Miscellaneous Business

### Miscellaneous

**Discussion:** **2020 Meeting Schedule:** 2020 Board of Zoning Appeals Regular Hearing Schedule was distributed to the board by Cat Tanujaya.

**Board Reappointment:**

- Bryant Heflin term ends on 12/31/2019 and would like to continue to serve another 3-year term.
- The board nominates Vince Gonzalez as Chair and Lisa Haulman as Secretary for 2020.
  - **Action:** Skip Mintchell made a motion to approve the nomination as presented. Bryant Heflin seconded the motion.
  - **Vote:** 4 (Yay) – 0 (Nay) Lisa Haulman was recused from the vote since she was nominated.

**Board Discussion:**

- Bryant Heflin discussed that a newly built home should be built to a similar design, specs and/or standard as the surrounding property as to not to bring the property value of the surrounding area down.
- Charlie Zerkle brought the sidewalk requirement issue to Council and it will be reviewed by Council in 2020.
- Mr. Zerkle discussed follow up inspection for decisions made by the BZA and permit submitted.

## Adjournment

**Action:** Bryant Heflin made a motion to adjourn at 7:20 PM.  
Skip Mintchell seconded the motion.

**Vote:** 5 (Yay) – 0 (Nay)  
**Motion passed.**



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**⌄ BOARD OF NUISANCE APPEALS ⌄**  
**Meeting Minutes from 07-25-2018**

**Attendance**

**Members Present:** John Harrigan (Chair); Barb Keller

**Member(s) Absent:** Andy Doss

**Staff Present:** Doug Crabill (Community Development); Catherine Tanujaya (Support Staff).

**Guest(s) Present:** Jason Jenks (127 Talbot Avenue).

**Call to Order & Pledge of Allegiance**

**Action:** John Harrigan called the meeting to order at 3:00 PM.

**Reading of Rules of the Meeting**

**Action:** John Harrigan read the rules of the meeting.

**Prior Meeting Minutes**

**Action:** Barb Keller made a motion to approve the meeting minutes from December 16, 2017. John Harrigan seconded the motion.

**Discussion:** None.

**Vote:** 2-0.

**Application(s)**

**BNA-2018-001 – 127 Talbot Avenue – Jason Jenks – Appeal Request from Chapter 1339.01(a)(6); the storage of a motor vehicle in an inoperative and unlicensed condition upon public or private property for more than thirty (30) days without being stored in an enclosed garage or other accessory building – 1977 Chevy (Red) and 1967 Firebird (Blue).**

**Staff Comments & Recommendation:** Doug Crabill read the case history to the Board.

**Discussion:**

Jason stated that the pictures were taken at one point in time and nothing in the pictures looks the same since he and his son were working on the yard when he received the letter from the City.

The two vehicles; 1967 Firebird (Blue) and 1977 Chevy (Red) have been in the family for a long time. He has six (6) sons and his two oldest sons, twenty-two (22) and eighteen (18) years old are interested in working on the vehicles. Jason can't afford a garage and having to move the vehicles would create undue time and financial burden. Even if he removed the vehicles, he would be bringing it back to work on it in the future, which may create another violation since it takes a long time to work on older vehicles.

Jason stated that there's an unimproved alley behind the property to get the vehicles in and out, which is the only way for the vehicles to get into the property. He stated that the vehicles can't be seen to the public due to this reason, unless one is specifically looking for it. John Harrigan stated that he drove by the property in the morning and was able to see the vehicle.

The vehicles are currently not running. He doesn't believe any citizen submitted a complaint regarding his vehicles since it can't be viewed by the public. Jason asks the purpose of the City code since he doesn't believe that his vehicle is causing nuisance. Jason requests that the City review these violations on a case-by-case basis.

Jason requested the history behind the code or a purpose statement. The ordinance was passed in 2000 and it mirrors the Ohio Revised Code. Most Municipalities have the same definition as to what a public nuisance is. The City of Urbana code does not contain a purpose statement.

Doug Crabill stated that the City must maintain uniformity of the code passed. Barb agreed on the maintaining the uniformity of the code. The only option Jason has based on the code is to store the vehicles in an enclosed structure or the vehicles must be operable and licensed.

**Action:** John Harrigan affirms the decision of the Director. Barb Keller seconded the motion.

**Vote:** Motion affirming the decision of the Director 2-0.

### **Miscellaneous Business**

The City passed a Vacant Building Ordinance in 2017 and is about to start the enforcement of the ordinance. Due to this, there may be an increase in number requests for appeal for the Board. The ordinance is to encourage property owner to move on their vacant property such as rehab, re-occupy or sell the property in order to get the building stock in use. About sixty (60) cities in Ohio have adopted a similar ordinance with positive outcomes. There will be a registration process and a yearly fee on a sliding scale with a maximum fee of three thousand and two hundred dollars (\$3200) in the fifth year. The incentive would be to address the property early on before the fee increases.

### **Adjourn**

**Action:** Barb Keller made a motion to adjourn the meeting at 3:31 PM. John Harrigan seconded the motion.

**Discussion:** None.

**Vote:** Motion passed 2-0.

**Champaign Countywide Public Safety Communications System**  
**Council of Governments**  
*Champaign County*  
*Statement of Receipts, Disbursements*  
*and Change in Fund Balance (Regulatory Cash Basis)*  
*General Fund*  
*For the Year Ended December 31, 2019*

	<u>General</u>
<b>Cash Receipts</b>	
Property and Other Local Taxes	\$989,535
State Wireless 911 Assistance	90,534
Intergovernmental	93,882
Miscellaneous	7,079
<i>Total Cash Receipts</i>	<u>1,181,030</u>
<b>Cash Disbursements</b>	
Current:	
Salaries	528,298
Insurance & Medicare	120,004
Retirement	73,027
Worker's Compensation	5,479
Unemployment	0
Supplies	2,664
Equipment	73,623
Professional Services	7,126
Building Lease and Utilities	39,418
Repair and Maintenance	29,092
Travel and Meetings	1,380
Training	1,319
Advertising	285
Insurance - Liability	15,487
LEADS	6,600
Dues & Memberships	294
Settlement Fees	24,217
<i>Total Cash Disbursements</i>	<u>928,313</u>
<i>Excess of Receipts Over Disbursements</i>	<u>252,717</u>
<i>Fund Cash Balance, January 1</i>	<u>1,711,806</u>
<b>Fund Cash Balance, December 31</b>	
Assigned	470,120
Unassigned	1,494,402
<i>Fund Cash Balance, December 31</i>	<u>1,964,522</u>

*See accompanying notes to the basic financial statement*

**CITY OF URBANA  
CHARTER REVIEW COMMITTEE MEETING MINUTES  
FEBRUARY 5, 2020**

Committee members in attendance were Michelle Heflin, Justin Weller, Cassie Cress, Patrick Trenor, Al Evans, Earl Evans and Kimberly Brooks.

Mr. Feinstein began the meeting by discussing Article 5, Civil Service. He explained the difference between a classified employee and unclassified employee. He said all government (City) employees are “Civil Service” employees. A “classified” employee is subject to testing, etc. and an “unclassified” employee is exempt from the test, promotion, demotion etc. rules of the Civil Service Commission. He also made the statement that the Charter creates and the Ordinances fleshes out. He then spoke about the promotion to Police Chief and Fire Chief and stated that this section following the Revised Code. Discipline of Classified Personnel was the next topic discussed. He stated that all “unclassified” employees (except Police and Fire) are disciplined by the Directors. Further, all Chiefs are subject to the disciplinary authority of the Director of Administration. Some discussion took place on the next section 5.08, Political Activity. Mr. Feinstein said that the Charter only adopted 124.57 of the Revised Code. He further stated that he doesn’t understand why it only referred to this portion and not 124.58 – 124.62, which also contains remaining prohibitions. Mr. Al Evans stated that he thought it may had to do with unions and the unions being encouraged or “bullied” into contributing to campaigns. It was decided to change 5.08 to read that the section defaults to Ohio Revised Code 124.57-124.62.

Mr. Feinstein spoke about the next article, Article 6, Finance. He stated that 6.01 – 6.05, basically follows the guidelines of the ORC. A lot of discussion went out about Section 6.06, Capital Improvement Fund. Mr. Feinstein stated that it is required that Council creates and maintains one. He added that Council may transfer funds in, and also stated that not less than 25% of income tax collected must go to this Fund. Also, money is to be used only for capital improvements (IRS definition: “the addition of a permanent structural change or the restoration of some aspect of a property that will either enhance the property’s overall value, prolongs its useful life, or adapt it to new uses.”) and debt service for capital improvements. A lot of discussion transpired about the 25%, and Mr. Feinstein added that the Charter Committee could put to the voters, a change in that percentage.

Mr. Feinstein went on to the next article, Article 8, General Provisions. He went through the sections and there were no changes to be made in Article 8.

Mr. Feinstein went on to the final article, Article 9. The Committee will consider proposing Article 9 be stricken in its entirety.

**MEETING ADJOURNED – 7:00 p.m.**

**Next Meeting: February 19, 2020, at 6:00 p.m.**

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

**Thank You!!!!**

**TO THE BALLOT – OF SUBSTANCE**

Mandatory OMA Training for new Council Members  
Requirement that (most) legislation be sponsored  
Upon vacancy in Council seat, remains open until next general election  
In the event of vacancy of Mayor, Council President fills until next election, not for duration of Mayor's term  
President of Council to enforce Council Rules  
Dormant period for failed legislation  
Adding a Definition Section  
Striking Section 2.21 Term Limits from the Charter  
Adding the formation of a Salary Commission for Elected Officials  
Mayoral Candidates must reside in the City at least two years prior to election  
Termination of the Director of Finance and/or the Director of Law must be confirmed by Council  
Vacancy of the office of Mayor, President of Council shall succeed until next general election.  
Salary Commission formation  
The position of the Mayor is considered a full-time position.  
Striking all directors of departments shall be entitled to one month severance pay, in Section 4.05  
Section 5.08 Political Activity shall default to the Ohio Revised Code 124.57-124.62, And shall be renamed Prohibited Conduct.  
Strike Article IX in its entirety.

**TO THE BALLOT – “CLEAN UP”**

Removal of: “Council shall pass no ordinance or resolution which adopts a position contrary to a recommendation of the Planning Commission, made within the scope of its authority, except by a vote of majority.” (Section 2.09)

Removal of: "Council may enact ordinances that supersede state statutory provision with respect to acquisition and disposition of property upon a majority affirmative vote."  
(Section 2.09)

Removal of: "unless any Council member requests the Clerk to read the Ordinance or Resolution in its entirety." (Section 2.10)

Removal of: "Each emergency ordinance or resolution shall require the affirmative vote of at least two-thirds (2/3) of the members elected to Council for its enactment. If such emergency ordinance or resolution fails to receive the requisite two-thirds (2/3) affirmative vote, but receives the necessary majority for passage as a non-emergency ordinance or resolution, it shall take effect as a non-emergency ordinance or resolution."  
(Section 2.11)

Removal of: "The failure or refusal of such officers to sign such ordinances or resolutions shall not invalidate an ordinance or resolution." (Section 2.14)

Removal of: "or for improvements petitioned for by the owners of a majority of the adjacent property to be benefitted and especially assed therefore, unless a later date be specified therein." (Section 2.15)

Adding: d to the end of an (and) in first paragraph ...."Legislation enacted and announce..." (Section 2.17)

Adding: and/or digital to ..... "In a newspaper of general circulation and/or digital only once upon adoption for a legislation..... (Section 2.17)



JANUARY 2020  
PURCHASE ORDERS \$2,501-\$50,000

PURCHASE ORDER # :	VENDOR :	PURCHASE ORDER AMOUNT :	DEPARTMENT :	EXPLANATION :	BOC APPROVAL DATE & VOTE:
26498	TOTAL TENNIS INC	\$ 18,820.00	CAP IMP- PARKS/PARK TRUST	MELVIN MILLER PARK TENNIS COURT REPAIR	BOC=1/12/20 (3)
26499	MAD RIVER TOP SOIL	\$ 7,500.00	RECYCLE	DEBRIS GRINDING FOR 2020 AGREEMENT	BOC=1/12/20 (3)
26500	DMTRYA JACOBS ENGINEERS	\$ 6,000.00	WWTP	ROCKWELL SOFTWARE UPGRADE PACKAGE	BOC=1/12/20 (3)
26501	DMTRYA JACOBS ENGINEERS	\$ 44,600.00	WWTP	WWTP SCADA SYSTEM UPGRADE WITH NEW PC HARDWARE WINDOWS 10	BOC=1/12/20 (3)
26502	BRADEN LANCE CONSTRUCTION	\$ 9,889.00	WWTP	TEAR OFF AND REPLACEMENT OF METAL ROOF ON WWTP MAINTENANCE BUILDING	BOC=1/2/20 (3)
26503	LUC	\$ 6,254.60	ADMINISTRATION	2020 PER CAPITA ASSESSMENT	BOC=1/2/20 (3)
26504	TREASURER STATE OF OHIO	\$ 5,200.00	WWTP	2019 ANNUAL DISCHARGE FEE	BOC=1/2/20 (3)
26748	KOENIG EQUIPMENT	\$ 3,714.00	STREET	HOTWATER POWER WASHER & HOSE REEL	BOC=1/8/20 (3)
26749	M POWER INNOVATIONS	\$ 19,500.00	DEPT/WATER/SEWER	M POWER WORK MANAGEMENT SOFTWARE	BOC=1/8/20 (3)
26750	CUSTOM CABS & TRAILERS	\$ 10,145.00	SEWER	MORITZ TRAILER (SKIDLOADER TRAILER 22')	BOC=1/8/20 (3)
26751	COMCATE	\$ 10,766.00	ZONING COMPLIANCE	SOFTWARE IMPLEMENTATION & LICENSE FEE	BOC=1/8/20 (3)
26752	SECURITY FENCE GROUP	\$ 3,200.00	CAP IMP-STREET	CONTROLLER FOR SCIOTO & JEFFERSON	BOC=1/8/20 (3)
26753	CIVICA CMI	\$ 15,163.89	POLICE	ANNUAL SOFTWARE RENEWAL	BOC=1/8/20 (3)
26754	OHIO ASSOC OF CHIEFS OF POLICE	\$ 7,040.00	POLICE	SERGEANTS PROMOTIONAL TESTING SERVICE	BOC=1/8/20 (3)
26755	DMTRYKA JACOBS ENGINEERS	\$ 3,442.60	WWTP	ENGINEERING SERVICES FOR IT/SCADA	BOC=1/8/20 (3)
26765	RICOH	\$ 5,000.00	ADMINISTRATION	2020 COPIER CHARGES	BOC=1/8/20 (3)
26766	CHAMP CO IMP CORP (CEP)	\$ 50,000.00	COMM DEV	ECONOMIC DEVELOPMENT SUPPORT	BOC=1/8/20 (3)
26767	O.P.O.T.A.	\$ 2,700.00	POLICE	2020 BLANKET	BOC=1/8/20 (3)
26768	A.E. DAVID COMPANY	\$ 5,000.00	POLICE	NEW HIRE UNIFORMS	BOC=1/8/20 (3)
26769	WHITE'S	\$ 6,500.00	POLICE	2020 BLANKET	BOC=1/8/20 (3)
26770	HERITAGE COOPERATIVE	\$ 22,000.00	POLICE	GASOLINE	BOC=1/8/20 (3)
26771	SPRINGFIELD UNIFORM	\$ 3,600.00	FIRE	2020 BLANKET	BOC=1/8/20 (3)
26772	BOUND	\$ 12,000.00	FIRE	2020 BLANKET	BOC=1/8/20 (3)
26773	HERITAGE COOPERATIVE	\$ 16,000.00	FIRE	2020 BLANKET	BOC=1/8/20 (3)
26774	PST SERVICES	\$ 24,500.00	FIRE	2020 BLANKET	BOC=1/8/20 (3)

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26775	WILLIAMS HARDWARE	\$ 3,000.00	RECREATION	2020 BLANKET	BOC=1/8/20 (3)
26776	MR. CLEAN	\$ 3,150.00	RECREATION	PORT-A-JOHN RENTAL	BOC=1/8/20 (3)
26777	STALK & AWE	\$ 7,000.00	RECREATION	GEESE MGMT SRV	BOC=1/8/20 (3)
26778	HERITAGE COOPERATIVE	\$ 9,000.00	RECREATION	GASOLINE	BOC=1/8/20 (3)
26779	OTIS ELEVATOR COMPANY	\$ 2,725.68	PUBLIC WORKS	ELEVATOR MAINTENANCE	BOC=1/8/20 (3)
26780	WILLIAMS HARDWARE	\$ 3,000.00	PUBLIC WORKS	MISC SUPPLIES FOR CITY BLDG	BOC=1/8/20 (3)
26781	COMMUNITY MERCY OCC HEALTH	\$ 3,400.00	MISC NON DEPT	EMPLOYEE DRUG TESTS	BOC=1/8/20 (3)
26782	A1 ABLE PEST DOCTORS	\$ 5,280.00	MISC NON DEPT	MOSQUITO MANAGEMENT	BOC=1/8/20 (3)
26783	KENNEDY COTTRELL RICHARDS LLC	\$ 12,750.00	MISC NON DEPT	CAFR PREP	BOC=1/8/20 (3)
26784	SMARTBILL	\$ 43,000.00	UTILITY BILLING	POSTAGE & PRINTING COST	BOC=1/8/20 (3)
26785	STAPLES	\$ 4,000.00	LAW	OFFICE SUPPLIES	BOC=1/8/20 (3)
26786	DYE & DOSS INSURANCE	\$ 3,725.00	AIRPORT	AIRPORT LIABILITY INSURANCE	BOC=1/8/20 (3)
26787	DBT TRANSPORTATION	\$ 4,576.00	AIRPORT	MAINTENANCE OF AWOS	BOC=1/8/20 (3)
26788	ADVANCED AUTO	\$ 3,000.00	STREET	2020 BLANKET	BOC=1/8/20 (3)
26789	WHITES SERVICE CENTER	\$ 3,000.00	STREET	2020 BLANKET	BOC=1/8/20 (3)
26790	KOENIG EQUIPMENT	\$ 3,000.00	STREET	2020 BLANKET	BOC=1/8/20 (3)
26791	SECURITY FENCE	\$ 9,000.00	STREET	2020 BLANKET	BOC=1/8/20 (3)
26792	HERITAGE COOPERATIVE	\$ 20,000.00	STREET	FUEL	BOC=1/8/20 (3)
26793	GRANIT BRONZ	\$ 3,000.00	CEMETERY	2020 BLANKET	BOC=1/8/20 (3)
26794	HERITAGE COOPERATIVE	\$ 6,000.00	CEMETERY	FUEL	BOC=1/8/20 (3)
26795	SUSAN TEHAN	\$ 18,700.00	CEMETERY	2020 BLANKET	BOC=1/8/20 (3)
26796	OHIO ATTORNEY GENERAL	\$ 8,000.00	POLICE	2020 BLANKET	BOC=1/8/20 (3)
26797	CB&I ENVIRONMENTAL	\$ 3,000.00	CAP IMP-NON DEPT	2020 BLANKET	BOC=1/8/20 (3)
26798	ALLOWAY	\$ 18,000.00	CAP IMP-NON DEPT	TESTING - HOMEOWNER (LANDFILL)	BOC=1/8/20 (3)
26799	HEIWAY	\$ 12,000.00	CAP IMP-STREET	COLDMIX	BOC=1/8/20 (3)
26800	PHOENIX FIRE SERVICE	\$ 15,000.00	CAP IMP-FIRE	2020 BLANKET	BOC=1/8/20 (3)
26801	EARHART	\$ 2,800.00	WATER	2020 BLANKET	BOC=1/8/20 (3)
26802	WILLIAMS HARDWARE	\$ 3,500.00	WATER	2020 BLANKET	BOC=1/8/20 (3)
26803	USA BLUEBOOK	\$ 5,000.00	WATER	2020 BLANKET	BOC=1/8/20 (3)
26804	GRAINGER	\$ 5,000.00	WATER	2020 BLANKET	BOC=1/8/20 (3)

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PURCHASE ORDER #:	VENDOR:	PURCHASE ORDER AMOUNT:	DEPARTMENT:	EXPLANATION:	BOC APPROVAL DATE & VOTE:
26805	MASI	\$ 7,000.00	WATER	2020 BLANKET	BOC=1/8/20 (3)
26806	RABENSTEIN	\$ 7,500.00	WATER	2020 BLANKET	BOC=1/8/20 (3)
26807	URBANA MATERIALS	\$ 12,000.00	WATER	2020 BLANKET	BOC=1/8/20 (3)
26808	HERITAGE COOP	\$ 15,000.00	WATER	FUEL	BOC=1/8/20 (3)
26809	NEPTUNE METERS	\$ 20,000.00	WATER	2020 BLANKET	BOC=1/8/20 (3)
26810	MIAMI PRODUCTS	\$ 20,000.00	WATER	2020 BLANKET	BOC=1/8/20 (3)
26811	EJ PRESCOTT	\$ 50,000.00	WATER	2020 BLANKET	BOC=1/8/20 (3)
26812	MECHANICSBURG SAND	\$ 7,500.00	WATER	2020 BLANKET	BOC=1/8/20 (3)
26813	RAWDON MEYERS INC	\$ 10,000.00	WATER	2020 BLANKET	BOC=1/8/20 (3)
26814	DMYTRYKA JACOBS ENG	\$ 25,000.00	WATER	2020 BLANKET	BOC=1/8/20 (3)
26815	MOODY'S	\$ 10,000.00	WATER	2020 BLANKET	BOC=1/8/20 (3)
26816	LEAK SEEKERS	\$ 5,000.00	WATER	2020 BLANKET	BOC=1/8/20 (3)
26817	IDEXX	\$ 3,000.00	WWTP	2020 BLANKET	BOC=1/8/20 (3)
26818	FORD HALL	\$ 4,000.00	WWTP	2020 BLANKET	BOC=1/8/20 (3)
26819	NCL	\$ 4,000.00	WWTP	2020 BLANKET	BOC=1/8/20 (3)
26820	WILLIAMS HARDWARE	\$ 4,500.00	WWTP	2020 BLANKET	BOC=1/8/20 (3)
26821	BRYCE HILL	\$ 5,000.00	WWTP	2020 BLANKET	BOC=1/8/20 (3)
26822	CHEROKEE RUN LANDFILL	\$ 5,000.00	WWTP	2020 BLANKET	BOC=1/8/20 (3)
26823	XYLEM WATER SOLUTIONS	\$ 5,000.00	WWTP	2020 BLANKET	BOC=1/8/20 (3)
26824	HERITAGE COOPERATIVE	\$ 10,000.00	WWTP	GAS/OIL	BOC=1/8/20 (3)
26825	ALLOWAY	\$ 26,000.00	WWTP	2020 BLANKET	BOC=1/8/20 (3)
26826	POLYDONE	\$ 50,000.00	WWTP	2020 BLANKET	BOC=1/8/20 (3)
26827	EJP	\$ 5,000.00	SEWER	2020 BLANKET	BOC=1/8/20 (3)
26828	URBANA MATERIALS	\$ 5,000.00	SEWER	2020 BLANKET	BOC=1/8/20 (3)
26829	HERITAGE COOPERATIVE	\$ 5,000.00	SEWER	2020 BLANKET	BOC=1/8/20 (3)
26830	EAST JORDAN	\$ 10,000.00	SEWER	2020 BLANKET	BOC=1/8/20 (3)
26831	CHEROKEE LANDFILL	\$ 10,000.00	STORMWATER	STREET SWEEPING DEBRIS	BOC=1/8/20 (3)
26832	OHIO LUMBER	\$ 3,000.00	STORMWATER	CATCH BASIN	BOC=1/8/20 (3)
26833	BRYCE HILL	\$ 10,000.00	STORMWATER	STORMWATER- CONCRETE	BOC=1/8/20 (3)
26834	EAST JORDAN IRON WORKS	\$ 10,000.00	STORMWATER	GRATE - IRON	BOC=1/8/20 (3)

JANUARY 2020  
PURCHASE ORDERS \$2,501-\$50,000

PURCHASE ORDER # :	VENDOR :	PURCHASE ORDER AMOUNT :	DEPARTMENT :	EXPLANATION :	BOC APPROVAL DATE & VOTE:
26856	TRUE INSPECTION SERVICES LLC	\$ 22,953.31	CAP IMP-ADMIN	CONSTRUCTION INSPECT-CONTRACT AMENDMENT URBAN RESU	BOC=1/15/20 (3)
26857	BUCKEYE POWER SALES	\$ 2,745.00	WATER	MAINTENANCE AGREEMENT FOR GENERATORS (3)	BOC=1/15/20 (3)
26858	CHAMPAIGN EXCAVATING INC	\$ 3,102.50	SEWER	SEWER LATERAL DIG-118 SCIOTO ST	BOC=1/15/20 (3)
26876	CDW-G	\$ 30,157.00	MISC NON DEPT	WINDOWS 10 & OFFICE 2019 UPGRADE	BOC=1/15/20 (3)
26877	CDW-G	\$ 8,256.67	MISC NON DEPT	UPGRADE NETWORK SERVER OPERATING SYSTEMS	BOC=1/15/20 (3)
26880	EASTON WATER SOLUTIONS	\$ 5,255.00	WWTP	DEIONIZED WATER & FILTRATION SYSTEM FOR LAB	BOC=1/22/20 (3)
26885	WALTER DRANE	\$ 5,000.00	CAP IMP-COUNCIL	01/01/20-12/31/20 BLANKET PO	BOC=1/22/20 (3)
26905	CELLEBRITE INC	\$ 3,700.00	POLICE	UFED 4 PC ULTIMATE SW RENEWAL	BOC=1/29/20 (3)
26906	MOTOROLA SOLUTIONS	\$ 3,684.75	CAP IMP-FIRE	MARCS RADIOS ACCESSORIES	BOC=1/29/20 (3)
26907	P&R COMMUNICATIONS	\$ 3,558.00	CAP IMP-FIRE	MARCS RADIOS - PROGRAMMING & INSTALLATION	BOC=1/29/20 (3)
26908	DIESEL LAPTOPS	\$ 10,213.95	STREET	TEXA LAPTOP WITH DIAGNOSTIC KIT	BOC=1/29/20 (3)
26909	OTP INDUSTRIAL SOLUTIONS	\$ 3,844.00	CAP IMP-POOL	PENTAIR STA-RITE COMMERCIAL POOL PUMP	BOC=1/29/20 (3)
26910	WHITE'S AUTO GROUP	\$ 15,700.00	CAP IMP-ZONING	2017 FORD ESCAPE SE 4X4	BOC=1/29/20 (3)
26911	CHARLES E HARRIS	\$ 2,600.00	MISC NON DEPT	2019 SINGLE AUDIT MODIFICATION	BOC=1/29/20 (3)

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Chris Boettcher  
Secretary

## Resolution # 2544-20

*A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER SUPPLY REVOLVING LOAN ACCOUNT FOR THE 2020-2021 PROGRAM YEAR ON BEHALF OF THE CITY OF URBANA, OHIO FOR THE CONSTRUCTION OF THE PHASE 2 WATER MAIN REPLACEMENT PROGRAM AND DESIGNATING A REPAYMENT SOURCE FOR THE LOAN, AND DECLARING AN EMERGENCY.*

WHEREAS, in 2011, the City of Urbana developed a planned, systematic approach to the replacement of the City of Urbana's water main and transmission infrastructure; and

WHEREAS, a portion of this infrastructure is beyond its existing useful life; and

WHEREAS, a portion of this infrastructure is in need of replacement or upgrade due to its deteriorating and failing condition; and

WHEREAS, a multi-phase approach for the replacement of water mains for the rectification of this ongoing issue was determined to be the most reasonable solution to this issue; and

WHEREAS, the Phase 1 Water Main Replacement Program was started in 2014 and completed in 2015; and

WHEREAS, the City of Urbana planned to complete a new phase of this program every five years; and

WHEREAS, Urbana City Council previously passed Resolution #2544-19 to authorize the Director of Administration to apply for, accept, and enter into Water Supply Revolving Loan Account on behalf of the City of Urbana, Ohio for the construction of the Phase 2 Water Main Replacement; and

WHEREAS, application was made on March 1, 2019 to Ohio EPA, Division of Environmental and Financial Assistance, to nominate the Phase 2 Water Main Replacement Program for loan funding through the WSRLA program; and

WHEREAS, the current project nomination requires that the project be scheduled to start construction by June 30, 2020, including loan approval and underwriting; and

WHEREAS, the Phase 2 Water Main Replacement Program is anticipated to fit within the current (2019-2020) program year for WSRLA; and

WHEREAS, the project has to be re-nominated in order to be eligible for loan funding awarded after June 30, 2020; and

WHEREAS, the City of Urbana desires to ensure that this project remains eligible for WSRLA loan funding through the Ohio Environmental Protection Agency.

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

**SECTION ONE:** That Resolution #2544-19 shall remain in effect and in force as previously passed by Urbana City Council on February 5, 2019.

**SECTION TWO:** That the Director of Administration shall be authorized to prepare and submit an updated nomination form to Ohio EPA, DEFA, for the Phase 2 Water Main Replacement Program for WSRLA loan funding for the program year of July 1, 2020 through June 30, 2021.

**SECTION THREE:** That the Director of Administration may sign all necessary documents related thereto and make necessary assurances contained in the application.

**SECTION FOUR:** That the Director of Administration may sign all necessary documents for and enter into a Water Supply Revolving Loan Account (WSRLA) for construction of said project.

**SECTION FIVE:** That the dedicated source of repayment will be Water User Rates and/or Water Special Assessment.

**SECTION SIX:** This resolution is hereby declared to be an emergency measure to take effect and be in force immediately upon passage to protect and promote public welfare and safety by promoting the timely submission of the WSRLA project nomination application to the Ohio EPA by the March 4, 2020.

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

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

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

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

\_\_\_\_\_  
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: February 18, 2020	Second reading date:	Third/Final reading date:	

Anticipated effective date if approved: February 18, 2020

## Resolution # 2573-20

**A CEREMONIAL RESOLUTION IN SUPPORT OF THE CHAMPAIGN COUNTY HISTORICAL SOCIETY'S EFFORTS TO REDESIGN AND EXPAND THE CHAMPAIGN COUNTY HISTORICAL MUSEUM AND TO OBTAIN GRANT FUNDING FROM THE STATE OF OHIO CAPITAL BUDGET THROUGH THE STATE'S CULTURAL FACILITIES GRANT PROGRAM (ceremonial resolution - one reading required).**

WHEREAS, the Champaign County Historical Society is embarking on a project to redesign existing museum space and to add additional museum space to the Champaign County Historical Museum which is located at 809 East Lawn Avenue in Urbana; and

WHEREAS, local historical facilities that are operated by registered non-profit organizations and are owned by local government are eligible for cultural facilities grant funding through the State of Ohio; and

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

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

**Section 1:** The Urbana City Council is supportive of the Champaign County Historical Society's efforts to obtain grant funding through the State of Ohio Cultural Facilities Grant Program.

**Section 2:** This resolution may be adopted after one reading pursuant to Urbana City Charter Section 2.10 and shall take effect at the earliest time allowed by law.

Passed: \_\_\_\_\_ \_\_\_\_\_ Council President

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

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

\_\_\_\_\_  
 Mayor

Department requesting: Community Development		Personnel: D. Crabill	Director of Law review
Expenditure? <b>Y (N)</b>	Emergency? <b>Y (N)</b>	Public Hearing? <b>Y (N)</b>	
Readings required: <b>(1) 2 3</b>		If yes, dates advertised:	
First reading date: 2/18/20	Second reading date:	Third/Final reading date:	

Anticipated effective date if approved: 3/3/2020