

**URBANA CITY COUNCIL
PUBLIC HEARING
TUESDAY, JUNE 6, 2023, AT 6:00 P.M.**

The Urbana City Council will hold a public hearing at 6:00 pm on Tuesday, June 6, 2023 in the City Municipal Building Council Chambers located at 205 South Main St. in Urbana, OH 43078 to consider the following proposal:

1. Adopting the tax budget of the City of Urbana, Ohio, for the fiscal year beginning January 1, 2024; Submitting the same to the County Auditor.

**URBANA CITY COUNCIL
REGULAR SESSION MEETING
June 6, 2023
(To be held in the Training Room on the 3rd Floor of the Municipal Building)**

Urbana City Council meetings are streamed via Facebook Live. These live streams can be found by visiting the City Council of Urbana, Ohio Facebook page via clicking on the link on the City Council's website: <https://www.urbanaohio.com/city-council.html>

All comments must be made in person. Due to this, the ability to comment on City Council Facebook streams will be disabled.

-
- **Call to Order**
 - **Roll Call**
 - **Pledge of Allegiance**
 - **Approval of Minutes:** Urbana City Council Regular Meeting Minutes of May 16, 2023.
 - **Communications:**
 1. Oak Dale Cemetery Board Meeting Minutes from March 17, 2023 (See Attached)
 2. Shade Tree Commission Minutes from April 14, 2023 (See Attached)
 - **Board of Control:**
 1. The Board of Control recommends Council increase purchase order number 30781 to DL Smith Concrete LLC in the amount of \$2,806.35 due to net change in quantities for the local share of the PY2021 CDBG Curb Ramp Improvements (1st and 2nd Ward Curb Ramps). The purchase order was approved by Council on February 7, 2023 for the amount of \$56,798.00, and charged to the Capital Improvement Fund. (See attached). **VOTE: 3-0**

2. The Board of Control recommends Council authorize a purchase order to Dave Kehl Chevrolet in the amount of \$64,554.48 for the purchase of a 2024 Chevy Silverado 2500 HD pick-up truck for the Fire Division. The expense will be charged to the Police & Fire Levy Capital Improvement Fund and is in the 2023 budget. (See attached). **VOTE: 3-0**

3. The Board of Control recommends Council authorize purchase orders to True Inspection Services LLC not to exceed \$408,443.20 for inspection services for the South High Street project (HP – South High Street (PID 112019)). The 2023 expense of \$191,103.20 will be charged to the Capital Improvement Fund and is in the 2023 budget. The 2024 expense of \$217,340.00 will be included in the 2024 budget. (See attached) **VOTE: 3-0**

****Footnote -** On March 27, 2023 the Parks & Recreation Board accepted a donation from Urbana Rotary in the amount of \$10,000.00 to install fencing at the pickleball court. The Park Board approved a purchase order in the amount of \$19,300.00 to Buckeye Fence Builders to install 8’ tall black chain link fencing at the pickleball court located in Melvin Miller Park.

*****Footnote –** Purchase Orders \$2,501 - \$50,000 for April 2023 (see attached)***

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

Ordinances and Resolutions

Old Business:

Third Reading:

Ordinance 4592-23: An ordinance to change the term “Captain” to the phrase “Fire Division Member in the Bureau of Fire Prevention” in Section 1501.01 of the Urbana Codified Ordinances. (Three readings required)

Second Reading:

Ordinance 4429-23: An Ordinance adopting the tax budget of the City of Urbana, Ohio, for the fiscal year beginning January 1, 2024; Submitting the same to the County Auditor. (Three readings, public hearing required)

New Business:

First Reading:

Ordinance 4593-23: An ordinance adopting a statement of services to be provided to two parcels consisting of approximately 7.622 acres, more or less, in Urbana Township proposed for annexation to the City of Urbana by the petitioner, S & L Home Center, Inc. aka S and L Home Centers, Inc. aka S & L Home Centers, Inc. by its agent, Matthew T. Watson, attorney at law, and declaring an emergency (One reading required)

Ordinance 4594-23: An ordinance relating to land use and zoning buffers for two parcels consisting of approximately 7.622 acres, more or less, in Urbana Township proposed for annexation to the City of Urbana by the petitioner, S & L Home Center, Inc. aka S and L

Home Centers, Inc. aka S & L Home Centers, Inc. by its agent, Matthew T. Watson, attorney at law, and declaring an emergency (One reading required)

Resolution 2663-23: A resolution authorizing the Director of Administration of the City of Urbana, Ohio to enter into a partnership agreement for the PY 2023 Community Housing Impact and Preservation Program (CHIP), designating Champaign County to act as the official grantee for said program, and declaring an emergency (One reading required)

Resolution 2664-23: A resolution to adopt the Solid Waste Management Plan for the Allen-Champaign-Hardin-Madison-Shelby-Union Joint Solid Waste District (One reading required)

- **Department Liaison Reports:**
 - **Miscellaneous Business:**
 1. Council
 2. Administration
 3. Council Clerk
 - **Next Meeting:** Tuesday, June 20, 2023
 - **Adjourn**
-

**URBANA CITY COUNCIL
REGULAR SESSION MEETING
TUESDAY, MAY 16, 2023**

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

City Staff attending: Director of Administration Kerry Brugger, Director of Finance Chris Boettcher, Director of Law Mark Feinstein, Mayor Bill Bean, Community Development Manager Doug Crabill, City Engineer Tyler Bumbalough, Grimes Municipal Airport Manager Elton Cultice, Police Chief Matt Lingrell and Fire Chief Dean Ortlieb.

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

Minutes

Mr. Thackery moved to put the minutes of April 18, 2023 on the floor for discussion and possible approval. Mrs. Bean seconded.

No comments/questions from Council.

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

Communications:

1. Urbana Shade Tree Commission Meeting Minutes from November 2022 (See Attached)
2. Safety Committee Meeting Minutes from April 13, 2023 (See Attached)
3. North Central Ohio Solid Waste District 2022 Landfill Disposal Annual Report (Emailed April 27, 2023)
4. Ohio Division of Liquor Control notice dated April 27, 2023, regarding the transfer liquor permit application for the Miami Street Tavern, LLC, 116 Miami St. (See Attached)
5. North Central Ohio Solid Waste Plan Ratification Package (Emailed May 10, 2023)

Mr. Thackery moved to put the communication on the floor for discussion. Mrs. Collier seconded.

No comments/questions from Council

Voice vote for acceptance of the communication. All ayes, nays none.

Administrative Reports – Board of Control:

1. The Board of Control recommends Council authorize a purchase order to The Champaign Family YMCA in the amount of \$96,283.00 for the management of the Wendell Stokes

Municipal Pool for the 2023 season (see attached). This expense will be charged to General Fund – Pool and is in the 2023 budget at \$63,900.00. **VOTE: 2-0**

Mrs. Bean moved to put this request on the floor for discussion and possible approval. Ms. Jumper seconded.

Ms. Truelove asked why the costs were higher this year. Mr. Brugger stated that this was the fifth year the YMCA will manage the City pool. He stated the biggest increase was due to labor costs. Starting wages went from \$9.30 an hour to \$10.10. He added that there was also additional start-up prep. Mr. Brugger stated that every year since the YMCA has managed the pool, the total price has never come in over the purchase order. He added that the YMCA will also take over the concessions, which is a separate contract where the City can recoup part of the sales.

Mr. Thackery stated it sounded similar to running a small business.

Voice vote on approval: all ayes, nays none.

2. The Board of Control recommends Council authorize the Director of Administration to enter in a contract with A & B Asphalt in the amount of \$551,479.37. This bid was the lowest and best bid of two bids received (see attached). The engineer's estimate was \$625,000.00. This expense will be charged to various funds and is in the 2023 budget. **VOTE: 2-0**

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

Mr. Bumbalough stated this was the street paving for the year. The attached map passed out at the meeting shows the streets to be paved, as well as the streets set for full-depth reclamation.

Mr. Scott asked regarding the full-depth reclamation, if there was to be regular concrete underneath with overlay or something lighter. Mr. Bumbalough answered that it was to be a stabilized mixture that hardens but still able to be dug through. He stated it was more solid than mud.

Voice vote on approval: all ayes, nays none.

3. The Board of Control recommends Council authorize the Director of Administration to enter into a unit price contract with R.B. Jergens Contractors, Inc. of Vandalia for the South High Street Improvements Project (ODOT PID 112019, CHP-S. High Street-0.00) in the amount of \$6,830,229.88 (contingent on final contract authorization by ODOT). This amount includes a contingency of \$96,804.03. The bid received was \$6,733,425.85 and was the only bid received. The engineer's estimate for the project was \$6,719,021.49. The South High Street Improvements will be funded by multiple federal, state and local funding sources. See attached funding breakdown and bid tabulation. **VOTE: 3-0**

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

Mr. Bumbalough stated that work for this project began all the way back in 2018 with the study through the Regional Planning Commission. The City had seven potential bidders, but only ended up with one bid.

Mr. Thackery asked if the City was in it for about \$1.5 million due to the \$900,000 leading up and the \$600,000 local up front. Mr. Bumbalough stated yes, but there was also the 0% loan. The total amount comes from numerous sources and there was over 130 line items for what was involved with the bids.

Ms. Jumper asked how long the project would run. Mr. Bumbalough stated the project would hopefully start the third week of June with a potential completion date of October 2024.

Voice vote on approval: all ayes, nays none.

4. In anticipation of Council approval of Resolution No. 2665-23, the Board of Control recommends Council authorize a purchase order to Stantec Consulting Services, Inc. in the amount of \$63,975.00 for government applications, bidding, construction administration, construction observation, and construction testing for the FAA FY2023 project at Urbana Grimes Airport for the Hangar Taxi-lane Rehabilitation, per the Engineering Services Agreement dated April 18, 2023. This expense will be charged to the appropriate open FAA AIP grants and the Airport Capital Improvement Fund, and is in the 2023 budget. **VOTE: 2-0**

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

Mr. Brugger stated this was the second year of the two-year project. He commented that last year consisted of a lot of testing. This project rehabilitates taxi lanes E & F. The City will need to cover the portions not eligible for FAA funding. This is part of the grant application that will be asked later for approval.

No comments/question from Council.

Voice vote on approval: all ayes, nays none.

Regarding the footnote, Mr. Thackery asked if the utilities for the bucket truck was to rebuild or replace. Mr. Brugger stated there was damage to the boom, and when it was opened up, more internal damage was found. The latest update is that the parts may be available in August.

Citizen Comments: None

ORDINANCES AND RESOLUTIONS

Third Reading: None

Second Reading:

Ordinance 4592-23: An ordinance to change the term “Captain” to the phrase “Fire Division Member in the Bureau of Fire Prevention” in Section 1501.01 of the Urbana Codified Ordinances. (Three readings required)

Mr. Thackery moved to put this ordinance on the floor for discussion. Ms. Jumper seconded.

Chief Ortlieb stated the fire code aims to mitigate risks to fire. The Ohio Fire Marshall is in charge. The fire code also creates the fire prevention bureau. Currently, the City has eight members within the division. Chief Ortlieb stated the public does not care about rank; it solely cares about resolving the issue. Chris Jones is the fire inspector within the bureau. This ordinance allows anyone within the bureau to be named Fire Marshall.

Mr. Thackery stated Mr. Jones is doing a great job and has great relations with the communities.

President Pro Tempore Paul declared this ordinance to have had its second reading.

First Reading:

Ordinance 4429-23: An Ordinance adopting the tax budget of the City of Urbana, Ohio, for the fiscal year beginning January 1, 2024; Submitting the same to the County Auditor. (Three readings, public hearing required)

Mrs. Bean moved to put this ordinance on the floor for discussion. Ms. Jumper seconded.

Ms. Boettcher stated this is the ordinance regarding the estimated 2024 revenue. The City has an estimated tax revenue of \$8.073 million and an estimated expenditure of roughly \$7.9 million.

President Pro Tempore declared this ordinance to have had its first reading.

Resolution 2633-23: A resolution to authorize the Director of Finance to transfer \$330,000.00 from the Perpetual Investment Fund to the Neighborhood Curb, Gutter, and Sidewalk Fund, for the purpose of repair/replacement of curbs, gutters, and sidewalks along the streets of the City of Urbana, Champaign County, Ohio. (Suspension of the rules requested)

Mr. Thackery moved for suspension of the rules to allow this to be passed on the first reading. Mrs. Collier seconded.

Roll call on suspension of the rules: Mr. Scott, yes; Mr. Paul, yes; Ms. Truelove, yes; Mr. Thackery, yes; Mrs. Collier, yes; Mrs. Bean, yes; and Ms. Jumper, yes.

Mr. Thackery moved to place the resolution on the floor for discussion and possible passage. Mr. Scott seconded.

Ms. Boettcher stated this resolution was to correct the records from the curb and gutters project from last month. This resolution makes sure the expenditures are from the correct funds.

Ms. Truelove asked about interest from the property owners. Ms. Boettcher stated the property owners are paying back their shares. This money goes back into the fund and the City is not charging interest to the property owners.

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

Resolution passes 7-0.

Resolution 2661-23: A resolution to amend Resolution 2433-22 to modify or increase appropriations within various funds of the City of Urbana, Ohio for current expenses during the fiscal year ending December 31, 2023. (Supplemental Appropriations) (Suspension of the rules requested)

Mr. Thackery moved for suspension of the rules to allow this to be passed on the first reading. Mr. Jumper seconded.

Roll call on suspension of the rules: Ms. Truelove, yes; Mr. Thackery, yes; Mrs. Collier, yes; Mrs. Bean, yes; Ms. Jumper, yes; Mr. Scott, yes; and Mr. Paul, yes.

Mr. Thackery moved to place the resolution on the floor for discussion and possible passage. Mrs. Collier seconded.

Ms. Boettcher stated that this resolution was for lining the books up with the proper expenditures. She added that the permissive motor tax is a new fund. In order to make these moves, the City needs permission of Council.

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

Resolution passes 7-0.

Resolution 2662-23: A resolution to authorize the Director of Administration to execute an economic development transfer form (TRES) from the Ohio Department of Commerce, Division of Liquor Control on behalf of Aldi, Inc. (Ohio) for their new grocery/retail store at 741 Scioto Street, and declaring an emergency. (One reading required)

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

Mr. Crabill indicated Aldi would like to obtain a C1 (beer) and C2 (wine and mixed beverages, non-spirits) permit. These permits are typically quota-limited. Urbana currently has twelve based on population and all are issued. A C1 permit for Pappy's would still be on the waiting list from 2008 if a transfer was not approved. Aldi is asking for a C1 and C2 permit transfer from other

parts of the State where the permits are not in use. Aldi is on target to open the last week in July with a formal grand opening set for the first week in August.

Mr. Thackery indicated he had to do the same for his D5 permit.

Ms. Truelove asked what would happen if the transfer is not approved. Mr. Crabill indicated Aldi would have to remain on the wait list until a local permit became available.

Mr. Paul asked if Aldi would be taking a transfer permit from another Aldi. Mr. Crabill answered not necessarily. The permits are transferred from anywhere in the State where they are not in use. He added a population shift could also increase the number of permits available locally.

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

Resolution passes 7-0.

Resolution 2665-23: A resolution authorizing the Director of Administration of the City of Urbana, to prepare and submit FINAL application to participate in the Federal Aviation Administration (FAA) Airport Improvement Program (AIP) and to execute contracts as required. (One reading required)

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

Mr. Brugger stated Council previously approved the pre-application for taxi lanes E & F. The bids did not necessarily come in. Mr. Bumbalough adjusted the Engineer's estimate and re-opened bids. The ineligible costs came to approximately \$140,000. The City also funds 5% of the eligible costs. The second bid came back approximately 7% over the Engineer's estimate with is within the allowed 10%.

Mr. Thackery stressed the importance of keeping the airport up-to-date with all of the City's economic growth.

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

Department Liaison Reports:

Mr. Thackery stated he recently met with Mr. Crabill. They reviewed all City projects. There is a lot going on and he is excited for all the forward movement.

Miscellaneous Business:

Mr. Thackery stated Second Saturday went great. It was the first for the season. He stated there were a lot of record sales downtown. He also stated he did not hear any problems for the first week of the DORA.

Mrs. Bean asked if the City was mowing Dollar General this year. Mr. Brugger stated the City has not, and would only mow if the City issued a citation. Mrs. Bean then asked the progress if the new Dollar General. Mr. Crabill stated they should close on the land sale very soon. Finally, Mrs. Bean asked if UPD was going to participate in the Special Olympics torch run. Chief Lingrell confirmed they would be participating.

Ms. Truelove asked where the City stood with 405 Gwynne Street. Mr. Brugger stated the new owner cleaned out all the rubbish. He added the new owner thought the property could be rehabbed. Mr. Brugger is staying in touch with Mr. Carter and should see some activity in the next four to five weeks.

Ms. Truelove next asked if the increase traffic on Oakland Street been estimated for wear and tear. Mr. Bumbalough stated Phoenix Ag did a traffic impact study. This did have an estimate on the number of trucks. He stated that Oakland Street, being a state route, is built to handle trucks. He added that the study also looked at a potential turn lane, but it was deemed there was not enough traffic to warrant one.

Finally, Ms. Truelove asked if there was any pending litigation against the City. Mr. Feinstein indicated there was, but could not comment publicly on anything.

Chief Ortlieb stated that UFD was currently at full man-power. He also gave a shout-out to the Public Works and Street departments. They have been calling every day with where the location projects are located so the fire department could plan accordingly for any potential runs.

Chief Lingrell informed Council that UPD was still four officers understaffed. He urged everyone to push applicants. He added that the City has advertised more than ever before. He stated that Safetytown was coming up for incoming kindergartners for the weeks of June 19th and 26th. Finally, he indicated UPD was going to start a Citizen's Police Academy. This would start in September and run for six weeks.

Mr. Cultice thanked Council for its support of the Airport project.

Mr. Crabill stated that the past weekend was the soft launch for the DORA. He would be reaching out to businesses for feedback as they get comfortable. Mr. Scott asked if any non-alcoholic businesses had opted-out. Mr. Crabill indicated it would be there choice, but had not specifically heard of any businesses doing so at this point.

Mr. Bumbalough stated there was a little bit of work going around downtown. Crack sealing is hitting twenty-three streets. The Miami Street project is in full effect. One side of Bloomfield has already been torn out and partially poured.

Mr. Brugger encouraged Council to review the Solid Waste Plan that was included as a communication. The next agenda will have the accompanying resolution approving the plan.

Mayor Bean thanked Council for passing all of the Board of Control items. He added it was a lot of money tonight.

Council Clerk Steffan stated that he will be unavailable for the June 20th Council meeting. He informed President Pro Tempore Paul that he will have notes for him and also asked the City to have anything needed for the June 20th agenda to be turned in as early as possible.

Mr. Thackery moved to adjourn. Ms. Jumper seconded. Voice vote on approval: all ayes, nays none. Motion passes 7-0.

ADJOURNED AT 7:12 p.m.

NEXT SCHEDULED MEETING

June 6, 2023 at 6:00 p.m.

Council Clerk

Council President

Oak Dale Cemetery Board
Meeting Minutes Friday, March 17, 2023

Board Members Present: Wayne Smith, John Bry, Stephanie Truelove and Tonya Barrett.

Others Present: Kerry Brugger

Wayne Smith called the meeting to order at 2:30 PM.

Minutes were reviewed from the January 20, 2023 meeting. John Bry made a motion to approve the minutes, seconded by Stephanie Truelove. Motion unanimously approved.

Old Business:

- John Bry updated the Board on the National Registry-he is working through the process. John noted the original footprint of the cemetery is still intact. He hopes to bring a draft to the next meeting. John explained once approved it will open the cemetery up for grants.
- Hexagonal Building: Ideas were discussed including a columbarium, visitor's center, utilizing a survey to seek community input for ideas. Kerry Brugger advised the Board Bob and Sara Mackert will complete an architectural rendering for energy efficiency while maintaining architectural integrity for a hexagonal columbarium reflection center. Kerry noted overall it is a fairly solid structure. Matthews will be submitting a proposal for a floor concept. John Bry suggested interpretive panels telling the story of the cemetery on the walls of the building. Safety and security of the building was discussed. Wayne Smith suggested having urn patio areas.

New Business:

- Kerry Brugger advised the Board the City did not have an ongoing electronic mapping system contract. The data could only be seen the City of Urbana data server. The City has entered into a contract with a new contractor-Ramaker. This will allow data to be seen in real time, know who is where and will expand mapping capabilities.

Updates from Bob Jumper:

- 28 Burials YTD
- Spring clean-up in process

Updates from Kerry Brugger:

- YTD Sales \$22,496

Next meeting will be at 2:30pm May 19, 2023 at the Cemetery Office.

John Bry made a motion to adjourn, seconded by Stephanie Truelove.

Respectfully submitted,

Tonya Barrett

City of Urbana Shade Tree Commission Minutes-April 14, 2023 at 7:00PM (175)

Roll Call and Introductions:

Present: Jim Lemon; Doug Crabill; Stephanie Truelove; Lynn Mintchell; Doug George; Cindy Dunham; and Deb Aksenczuk, City of Urbana Operations Coordinator (Public Works Representative)

Reading and Approval of Minutes (11/16/2022)

The minutes from the November 16, 2022 meeting were approved as prepared. Stephanie Truelove motioned to accept these minutes as prepared, and Doug George seconded this motion. This set of minutes was approved unanimously 7-0.

Nomination for 2023 Tree Commission Chair:

Stephanie Truelove nominated Jim Lemon as 2023 Tree Commission Chair, and this nomination was seconded by Cindy Dunham. All members voted to confirm this nomination by a vote of 7-0.

Nomination for 2023 Tree Commission Secretary: Stephanie Truelove nominated Cindy Dunham as 2023 Tree Commission Secretary, and this nomination was seconded by Lynn Mintchell. All members voted to confirm this nomination by a vote of 7-0.

Old Business:

Memorial Tree Program Update: Doug Crabill reported that efforts are continuing to be made to update all Memorial Tree records into the city's GPS/GIS system, MPower. Deb Aksenczuk reported that Kerry Brugger and Chad Hall are currently reviewing existing tree related data in MPower to determine what records may be incomplete or missing. Time will be scheduled with the Engineering Technician, Clay Miller, to work through remaining updates.

Oak Dale Cemetery Arboretum Update: All trees in the cemetery will be labeled, located and documented as part of this effort. Stephanie Truelove is on the Oak Dale Cemetery board and stated that she can serve as a liaison. Deb Aksenczuk stated that she and Kerry Brugger are working on the ArbNet nomination application for Oak Dale Cemetery to be a level 1 arboretum. The final version of this application will be provided to the Shade Tree Commission once submitted to ArbNet. Jim Lemon stated that the cemetery tree count had historically been about 800 and the city street number about 1200.

2022 Tree City USA Application/Award-Update/Recap: Doug stated he submitted the application on December 2nd. The requirements are as follows:

1. Must have a tree board/commission
2. Current tree ordinance which was last updated in 2020
3. \$2.00 per capita on urban forestry related activities
4. Yearly Arbor Day celebration

Doug stated that he was going to Groveport on April 19th for the Tree City Award Ceremony for the Central Ohio Region and that the City of Urbana had met the requirements for 2022.

Memorial Trees (Fall 2022)- Marker installation

Doug Crabil reported that 4 trees were planted last year-2 in the park and 2 in the cemetery. The markers need to be ordered and that Deb Aksenczuk will look into that. Once they are received, they

will need to be placed before Memorial Day. Once they are placed, someone will notify donors and let them know.

Oak Dale Cemetery-Newer Tree Plantings-Mulching

Doug Crabil stated that the trees were mulched last year and we still had some mulch left over and it is at the park. Trees will need to be mulched this year. There is an issue of who can drive the gator. Deb Aksenczuk stated that the city park workers should be able to help with this as long as they were notified ahead of time.

New Business:

Discuss Meeting Dates and Times for 2023/Schedule: It was decided to keep the meeting on the second Thursday of the month, but Deb Aksenczuk suggested that the time be changed. Cindy Dunham stated that she gets off work at 4:30 and that time was decided on for a meeting start time. Doug Crabil and Jim Lemon stated that they were unable to attend the May 11th meeting due to other commitments. As a result, the May meeting date will be changed to May 18th at 4:30PM.

Tree Condition Report (Update Excel Sheet)-Street Trees:

Doug Crabil stated that the last update was 2020 and an inventory update will be required. Any dead trees, stumps, limbs or debris that need to be removed will be noted and if necessary property owners will be notified.

Arbor Day 2023 Planning: Doug Crabil stated we need to decide where to do the 2023 Arbor Day Ceremony. Deb Aksenczuk suggested the YMCA, Stephanie Truelove offer to call Paul Waldsmith to see if they are interested in hosting the ceremony and having the preschool kids participate in the tree planting and ceremony. Doug Crabil stated that the school is always interested and we might keep the Freedom Grove Park in mind for future tree plantings and ceremonies. April 28 is the designated day for Arbor Day. Doug Crabil stated pictures and press coverage help document the event for the Tree City USA requirement.

Misc. Business:

Stephanie Truelove stated that she enjoyed the tree pruning class. Most agreed that it was very helpful and interesting.

Meeting adjourned: Motion to adjourn made by Stephanie Truelove and seconded by Doug George. All in favor 6-0

1. The Board of Control recommends Council increase purchase order number 30781 to DL Smith Concrete LLC in the amount of \$2,806.35 due to net change in quantities for the local share of the PY2021 CDBG Curb Ramp Improvements (1st and 2nd Curb Ramps). The purchase order was approved by Council on February 7, 2023 for the amount of \$56,798.00, and charged to the Capital Improvement Fund. (See attached).

TOTAL PROJECT	\$ 179,197.00
CDBG GRANT	- 119,592.65
	<hr/>
LOCAL CITY SHARE	\$ 59,604.35
PO # 30781	- 56,798.00
	<hr/>
Increase Request	\$ 2,806.35

BB 5/24/23

KB 5/24/23

CB 5/24/23

Champaign County CDBG PY2021 - Urbana Curb Ramp Improvements (#8366658)

Owner: Board of Champaign County Commissioners

Solicitor: Urbana OH, City of

Date: 5/17/23

D.L. Smith Concrete LLC Bid

Line	Item	Item Description	UofM	Bid Quantity	Unit Price	Bid Extension	As-Built Quantity	As-Built Extension	Quantity Over/(Under)	Over/(Under) Extension
Base Bid										
1	202	Pavement Removed, As Per Plan	S.Y.	267	\$10.00	\$2,670.00	267	\$2,670.00	0	\$0.00
2	202	Curb Removed, As Per Plan	Feet	596	\$10.00	\$5,960.00	803	\$8,030.00	207	\$2,070.00
3	202	Curb and Gutter Removed, As Per Plan	Feet	350	\$12.00	\$4,200.00	174	\$2,088.00	-176	(\$2,112.00)
4	202	Walk Removed	S.F.	3,876	\$3.00	\$11,628.00	4,143	\$12,429.00	267	\$801.00
5	253	6" Asphalt Pavement Repair, As Per Plan	S.Y.	267	\$40.00	\$10,680.00	267	\$10,680.00	0	\$0.00
6	608	Curb Ramp, As Per Plan	S.F.	4,355	\$20.00	\$87,100.00	4,622	\$92,440.00	267	\$5,340.00
7	609	Curb, Type 6 (City)	Feet	596	\$30.00	\$17,880.00	803	\$24,090.00	207	\$6,210.00
8	609	Combination Curb and Gutter, Type 2 (City)	Feet	350	\$35.00	\$12,250.00	174	\$6,090.00	-176	(\$6,160.00)
9	611	Curb Inlet Hood, Adjusted to Height, As Per Plan	Each	5	\$500.00	\$2,500.00	1	\$500.00	-4	(\$2,000.00)
10	614	Maintaining Traffic, As Per Plan	Lump	1	\$5,000.00	\$5,000.00	1	\$5,000.00	0	\$0.00
11	624	Mobilization	Lump	1	\$9,000.00	\$9,000.00	1	\$9,000.00	0	\$0.00
12	630	Removal and Re-Erection of Sign and Support	Each	4	\$150.00	\$600.00	3	\$450.00	-1	(\$150.00)
13	659	Seeding and Mulching Class 1, As Per Plan	S.Y.	205	\$6.00	\$1,230.00	205	\$1,230.00	0	\$0.00
14	103.05	Contract Bond	Lump	1	\$4,500.00	\$4,500.00	1	\$4,500.00	0	\$0.00
Total:						\$175,198.00		\$179,197.00		\$3,999.00

Change Order #1 Contract Addition:

\$3,999.00

DAVE KEHL CHEVROLET
38 E SANDUSKY ST
MECHANICSBURG OH 43044
937-834-2454

NONE

Cust#: 60185

RETAIL PURCHASE AGREEMENT

Deal Number: 52715

Purchaser's Name(s): CITY OF URBANA Date: 05/05/2023

Address: 107 EAST MARKET ST URBANA OH 43078 County: CHAMPAIGN

Telephone (1) : 937-652-4375 Telephone (2) : _____ DOB: _____

Email: DEAN.ORTLIEB@CI.URBANA.OH.US D.L./State I.D.# _____ Issuing State: OH Exp. Date: _____

The above information has been requested so that we may verify your identity. By signing below, you represent that you are at least 18 years of age and have authority to enter into this Agreement. The Odometer Reading for the Vehicle you are purchasing is accurate unless indicated otherwise. Please refer to the Federal Mileage Statement for full disclosure.

YEAR 2024	MAKE CHEVROLET	MODEL SILVERADO 2500HD	COLOR WHITE	STOCK NO
VIN/SERIAL NO.		ODOMETER READING <input type="checkbox"/> Not Accurate	1	SALESPERSON
THE VEHICLE IS: <input checked="" type="checkbox"/> NEW <input type="checkbox"/> USED		PRIOR USE DISCLOSURE <input type="checkbox"/> DEMONSTRATOR <input type="checkbox"/> FACTORY OFFICIAL <input type="checkbox"/> RENTAL <input type="checkbox"/> OTHER N/A		
WARRANTY STATEMENT		CASH PRICE OF VEHICLE		
We are selling this Vehicle to you AS-IS and we expressly disclaim all warranties, express and implied, including any implied warranties of merchantability and fitness for a particular purpose, unless the box beside "Used Vehicle Limited Warranty Applies" is marked below or we enter into a service contract with you at the time of, or within 90 days of, the date of this transaction. Any warranties by a manufacturer or supplier other than our Dealership are theirs, not ours, and only such manufacturer or supplier shall be liable for performance under such warranties. We neither assume nor authorize any other person to assume for us any liability in connection with the sale of the Vehicle and the related goods and services.		55200.00		
CONTRACTUAL DISCLOSURE STATEMENT (USED VEHICLES ONLY) The information you see on the window form for this Vehicle is part of this contract. Information on the window form overrides any contrary provisions in the contract of sale. Traducción Española: Guía para compradores de vehículos usados. La información que aparece en la ventanilla de este vehículo forma parte de este contrato. La información contenida en el formulario de la ventanilla anula cualquier provisión que establezca lo contrario y que aparezca en el contrato de venta.		ACCESSORIES		
<input type="checkbox"/> Used Vehicle Limited Warranty Applies: We are providing a Used Vehicle Limited Warranty in connection with this transaction. Any implied warranties apply for the duration of the Limited Warranty.		7404.48		
TRADE-IN VEHICLE INFORMATION		SERVICE CONTRACT		
Year: N/A	Make: N/A	Model: N/A	Color: N/A	1850.00
VIN/Serial No: N/A	Odometer Reading: <input type="checkbox"/> Not Accurate		N/A	N/A
Trade-In Allowance: N/A	Balance Owed & Lienholder: N/A	**Negative Equity		N/A
**NEGATIVE EQUITY: You are aware that the Balance Owed on your Trade-In/Lease Turn-In Vehicle exceeds the Trade-In Allowance from us and, as a result, you have requested that the Total Due be increased by the difference (known as the "Negative Equity" amount).		N/A		
X	X	N/A		N/A
OTHER MATERIAL UNDERSTANDINGS AND INTEGRATED DOCUMENTS		N/A		
<input type="checkbox"/> PLEASE SEE THE DELIVERY CONFIRMATION		N/A		
<input type="checkbox"/> PLEASE SEE THE CONDITIONAL (SPOT) DELIVERY AGREEMENT LIMITED RIGHT TO CANCEL		N/A		
<input type="checkbox"/> PLEASE SEE THE REGISTRATION CONVENIENCE FEE DISCLOSURE		N/A		
*The Deposit/Down Payment received from you is not refundable, except as set forth in this Retail Purchase Agreement. In the case of a Deposit, we will refrain from selling the Vehicle for _____ days.		TOTAL DUE		
X _____ X _____ N/A		64554.48		
Required to order →		LESS DEPOSIT/DOWN PAYMENT*		
		1000.00		
		LESS REBATE		
		N/A		
		LESS NET TRADE DIFFERENCE		
		N/A		
		LESS CASH DUE AT DELIVERY		
		N/A		
		AMOUNT TO BE FINANCED (See Paragraphs 11, 15, and 17)		
		63554.48		

Waiver of Jury Trial: The Dealership and Purchaser knowingly, voluntarily and intentionally waive any right they may have to a trial by jury in any litigation based upon or arising out of this Agreement, any document related to this transaction, or any course of conduct, dealing, statements (whether oral or written), or any act of Dealership or Purchaser. This Agreement and any documents which are a part of this transaction or incorporated herein comprise the entire agreement between the parties and no other agreement has been made or will be recognized. I have read all of the terms and conditions of this Agreement and agree to them as if they were printed above my signature. I further acknowledge receipt of a copy of this Agreement. This Agreement shall not become binding until signed and accepted by an Authorized Dealership Representative.

Purchaser: _____ 05/05/2023
Accepted by Authorized Dealership Representative: [Signature] 05/05/2023

Purchaser: _____
DealerCAP: _____ 8925711*DKC-FI
CATALOG #8963015



**Construction Inspection
 CHP - South High Street (PID 112019)
 Purchase Order #1 (2023 Season)**

The proposed cost for inspection services is based on an estimated work schedule of 50 hours per week for 22 weeks (July 2, 2023 through December 2, 2023). Two additional weeks have been added for our Project Inspector/Construction Engineer 1 to give him time to review plans and get acclimated with the project. Once we have an official work schedule from the contractor, we will be able to provide a more complete estimated cost. Our plan will be to match the contractors' work hours. Hours/cost is estimated on the high end to accommodate any potential issues or schedule variances. Actual costs are expected to be lower.

ESTIMATED COST:

Project Inspector/Construction Engineer 1..... \$91,737.60
 \$95.56/hr x 40 hrs/week = \$3,822.40 x 24 weeks = \$91,737.60

Project Inspector/Construction Engineer 1 Overtime\$30,333.60
 \$137.88/hr x 10 hrs/week = \$1,378.80 x 22 weeks = \$30,333.60

Waterline Inspector (TIS Employee)\$40,190.40
 \$83.73/hr x 40 hrs/week = \$3,349.20 x 12 weeks = \$40,190.40

Project Manager.....\$10,511.60
 \$95.56/hr x 5 hrs/week = \$477.80 x 22 weeks = \$10,511.60

Vehicle Expense – Project Inspector/CE 1 \$49/day (for days worked only)	\$5,390.00
\$49 x 5 days/week = \$245/wk x 22 weeks = \$5,390.00	
Vehicle Expense – Waterline Inspector \$49/day (for days worked only).....	\$2,940.00
\$49 x 5 days/week = \$245/wk x 12 weeks = \$2,940.00	
Estimated total cost of testing services (if needed) – Not To Exceed	\$10,000.00

Estimated Total Cost for 2023 Season Not To Exceed.....\$191,103.20

CITY OF URBANA ENGINEERING DEPT TRUE INSPECTION SERVICES, LLC

Principal Signature: _____ Signature: _____

Name: (Please print) _____ Name: (Please print) _____

Title _____ Title: _____

Date: _____ Date: _____



**Construction Inspection
 CHP - South High Street (PID 112019)
 Purchase Order #2 (2024 Season)**

The proposed cost for inspection services is based on an estimated work schedule of 50 hours per week for 35 weeks (March 3, 2024 through October 31, 2024). Once we have an official work schedule from the contractor, we will be able to provide a more complete estimated cost. Our plan will be to match the contractors' work hours.

ESTIMATED COST:

Project Inspector/Construction Engineer 1..... **\$133,874.00**
 $\$95.56/\text{hr} \times 40 \text{ hrs/week} = \$3,822.40 \times 35 \text{ weeks} = \$133,784.00$

Project Inspector/Construction Engineer 1 Overtime**\$48,258.00**
 $\$137.88/\text{hr} \times 10 \text{ hrs/week} = \$1,378.80 \times 35 \text{ weeks} = \$48,258.00$

Project Manager.....**\$16,723.00**
 $\$95.56/\text{hr} \times 5 \text{ hrs/week} = \$477.80 \times 35 \text{ weeks} = \$16,723.00$

Vehicle Expense – Project Inspector/CE 1 \$49/day (for days worked only)	\$8,575.00
$\$49 \times 5 \text{ days/week} = \$245/\text{wk} \times 35 \text{ weeks} =$	$\$8,575.00$
Vehicle Expense – Project Manager \$49/day (for days worked only)	\$0.00
$\$49 \times 2 \text{ days/week} = \$98/\text{week} \times 35 \text{ weeks} =$	$\$3430.00$
Estimated total cost of testing services (if needed) – Not To Exceed	\$10,000.00
<i>*Testing Services Fee Schedule Attached.</i>	

Estimated Total Cost.....**\$217,340.00.**

CITY OF URBANA ENGINEERING DEPT TRUE INSPECTION SERVICES, LLC

Principal Signature: _____ Signature: _____

Name: (Please print) _____ Name: (Please print) _____

Title _____ Title: _____

Date: _____ Date: _____

APRIL 2023
PURCHASE ORDERS \$2,501-\$50,000

PURCHASE ORDER #	VENDOR	PURCHASE ORDER AMOUNT	DEPARTMENT	EXPLANATION	BOC APPROVAL DATE & VOTE
30918	COMPASS INFRASTRUCTURE GROUP	\$ 23,241.00	ENGINEERING	SURVEYING, LEGAL DESCRIPTIONS & DOCUMENT PREP SERVICES FOR EASEMENTS/ACQUISITIONS	BOC 4.5.2023 (3)
30919	SOFTWARE SOLUTIONS	\$ 12,000.00	FINANCE	VIP CLOUD ANNUAL FEE 3/1/2023-2/28/2024	BOC 4.5.2023 (3)
30920	BRICKER GRAYDON	\$ 20,000.00	NON-DEPT	LEGAL SERVICES - S. HIGH ST. UTILITIES	BOC 4.5.2023 (3)
30921	HACH	\$ 5,309.00	WWTP	CONTROLLER FOR ALL WEATHER REFRIGERATED SAMPLER & RETRO FIT KIT	BOC 4.5.2023 (3)
30922	BERRY DIGITAL	\$ 3,000.00	NON-DEPT	ANNUAL WEBSITE SERVICING	BOC 4.5.2023 (3)
30923	WIN CAN	\$ 5,050.00	SEWER	ANNUAL WIN CAN VX SOFTWARE LICENSE	BOC 4.5.2023 (3)
30924	COMCATE	\$ 7,543.09	ZONING	CODE ENFORCEMENT MANAGER AGREEMENT 1/2023-1/2024	BOC 4.12.2023 (3)
30936	SECURITY FENCE	\$ 5,000.00	STREET	2023 BLANKET APRIL - DECEMBER	BOC 4.12.2023 (3)
30937	CHAMPAIGN COUNTY TELEPHONE SALES & SERVICE	\$ 2,550.00	VARIOUS	REPLACE & ADD ON SWITCHES FOR POLICE, FIRE & ADMIN	BOC 4.12.2023 (3)
30958	BUCKEYE FENCE	\$ 19,300.00	PARK	PICKLEBALL FENCING	BOC 4.19.2023 (3)
30959	WW WILLIAMS	\$ 15,837.19	FIRE	TRANSMISSION REPLACEMENT ON TRUCK 1	BOC 4.19.2023 (3)
30960	CONCRETE CORING CO	\$ 5,399.20	STREET	SAW CUTTING FOR MIAMI STREET	BOC 4.19.2023 (3)
30961	CHAMPAIGN COUNTY TELEPHONE SALES & SERVICE	\$ 2,520.00	NON-DEPT	ENGINEER PROGRAMMING LABOR	BOC 4.19.2023 (3)
30974	JANA CHAMP	\$ 3,650.00	CEMETERY	PERPETUAL CARE FOR SPRING-FALL 2023	BOC 4.26.2023 (2)
30975	RD HOLDER OIL CO	\$ 6,000.00	STREET	550 GALLON DOUBLE WALL SKID TANK WITH A 110 VOLT PUMP	BOC 4.26.2023 (2)
30976	JOE REES WELDING	\$ 5,200.00	WWTP	SLIDE GATE FOR HEADWORKS INFLUENT CHANNEL FABRICATED FROM 3/8" STAINLESS STEEL	BOC 4.26.2023 (2)

Chris Boettcher
Secretary

ORDINANCE NO. 4592-23

AN ORDINANCE TO CHANGE THE TERM “CAPTAIN” TO THE PHRASE “FIRE DIVISION MEMBER IN THE BUREAU OF FIRE PREVENTION” IN SECTION 1501.01 OF THE URBANA CODIFIED ORDINANCES (Three (3) readings required, no public hearing required).

Department Requesting: Fire Division

Sponsor: Councilwoman Mary Collier

WHEREAS, Section 1505.01 of the Urbana Codified Ordinances reads, in pertinent part, that “(a) The Ohio Fire Code shall be enforced by the Bureau of Fire Prevention in the Fire Division of the City, which is created and established, and which shall be operated under the supervision of the Chief of the Fire Division.

(b) The Chief of the Fire Division may detail the members of the Fire Division as inspectors as shall from time to time be necessary. In the event that a certified Fire Safety Inspector is not currently employed by the City, the Director of Administration is authorized to employ the professional services of a qualified person.”; and

WHEREAS, the current version of Section 1501.01 of the Urbana Codified Ordinances reads, in Subsection (e), that “For the purposes of this chapter, references to the “Fire Official” and the “Fire Marshal” in the Ohio Fire Code shall mean the Chief of the fire division and the **Captain** named by him under Section 1505.01(a) [Emphasis Added]; and

WHEREAS, it is the desire of the Fire Chief that he have authority to assign the most qualified individuals, regardless of rank, to the Bureau of Fire prevention; and

WHEREAS, lawfully, any Fire Division member with the necessary certification to enforce the fire code can be assigned by the fire chief to the Bureau of Fire Prevention, regardless of rank;

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

SECTION ONE:

Section 1501.01 of the Urbana Codified Ordinances is hereby amended to read as follows:

“1501.01 ADOPTION.

(a) For the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion, the most current edition of the Ohio Fire Code as adopted by the Ohio Division of State Fire Marshal, including all appendices, incorporated matter and amendments as are made from time to time, is hereby adopted.

(b) The International Code Council’s most current edition of the International Fire Code is hereby adopted.

(c) The provisions of this chapter and the Ohio Fire Code shall apply to all lands and properties within the City of Urbana.

(d) A complete copy of the Ohio Fire Code shall be kept on file in the office of the Fire Chief.

(e) For the purposes of this chapter, references to the "Fire Official" and the "Fire Marshal" in the Ohio Fire Code shall mean the Chief of the fire division and the ~~Captain~~ **fire division member in the Bureau of Fire Prevention** named by him under Section 1505.01(a).

(f) For the purpose of this Chapter (k) [B] Section 1101 of Section 1301:7-7-10 of the Ohio Administrative Code is amended to read exits shall be indicated with exit signs in accordance with requirements for new buildings listed in the most current edition of the Ohio Building Code and the Administrative Code thereof."

SECTION TWO:

All actions of City Council related to this legislation were conducted in open meetings pursuant to Urbana Codified Ordinance 107.01 and Ohio Revised Code 121.22.

SECTION THREE:

This ordinance shall become effective on the earliest date allowed by law.

President, City of Urbana Council

PASSED: _____

ATTEST: _____
Clerk of Council

This Ordinance approved by me this ____ day of _____, 2023.

Mayor, City of Urbana

REVIEWED: *W. M. Pedersen* 4/10/23
Director of Law Date

Jumper:	_____ Yay	_____ Nay	_____ N/A
Scott:	_____ Yay	_____ Nay	_____ N/A
Paul:	_____ Yay	_____ Nay	_____ N/A
Truelove:	_____ Yay	_____ Nay	_____ N/A
Thackery:	_____ Yay	_____ Nay	_____ N/A
Collier:	_____ Yay	_____ Nay	_____ N/A
Bean:	_____ Yay	_____ Nay	_____ N/A

ORDINANCE NO. 4429-23

AN ORDINANCE ADOPTING THE TAX BUDGET OF THE CITY OF URBANA, OHIO, FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2024; SUBMITTING THE SAME TO THE COUNTY AUDITOR. (Three (3) readings and public hearing required. Public Hearing Advertisement date: Friday, May 26, 2023).

Department Requesting: Finance

Sponsor: Dwight Paul

WHEREAS, the Mayor has prepared a tentative Tax Budget of the City of Urbana, Ohio, for the fiscal year beginning January 1, 2024, showing detailed estimates of all balances that will be available at the beginning of the year 2024, for the purposes of such year and of all revenues to be received for such fiscal year, including all general and special taxes, fees, costs, percentages, penalties, allowances, and other types of classes or revenues; also, estimates of all expenditures or changes in or for the purpose of such fiscal year to be paid or met from the said revenues or balances; and otherwise conforming with the requirements of law, and;

WHEREAS, said Tax Budget has been made conveniently available for public inspection for at least ten (10) days prior to adoption, by having at least two (2) copies on file in the office of the Director of Finance, and;

WHEREAS, this Council has held a Public Hearing on said Tax Budget of which public notice was given in accordance with law, and;

WHEREAS, the necessity of providing for the usual daily operations of the various municipal departments, requires that this resolution be in effect no later than July 15, 2023, and;

WHEREAS, this resolution shall take effect and be in force immediately upon approval by the Mayor as provided by Section 2.15 of the Charter of the City of Urbana, Ohio.

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

Section One.

That the Tax Budget of the City of Urbana, Ohio for the fiscal year beginning January 1, 2024, heretofore prepared by the Mayor and submitted to this Council, copies of which have been and are on file in the office of the Director of Finance, be and it is hereby adopted as the official Tax Budget of the City of Urbana, Ohio for the fiscal year beginning January 1, 2024.

Section Two.

That the Clerk of Council is authorized and directed to certify two copies of said Tax Budget and a copy of this Ordinance and to transmit the same to the Auditor of Champaign County, Ohio on or before July 20, 2023.

Section Three.

That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of its committees, if any, which resulted in formal action were taken in meetings open to the public, in full compliance of all applicable legal requirements, including ORC Section 121.22

Section Four.

That this Ordinance shall take effect and be in force from and after the earliest period allowed by law.

President, City of Urbana Council

PASSED: _____

ATTEST: _____
Clerk of Council

This Ordinance approved by me this _____ day of _____, 2023.

Mayor, City of Urbana

REVIEWED:  6/1/23
Director of Law Date



Jumper:	_____ Yay	_____ Nay	_____ N/A
Scott:	_____ Yay	_____ Nay	_____ N/A
Paul:	_____ Yay	_____ Nay	_____ N/A
Truelove:	_____ Yay	_____ Nay	_____ N/A
Thackery:	_____ Yay	_____ Nay	_____ N/A
Collier:	_____ Yay	_____ Nay	_____ N/A
Bean:	_____ Yay	_____ Nay	_____ N/A

Prepare in Triplicate
 On or before July 20th, two copies of this Budget
 must be submitted to the County Auditor

CITY OF URBANA 205 S Main Urbana, Ohio 43078
 Champaign County, Ohio Karen Bailey, Auditor

Schedule A

Date _____

This Budget must be adopted by the Council or other legislative body on or before July 15th, and two copies must be submitted to the County Auditor on or before July 20th.

FAILURE TO COMPLY WITH SEC. 5705.28 R.C. SHALL RESULT IN LOSS OF LOCAL GOVERNMENT FUND ALLOCATION.

To the Auditor of said County:

The following Budget for the budget year beginning January 1, 2024, has been adopted by Council and is herewith submitted for consideration of the County Budget Commission.

Signed Chris Boettcher

Title: Chris Boettcher, Director of Finance

SCHEDULE A

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION,
 AND COUNTY AUDITOR'S ESTIMATED RATES

For Municipal Use FUND (Include only those funds which are requesting general property tax revenue)	BUDGET YEAR AMOUNT REQUESTED OF BUDGET COMMISSION INSIDE/OUTSIDE Column 1	For Budget Commission Use		For County Auditor Use COUNTY AUDITOR'S ESTIMATE OF TAX RATE TO BE LEVIED	
		BUDGET YEAR AMOUNT APPROVED BY BUDGET COMMISSION INSIDE 10 MILL LIMITATION Column 2	BUDGET YEAR TO BE DERIVED FROM LEVIES OUTSIDE 10 MILL LIMITATION Column 3	INSIDE 10 MILL LIMIT BUDGET YEAR 4	OUTSIDE 10 MILL LIMIT BUDGET YEAR 5
		XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
GOVERNMENTAL FUNDS	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
GENERAL FUND	593,400.00				
POLICE PENSION LEVY	67,500.00				
FIRE PENSION LEVY	67,500.00				
PROPRIETARY FUNDS	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
FIDUCIARY FUNDS	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
TOTAL ALL FUNDS	728,400.00				

FUND NAME: GENERAL FUND EXHIBIT I

FUND TYPE/CLASSIFICATION: GOVERNMENTAL-GENERAL

This Exhibit is to be used for the General Fund Only

DESCRIPTION (1)	FOR 2021 ACTUAL (2)	FOR 2022 ACTUAL (3)	BUDGET YEAR ESTIMATED	BUDGET YEAR ESTIMATED
			FOR 2023 (4)	FOR 2024 (5)
REVENUES				
Local Taxes				
General Property Tax - Real Estate	562,358	564,289	563,356	564,856
Tangible Personal Property Tax				
Municipal Income Tax				
Other Local Taxes				
Total Local Taxes	562,358	564,289	563,356	564,856
Intergovernmental Revenues				
State Shared Taxes and Permits				
Local Government	339,843	364,201	330,000	361,000
Estate Tax	0	0		
Cigarette Tax	0	0		
Casino Tax	0	0		
Liquor and Beer Permits	18,391	35,973	25,000	25,000
Gasoline Tax				
Local Government Support Fund				
Property Tax Allocation	30,044	30,044	30,044	30,044
Other State Shared Taxes	338,632	340,627	340,500	473,800
Total State Shared Taxes and Permits	726,910	770,845	725,544	889,844
Federal Grants or Aid				
State Grants or Aid				
Other Grants or Aid	134,733	99,789	140,000	145,000
Total Intergovernmental Revenues	861,643	870,634	865,544	1,034,844
Special Assessments				
Charges for Services	876,843	929,464	864,900	904,750
Fines, Licenses, and Permits	494,099	464,556	530,700	539,000
Miscellaneous	198,200	269,384	219,000	212,000
Other Financing Sources:				
Proceeds from Sale of Debt				
Transfers	3,707,261	4,826,830	3,720,875	4,018,750
Advances	0	0	0	0
Other Sources	716,213	782,961	799,000	799,000
TOTAL REVENUE	7,416,617	8,708,118	7,563,375	8,073,200

FUND NAME: GENERAL FUND EXHIBIT I

FUND TYPE/CLASSIFICATION: GOVERNMENTAL-GENERAL

This Exhibit is to be used for the General Fund Only

DESCRIPTION (1)	FOR 2021 ACTUAL (2)	FOR 2022 ACTUAL (3)	BUDGET YEAR ESTIMATED	BUDGET YEAR ESTIMATED
			FOR 2023 (4)	FOR 2024 (5)
EXPENDITURES				
Security of Persons and Property				
Personal Services	3,276,355	3,513,740	3,486,650	3,660,983.00
Travel Transportation	23,070	40,139	31,400	32,970.00
Contractual Services	175,965	195,252	183,700	192,885.00
Supplies and Materials	101,819	120,762	109,300	114,765.00
Capital Outlay				
Total Security of Persons and Property	3,577,209	3,869,893	3,811,050	4,001,603
Public Health Services				
Personal Services				
Travel Transportation				
Contractual Services	52,000	52,000	52,000	52,000.00
Supplies and Materials				
Capital Outlay				
Total Public Health Services	52,000	52,000	52,000	52,000
Leisure Time Activities				
Personal Services	139,549	135,519	139,550	146,528.00
Travel Transportation	375	335	300	315.00
Contractual Services	134,114	143,314	132,900	139,545.00
Supplies and Materials	386,331	32,809	23,100	24,255.00
Capital Outlay				
Total Leisure Time Activities	660,369	311,977	295,850	310,643
Community Environment				
Personal Services	189,863	229,230	238,500	250,425.00
Travel Transportation	0	465	1,000	1,050.00
Contractual Services	76,189	106,731	72,200	75,810.00
Supplies and Materials	1,968	2,440	2,900	3,045.00
Capital Outlay	0	0	0	0.00
Total Community Environment	268,020	338,866	314,600	330,330
Basic Utility Services				
Personal Services	129,760	155,311	168,980	177,429.00
Travel Transportation	0	0	0	0.00
Contractual Services	11,370	11,516	13,800	14,490.00
Supplies and Materials	43,997	47,327	50,200	52,710.00
Capital Outlay				
Total Basic Utility Services	185,127	214,154	232,980	244,629
Transportation				
Personal Services	0	0	0	0.00
Travel Transportation	0	0	0	0.00
Contractual Services	0	0	0	0.00
Supplies and Materials	0	0	0	0.00
Capital Outlay				
Total Transportation	0	0	0	0
General Government				
Personal Services	1,592,754	1,717,402	1,712,515	1,802,915.00
Travel Transportation	2,825	3,118	9,500	9,975.00
Contractual Services	958,691	966,679	959,350	1,009,918.00
Supplies and Materials	494,312	653,055	89,100	93,555.00
Carryovers	0	0	0	0.00
Total General Government	3,048,582	3,340,254	2,770,465	2,916,363

FUND NAME: GENERAL FUND **EXHIBIT I**
FUND TYPE/CLASSIFICATION: GOVERNMENTAL-GENERAL
This Exhibit is to be used for the General Fund Only

DESCRIPTION (1)	FOR 2021 ACTUAL (2)	FOR 2022 ACTUAL (3)	BUDGET YEAR ESTIMATED FOR 2023 (4)	BUDGET YEAR ESTIMATED FOR 2024 (5)
	Debt Service			
Redemption of Principal				
Interest				
Other Debt Service				
Total Debt Service	0	0	0	0
Other Uses of Funds				
Transfers	55,000	80,000	80,000	84,000.00
Advances				
Contingencies				
Other Uses of Funds				
Total Other Uses of Funds	55,000	80,000	80,000	84,000
TOTAL EXPENDITURES	7,846,307	8,207,144	7,556,945	7,939,568
Revenues over/(under) Expenditures	(429,690)	500,974	6,430	133,632
Beginning Unencumbered Balance	4,858,883	4,429,193	4,930,167	4,936,597
Emergency Transfer from Supplemental	0	0	0	0.00
Ending Cash Fund Balance	4,429,193	4,930,167	4,936,597	5,070,229
Estimated Encumbrances (outstanding at year end)	39,232	41,036	37,785	39,698
Estimated Ending Unencumbered Fund Balance	4,389,962	4,889,132	4,898,813	5,030,532

FUND NAME >>>>POLICE & FIRE PENSION LEVY FUND

Exhibit II

FUND TYPE/CLASSIFICATION : GOVERNMENTAL / SPECIAL REVENUE

To be used for any fund receiving property tax revenue except the General Fund.

DESCRIPTION (1)	FOR 2021 ACTUAL (2)	FOR 2022 ACTUAL (3)	BUDGET YEAR ESTIMATE FOR 2023 (4)	BUDGET YEAR ESTIMATE FOR 2024 (5)
REVENUE				
POLICE PENSION	66,052.12	66,244.63	67,500.00	67,500.00
FIRE PENSION	66,052.12	66,244.63	67,500.00	67,500.00
TOTAL REVENUE	132,104.24	132,489.26	135,000.00	135,000.00
EXPENDITURES	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
(Identify each program and object code at the same level shown on Exhibit I)	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
(PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
GENERAL GOVERNMENT				
CONTRACTUAL-AUDITOR/TREASURER FEES	3,367.76	3,322.00	3,400.00	3,400.00
OTHER USES				
REIMBURSEMENT TO GENERAL FUND	111,632.24	127,678.00	131,600.00	131,600.00
TOTAL EXPENDITURES	115,000.00	131,000.00	135,000.00	135,000.00
Revenues Over (Under) Expenditures	17,104.24	1,489.26	0.00	0.00
Beginning Unencumbered Fund Balance	0.00	17,104.24	18,593.50	18,593.50
(Use actual cash balance in Col. 2 and 3)				
Ending Cash Fund Balance	17,104.24	18,593.50	18,593.50	18,593.50
Estimated Encumbrances (outstanding YEAR END)	0.00	0.00	0.00	0.00
Estimated Ending Unencumbered Fund Balance	0.00	18,593.50	18,593.50	18,593.50

								EXHIBIT III
FUND List all funds individually unless reported on Exhibit I or II	Fund	ESTIMATED UNEN- CUMBERED FUND BALANCE 1/1/24	BUDGET YEAR ESTIMATED RECEIPTS	TOTAL AVAILABLE FOR EXPENDITURES	BUDGET YR EXPENDITURES AND ENCUMBRANCES			ESTIMATED UNEN- CUMBERED FUND BALANCE 12/31/24
					PERSONAL SERVICES	OTHER	TOTAL	
GOVERNMENTAL:								
SPECIAL REVENUE:								
AIRPORT MAINTENANCE & OPERATION FUND	200	461,658.00	396,300.00	857,958.00	75,560.00	328,700.00	404,260.00	453,698.00
STREET REPAIR & MAINTENANCE FUND	205	522,332.00	972,000.00	1,494,332.00	615,230.00	233,700.00	848,930.00	645,402.00
PERMISSIVE MOTOR VEHICLE LICENSE TAX FU	207	0.00	140,000.00	140,000.00		140,000.00	140,000.00	0.00
STATE HIGHWAY FUND	210	0.00	52,000.00	52,000.00	0.00	52,000.00	52,000.00	0.00
OAKDALE CEMETERY FUND	215	36,241.00	195,500.00	231,741.00	123,485.00	67,100.00	190,585.00	41,156.00
SUPPLEMENTAL INVESTMENT FUND	230	162,200.00	500.00	162,700.00	0.00	0.00	0.00	162,700.00
CDBG PROGRAM INCOME	235	18,700.00	0.00	18,700.00	0.00	0.00	0.00	18,700.00
AMERICAN RESCUE PLAN ACT OF 2021 FUND	238	1,196,965.59	0.00	1,196,965.59	0.00	1,196,965.59	1,196,965.59	0.00
POLICE AND FIRE INCOME TAX LEVY	275	1,842,000.00	1,631,250.00	3,473,250.00	1,775,000.00	0.00	1,775,000.00	1,698,250.00
TOTAL SPECIAL REVENUE FUNDS		4,240,096.59	3,387,550.00	7,627,646.59	2,589,275.00	2,018,465.59	4,607,740.59	3,019,906.00
DEBT SERVICE FUNDS								
TOTAL DEBT SERVICE FUNDS								
CAPITAL PROJECT FUNDS								
CAPITAL IMPROVEMENT FUND	401	1,165,632.00	1,548,750.00	2,714,382.00	0.00	1,459,000.00	1,459,000.00	1,255,382.00
POLICE AND FIRE INCOME TAX LEVY	402	1,530,100.00	543,750.00	2,073,850.00	0.00	805,300.00	805,300.00	1,268,550.00
COURT IMPROVEMENT FUND	403	132,800.00	127,800.00	260,600.00	69,980.00	31,000.00	100,980.00	159,620.00
PERPETUAL INVESTMENT FUND	405	897,000.00	49,000.00	946,000.00	0.00	0.00	0.00	946,000.00
NEIGHBORHOOD CURB, GUTTER, SIDEWALK	420	166,000.00	200,000.00	366,000.00	0.00	0.00	0.00	366,000.00
TOTAL CAPITAL PROJECTS		3,891,532.00	2,469,300.00	6,360,832.00	69,980.00	2,295,300.00	2,365,280.00	3,995,552.00
SPECIAL ASSESSMENT FUNDS								
TOTAL SPECIAL ASSESSMENT FUNDS								
PROPRIETARY:								
ENTERPRISE FUNDS								
WATER REVENUE FUND	605	1,769,148.00	2,669,000.00	4,438,148.00	542,520.00	2,306,050.00	2,848,570.00	1,589,578.00
SEWER REVENUE FUND	610	3,521,074.00	3,684,400.00	7,205,474.00	985,667.00	3,222,550.00	4,208,217.00	2,997,257.00
COMPOST, MULCHING, & RECYCLING FUND	615	63,000.00	220,000.00	283,000.00	0.00	220,000.00	220,000.00	63,000.00
STORMWATER - OPERATING FUND	620	134,183.00	92,000.00	226,183.00	0.00	85,050.00	85,050.00	141,133.00
STORMWATER - CAPITAL IMP FUND	625	109,741.00	216,000.00	325,741.00	0.00	100,000.00	100,000.00	225,741.00
TOTAL ENTERPRISE FUNDS		5,597,146.00	6,881,400.00	12,478,546.00	1,528,187.00	5,933,650.00	7,461,837.00	5,016,709.00
INTERNAL SERVICE FUNDS								
TOTAL INTERNAL SERVICE FUNDS		0.00	0.00	0.00	0.00	0.00	0.00	0.00
FIDUCIARY:								
TRUST AND AGENCY FUNDS								
CEMETERY TRUST INCOME FUND	805	8,200.00	300.00	8,500.00	0.00	300.00	300.00	8,200.00
FIRE TRUST FUND	810	88,400.00	10,000.00	98,400.00	0.00	10,000.00	10,000.00	88,400.00
POLICE TRUST FUND	815	27,700.00	10,000.00	37,700.00	0.00	5,000.00	5,000.00	32,700.00
CITY BEAUTIFICATION TRUST FUND	820	58,500.00	3,000.00	61,500.00	0.00	3,000.00	3,000.00	58,500.00
PARKS & RECREATION TRUST FUND	825	91,300.00	15,000.00	106,300.00	0.00	15,000.00	15,000.00	91,300.00
MAUSOLEUM TRUST FUND	835	65,800.00	55,000.00	120,800.00	0.00	39,000.00	39,000.00	81,800.00
CEMETERY IMPROVEMENT TRUST FUND	840	8,100.00	2,300.00	10,400.00	0.00	2,300.00	2,300.00	8,100.00
LODGING TAX REVENUE FUND	900	0.00	40,000.00	40,000.00	0.00	40,000.00	40,000.00	0.00
INCOME TAX REVENUE FUND	905	0.00	7,500,000.00	7,500,000.00	0.00	7,500,000.00	7,500,000.00	0.00
TOTAL TRUST AND AGENCY FUNDS		348,000.00	7,635,600.00	7,983,600.00	0.00	7,614,600.00	7,614,600.00	369,000.00
TOTAL FOR MEMORANDUM ONLY		14,076,774.59	20,373,850.00	34,450,624.59	4,187,442.00	17,862,015.59	22,049,457.59	12,401,167.00

OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

The Budget Commission of CHAMPAIGN County, Ohio, hereby makes the following Official Certificate of Estimated

Resources for the CITY OF URBANA for the BUDGET YEAR beginning January 1st, 2024

FUND	Estimated Unen- cumbered Balance January 1st, 2024	Real Estate Property Tax	Personal Property Tax	Local Government Money	Rollback, Homestead and Personal Property Tax Exemption	Other Sources	Total
GOVERNMENTAL FUND TYPE							
General Fund							
Special Revenue Funds							
Debt Service Funds							
Capital Project Funds							
Special Assessment Funds							
PROPRIETARY FUND TYPE							
Enterprise Funds							
Internal Service Funds							
FIDUCIARY FUND TYPE							
Trust and Agency Funds							
TOTAL ALL FUNDS							

The Budget Commission further certifies that its action on the foregoing budget and the County Auditor's estimate of the rate of each tax necessary to be levied within and outside the 10 mill limitation is set forth in the proper columns of the preceding pages and the total amount approved for each fund must govern the amount of appropriation from such fund.

DATE _____, 20__

Budget
Commission

OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

FUND	Estimated Unen- cumbered Balance January 1, 2024	Real Estate Property Tax	Personal Property Tax	Local Government Money	Rollback, Homestead and Personal Property Tax Exemption	Other Sources	Total
GOVERNMENTAL FUNDS:							
GENERAL FUND:							
General Fund							
SPECIAL REVENUE FUNDS:							
Street Maintenance & Repair Fund							
State Highway Improvement Fund							
Cemetery Fund							
Airport Maintenance Fund							
C.D.B.G. Program Income Fund							
Supplemental Investment							
Police & Fire Pension Levy Fund							
Police & Fire Income Tax Fund							
TOTAL SPECIAL REVENUE FUNDS							
DEBT SERVICE FUNDS:							
TOTAL DEBT SERVICE FUNDS							
CAPITAL PROJECT FUNDS:							
Capital Improvement Fund							
Perpetual Investment Fund							
Police & Fire Income Tax Fund							
TOTAL CAPITAL PROJECT FUNDS							

OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

FUND	Estimated Unen- cumbered Balance January 1, 2024	Real Estate Property Tax	Personal Property Tax	Local Government Money	Rollback, Homestead and Personal Property Tax Exemption	Other Sources	Total
SPECIAL ASSESSMENT FUNDS							
TOTAL SPECIAL ASSESSMENT FUNDS							
ENTERPRISE FUNDS:							
Water Fund							
Sanitary Sewer Fund							
Compost & Mulching Fund							
Sewer Replacement Fund							
Stormwater - Operating							
Stormwater - Capital Improvement							
TOTAL ENTERPRISE FUNDS							
INTERNAL SERVICE FUNDS:							
Central Stores							
TOTAL INTERNAL SERVICE FUNDS							
TRUST AND AGENCY FUNDS:							
Income Tax Revenue Fund							
City Beautification Fund							
Fire Trust Fund							
Police Trust Fund							
Cemetery Trust Income Fund							
Mausoluem Trust Fund							
TOTAL TRUST AND AGENCY FUNDS							
TOTAL ESTIMATED RESOURCES (memo)							

ORDINANCE NO. 4593-23

AN ORDINANCE ADOPTING A STATEMENT OF SERVICES TO BE PROVIDED TO TWO PARCELS CONSISTING OF APPROXIMATELY 7.622 ACRES, MORE OR LESS, IN URBANA TOWNSHIP PROPOSED FOR ANNEXATION TO THE CITY OF URBANA BY THE PETITIONER, S & L HOME CENTER, INC. AKA S AND L HOME CENTERS, INC. AKA S & L HOME CENTERS, INC. BY ITS AGENT, MATTHEW T. WATSON, ATTORNEY AT LAW, AND DECLARING AN EMERGENCY. (One (1) reading required, no public hearing required)

Department Requesting: Community Development Sponsor: Councilman Pat Thackery

WHEREAS, a petition has been filed with the Champaign County Commissioners on May 16, 2023 by the petitioner, S & L Home Center, Inc. AKA S and L Home Centers, Inc. AKA S & L Home Centers, Inc. by its agent, Matthew T. Watson, Attorney at Law, for annexation to the City of Urbana, certain real estate in Urbana Township designated in Exhibits “A” & “B” hereto; and

WHEREAS, pursuant to Section 709.023 (C), Ohio Revised Code, the City Council is required to adopt a statement indicating what services, if any, the City will provide to the territory proposed for annexation within twenty (20) calendar days of the petition’s filing date.

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

SECTION ONE:

That, with respect to the territory proposed for annexation aforesaid, the City of Urbana will provide such services as are otherwise provided to incorporated areas of this City in accordance with applicable contemporary law, practice, custom, regulation and resources. The services of the City of Urbana currently include, but are not limited to, police, fire, ambulance, repair and maintenance of publicly dedicated streets, zoning, access to existing municipal water and sewer lines and service as well as general municipal government.

SECTION TWO:

These services will be provided to the territory petitioned for annexation on the condition that the petitioner or agent for the petitioner file a legal description and an annexation plat prepared by an Ohio licensed surveyor prior to the annexation petition being granted by the Champaign County Board of Commissioners.

SECTION THREE:

These services will be provided starting on the date that the annexation is recorded with the Champaign County Recorder’s Office which is also the effective date of the annexation.

Municipal water and sewer will be provided at the established outside city rate until the effective date of the annexation.

SECTION FOUR:

That, with respect to the territory proposed for annexation aforesaid, the City of Urbana hereby consents to the proposed annexation, and the City of Urbana agrees to provide services if the conditions outlined in Sections Two and Three of this Ordinance are met.

SECTION FIVE:

That the formal actions and discussion of Urbana City Council concerning this legislation were conducted in open meetings in compliance with Ohio Revised Code 121.22 and Urbana Codified Ordinance 107.01.

SECTION SIX:

This ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public health, safety, and welfare by the provision of municipal services to the territory for annexation. The reasons for such necessity are the established timeframes established in Ohio Revised Code for this annexation process. Therefore, this ordinance shall go into immediate effect.

President, City of Urbana Council

PASSED: _____

ATTEST: _____
Clerk of Council

This Ordinance approved by me this _____ day of _____, 2023.

Mayor, City of Urbana

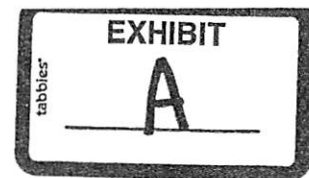
REVIEWED: William D. [Signature] 6/11/23
Director of Law Date



Jumper:	_____ Yay	_____ Nay	_____ N/A
Scott:	_____ Yay	_____ Nay	_____ N/A
Paul:	_____ Yay	_____ Nay	_____ N/A
Truelove	_____ Yay	_____ Nay	_____ N/A
Thackery:	_____ Yay	_____ Nay	_____ N/A
Collier:	_____ Yay	_____ Nay	_____ N/A
Bean:	_____ Yay	_____ Nay	_____ N/A



EDWARDS SURVEYING
110 South Main Street
Urbana, Ohio 43078
(937) 653-6508



LEGAL DESCRIPTION – S & L HOME CENTER - ANNEXATION – 7.622 ACRES

Being situate in the State of Ohio, County of Champaign, Township of Urbana, and being a part of the Northwest Quarter of Section 11, Town 5, Range 11, B.T.M.R.S., and being a tract to be annexed into the City of Urbana and being more particularly described as follows:

Beginning for reference at a Mag Nail found on the centerline of U.S. Route 36 (variable width right-of-way) at the Southwest corner of Urbana Commons as recorded in Plat Slide 449, Cabinet 2, of the Champaign County Plat Records, also being on a Corporation line of the City of Urbana;

thence with the centerline of U.S. Route 36, S-84°52'45"-E, 11.73'(feet) to a Mag Nail set at the Northwest corner of a 0.75 acre tract conveyed to Aaron Michael Portis by deed recorded in Official Record 582, Page 3604, also being at the Northeast corner of a 7.940 acre tract conveyed to Spartan Brothers Capital, LLC, by deed recorded in Official Record 513, Page 493;

thence with the East line of the 7.940 acre tract, S-5°58'15"-W, 30.00'(feet) to a point on the right-of-way line of U.S. Route 36, also being on a Corporation line of the City of Urbana, passing for reference an iron bar found at 28.50'(feet);

thence with the right-of-way line of U.S. Route 36 and a Corporation line of the City of Urbana, S-84°52'45"-E, 165.00'(feet) to an iron bar found at the **PRINCIPLE PLACE OF BEGINNING** for the tract hereinafter described, also being on the East line of a 0.75 acre tract conveyed to S & L Home Center, Inc, by deed recorded in Official Record 588, Page 4490;

thence continuing with the right-of-way line and the corporation line following two (2) courses:

1. S-84°52'45"-E, 152.78'(feet) to an iron bar set;
2. N-86°12'15"-E, 97.15'(feet) to an iron bar found on the West line of an 8.101 acre tract conveyed to Farmers Equipment, Inc, by deed recorded in Official Record 477, Page 976;

thence with the West line of the 8.101 acre tract, S-5°59'00"-W, 960.86'(feet) to an iron bar found on a North line of a 36.021 acre tract conveyed to Cindy S. Johnson by deed recorded in Official Record 586, Page 5660;

thence with a North line of the 36.021 acre tract and with a North line of a 0.918 acre tract conveyed to the City of Urbana by deed recorded in Deed Volume 233, Page 429, N-85°07'41"-W, 98.16'(feet) to an iron bar set;

thence continuing with a North line of the 0.918 acre tract and a North line of Johnson's 36.021 acre tract, N-85°04'08"-W, 315.19'(feet) to an iron pipe found on the East line of a 6.186 acre tract conveyed to Von Commercial Investments, LLC, by deed recorded in Official Record 587, Page 2350, also being on an East corporation line of the City of Urbana;

thence with the East line of the 6.186 acre tract and the corporation line, N-5°58'15"-E, 583.52'(feet) to an iron bar found at the Southwest corner of aforementioned Portis' 0.75 acre tract;

thence with the South line of Portis' tract and with the South line of aforementioned S & L Home Center's 0.75 acre tract, S-84°52'45"-E, 165.00'(feet) to an iron bar found;

thence with the East line of S & L Home Center's 0.75 acre tract, N-5°58'15"-E, 363.75'(feet) to the place of beginning.

Containing 7.622 acres to be annexed into the City of Urbana, Champaign County Ohio.

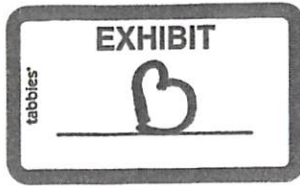
Being all of the area outside of the Road right-of-way of a 5.0470 acre tract conveyed to S & L Home Center, Inc., by deed recorded in Official Record 96, Page 635 and all of the area of a 2.162 acre tract outside of the Road right-of-way conveyed to S & L Home Center, Inc., by deed recorded in Official Record 246, Page 640, of the Champaign County Records.

The foregoing description prepared by and in accordance with a survey by William D. Edwards, Professional surveyor No. 7574, April 19, 2023. All iron bars set are 5/8"x30" iron re-bar with a yellow plastic cap stamped "EDWARDS PS 7574". Bearings are based on the centerline of U.S. Route 36 per an assumed bearing of S-84°52'45"-E.

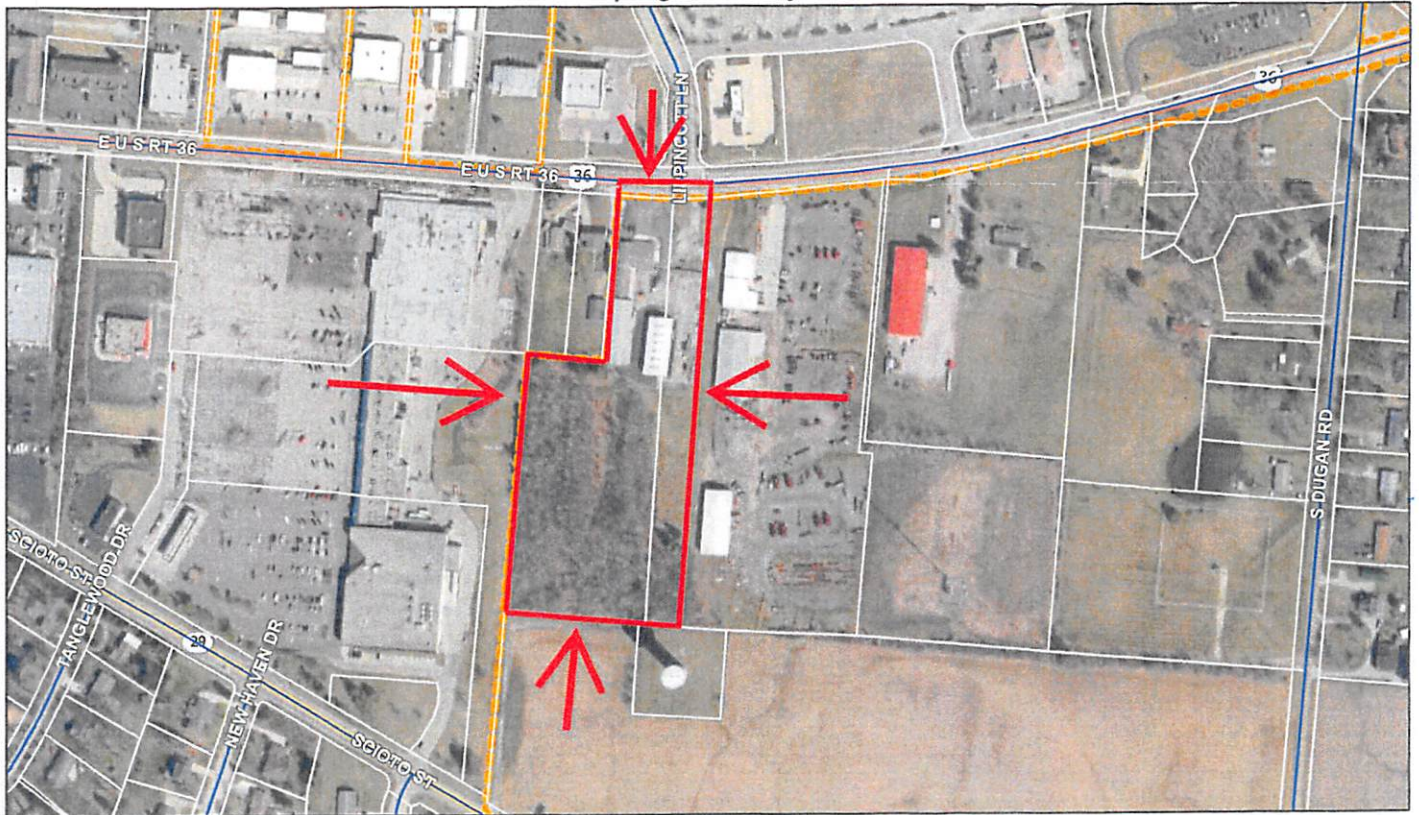


A handwritten signature in blue ink that reads "William D. Edwards". The signature is written in a cursive style and is positioned above a horizontal line.

William D. Edwards, P.S. 7574

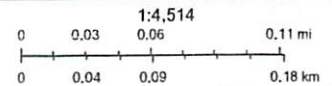


Champaign County Ohio



5/8/2023, 11:50:40 AM

- Parcels
- Road Names



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinsen, NCEAS, NLS, OS, NMA, Geodatasysteisen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community

ORDINANCE NO. 4594-23

AN ORDINANCE RELATING TO LAND USE AND ZONING BUFFERS FOR TWO PARCELS CONSISTING OF APPROXIMATELY 7.622 ACRES, MORE OR LESS, IN URBANA TOWNSHIP PROPOSED FOR ANNEXATION TO THE CITY OF URBANA BY THE PETITIONER, S & L HOME CENTER, INC. AKA S AND L HOME CENTERS, INC. AKA S & L HOME CENTERS, INC. BY ITS AGENT, MATTHEW T. WATSON, ATTORNEY AT LAW, AND DECLARING AN EMERGENCY. (One (1) reading required, no public hearing required)

Department Requesting: Community Development Sponsor: Councilman Pat Thackery

WHEREAS, a petition has been filed with the Champaign County Commissioners on May 16, 2023 by the petitioner, S & L Home Center, Inc. AKA S and L Home Centers, Inc. AKA S & L Home Centers, Inc. by its agent, Matthew T. Watson, Attorney at Law, for annexation to the City of Urbana, certain real estate in Urbana Township designated in Exhibits “A” & “B” hereto; and

WHEREAS, pursuant to Section 709.023 (C), Ohio Revised Code, the City Council is required to adopt an ordinance relating to land use and zoning buffers for territory proposed for annexation within twenty (20) calendar days of the petition’s filing date.

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

SECTION ONE:

That, with respect to the territory proposed for annexation aforesaid, the City of Urbana hereby finds that the existing use of this territory is compatible with surrounding land uses under the existing township zoning regulations.

SECTION TWO:

That, with respect to the territory proposed for annexation aforesaid, the City of Urbana shall reserve the right to rezone the territory to maintain compatible land use in the territory proposed for annexation in accordance with the provisions of Chapter 1113 and Part 11 of the Codified Ordinances of the City of Urbana after the annexation process has been officially completed. Furthermore, this territory shall be subject to municipal zoning regulations once it has been designated on the Official Zoning Map of the City of Urbana.

SECTION THREE:

That, with respect to buffering for incompatible land uses, no buffering shall be deemed necessary as current and proposed land uses within this territory shall be deemed compatible with surrounding land uses under the existing township zoning regulations.

SECTION FOUR:

That, with respect to the existing non-conforming billboards (off-premise signs) within the territory, these signs shall be handled in accordance with non-conforming section of the city’s sign zoning code.

SECTION FIVE:

That the formal actions and discussion of Urbana City Council concerning this legislation were conducted in open meetings in compliance with Ohio Revised Code 121.22 and Urbana Codified Ordinance 107.01.

SECTION SIX:

This ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public health, safety, and welfare as it relates to land use planning for the territory proposed for annexation. The reasons for such necessity are the established timeframes established in Ohio Revised Code for this annexation process. Therefore, this ordinance shall go into immediate effect.

President, City of Urbana Council

PASSED: _____

ATTEST: _____
Clerk of Council

This Ordinance approved by me this ____ day of _____, 2023.

Mayor, City of Urbana

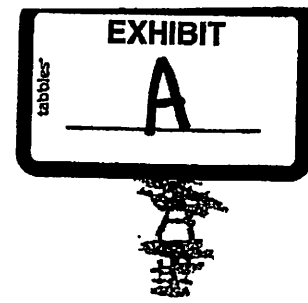
REVIEWED: *William Pennington* 6/11/23
Director of Law Date



Jumper:	_____ Yay	_____ Nay	_____ N/A
Scott:	_____ Yay	_____ Nay	_____ N/A
Paul:	_____ Yay	_____ Nay	_____ N/A
Truelove	_____ Yay	_____ Nay	_____ N/A
Thackery:	_____ Yay	_____ Nay	_____ N/A
Collier:	_____ Yay	_____ Nay	_____ N/A
Bean:	_____ Yay	_____ Nay	_____ N/A



EDWARDS SURVEYING
110 South Main Street
Urbana, Ohio 43078
(937) 653-6508



LEGAL DESCRIPTION – S & L HOME CENTER - ANNEXATION – 7.622 ACRES

Being situate in the State of Ohio, County of Champaign, Township of Urbana, and being a part of the Northwest Quarter of Section 11, Town 5, Range 11, B.T.M.R.S., and being a tract to be annexed into the City of Urbana and being more particularly described as follows:

Beginning for reference at a Mag Nail found on the centerline of U.S. Route 36 (variable width right-of-way) at the Southwest corner of Urbana Commons as recorded in Plat Slide 449, Cabinet 2, of the Champaign County Plat Records, also being on a Corporation line of the City of Urbana;

thence with the centerline of U.S. Route 36, S-84°52'45"-E, 11.73'(feet) to a Mag Nail set at the Northwest corner of a 0.75 acre tract conveyed to Aaron Michael Portis by deed recorded in Official Record 582, Page 3604, also being at the Northeast corner of a 7.940 acre tract conveyed to Spartan Brothers Capital, LLC, by deed recorded in Official Record 513, Page 493;

thence with the East line of the 7.940 acre tract, S-5°58'15"-W, 30.00'(feet) to a point on the right-of-way line of U.S. Route 36, also being on a Corporation line of the City of Urbana, passing for reference an iron bar found at 28.50'(feet);

thence with the right-of-way line of U.S. Route 36 and a Corporation line of the City of Urbana, S-84°52'45"-E, 165.00'(feet) to an iron bar found at the **PRINCIPLE PLACE OF BEGINNING** for the tract hereinafter described, also being on the East line of a 0.75 acre tract conveyed to S & L Home Center, Inc, by deed recorded in Official Record 588, Page 4490;

thence continuing with the right-of-way line and the corporation line following two (2) courses:

1. S-84°52'45"-E, 152.78'(feet) to an iron bar set;
2. N-86°12'15"-E, 97.15'(feet) to an iron bar found on the West line of an 8.101 acre tract conveyed to Farmers Equipment, Inc, by deed recorded in Official Record 477, Page 976;

thence with the West line of the 8.101 acre tract, S-5°59'00"-W, 960.86'(feet) to an iron bar found on a North line of a 36.021 acre tract conveyed to Cindy S. Johnson by deed recorded in Official Record 586, Page 5660;

thence with a North line of the 36.021 acre tract and with a North line of a 0.918 acre tract conveyed to the City of Urbana by deed recorded in Deed Volume 233, Page 429, N-85°07'41"-W, 98.16'(feet) to an iron bar set;

thence continuing with a North line of the 0.918 acre tract and a North line of Johnson's 36.021 acre tract, N-85°04'08"-W, 315.19'(feet) to an iron pipe found on the East line of a 6.186 acre tract conveyed to Von Commercial Investments, LLC, by deed recorded in Official Record 587, Page 2350, also being on an East corporation line of the City of Urbana;

thence with the East line of the 6.186 acre tract and the corporation line, N-5°58'15"-E, 583.52'(feet) to an iron bar found at the Southwest corner of aforementioned Portis' 0.75 acre tract;

thence with the South line of Portis' tract and with the South line of aforementioned S & L Home Center's 0.75 acre tract, S-84°52'45"-E, 165.00'(feet) to an iron bar found;

thence with the East line of S & L Home Center's 0.75 acre tract, N-5°58'15"-E, 363.75'(feet) to the place of beginning.

Containing 7.622 acres to be annexed into the City of Urbana, Champaign County Ohio.

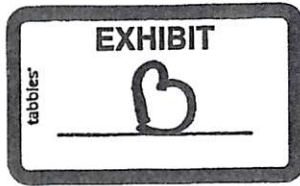
Being all of the area outside of the Road right-of-way of a 5.0470 acre tract conveyed to S & L Home Center, Inc., by deed recorded in Official Record 96, Page 635 and all of the area of a 2.162 acre tract outside of the Road right-of-way conveyed to S & L Home Center, Inc., by deed recorded in Official Record 246, Page 640, of the Champaign County Records.

The foregoing description prepared by and in accordance with a survey by William D. Edwards, Professional surveyor No. 7574, April 19, 2023. All iron bars set are 5/8"x30" iron re-bar with a yellow plastic cap stamped "EDWARDS PS 7574". Bearings are based on the centerline of U.S. Route 36 per an assumed bearing of S-84°52'45"-E.

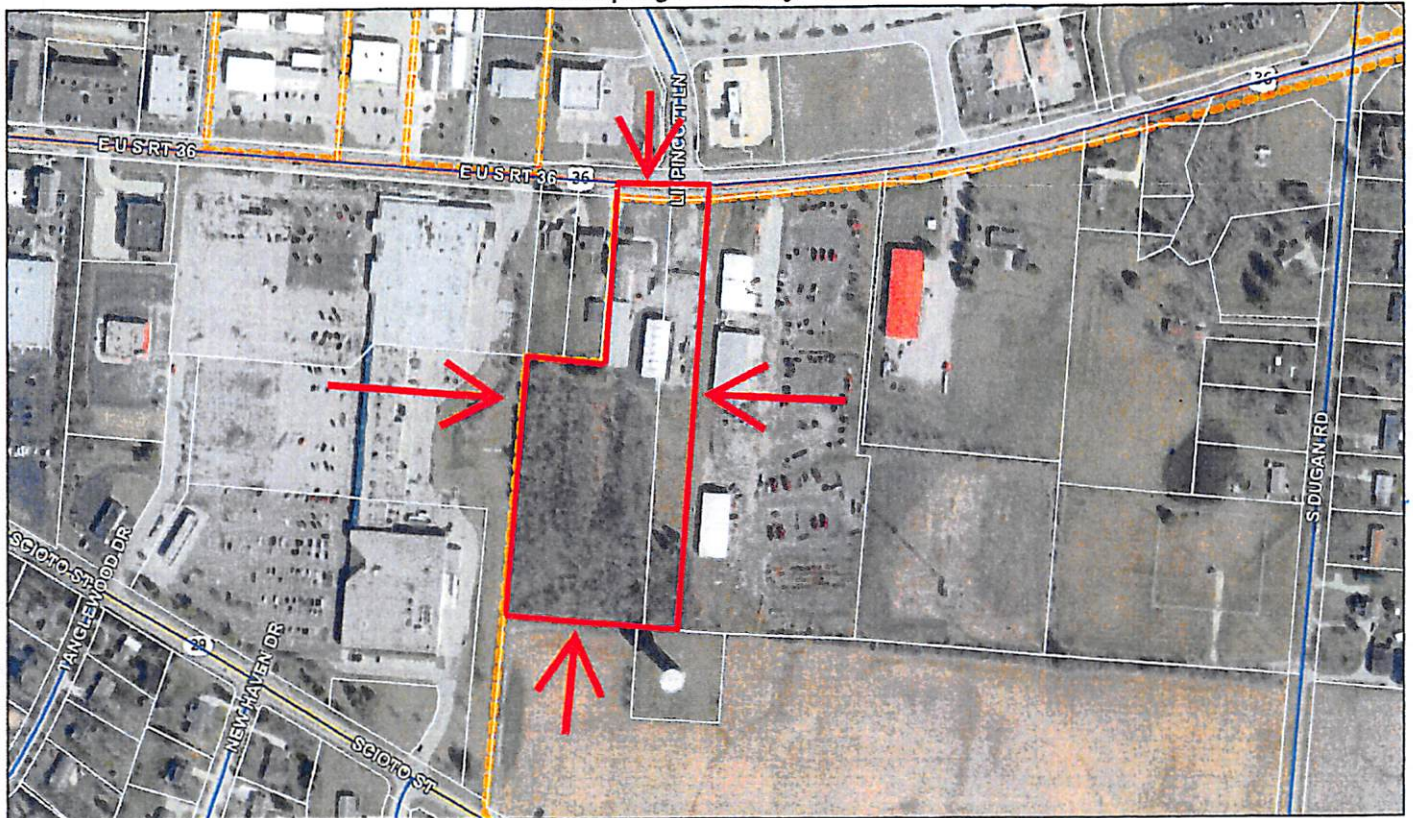


William D. Edwards

William D. Edwards, P.S. 7574



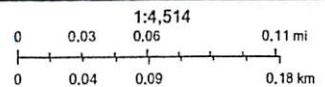
Champaign County Ohio



5/8/2023, 11:50:40 AM

Parcels

Road Names



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatasystemen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community

RESOLUTION NO. 2663-23

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION OF THE CITY OF URBANA, OHIO TO ENTER INTO A PARTNERSHIP AGREEMENT FOR THE PY 2023 COMMUNITY HOUSING IMPACT AND PRESERVATION PROGRAM (CHIP), DESIGNATING CHAMPAIGN COUNTY TO ACT AS THE OFFICIAL GRANTEE FOR SAID PROGRAM, AND DECLARING AN EMERGENCY. (One (1) reading required, no public hearing required)

Department Requesting: Community Development Sponsor: Councilman Pat Thackery

WHEREAS, the Ohio Department of Development, Office of Community Development (OCD) is encouraging local eligible communities to form a partnership to apply for and administer the PY 2023 Community Housing Impact and Preservation Program (CHIP) grant; and

WHEREAS, the formulation of a partnership will enable the City of Urbana and Champaign County to be eligible to apply for \$700,000 in PY 2023 CHIP funds; and

WHEREAS, OCD is requiring that one entity of the partnership take the lead and be the official Grantee.

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

SECTION ONE:

That the Director of Administration of the City of Urbana is authorized to enter into a partnership agreement with Champaign County which authorizes Champaign County and its consultant to prepare the application and administer the PY 2023 CHIP grant.

SECTION TWO:

That the Council of the City of Urbana hereby designates Champaign County as the official Grantee for the PY 2023 CHIP program/grant.

SECTION THREE:

That the Director of Administration and the Director of Finance shall be authorized to commit local CDBG and HOME program income funds as required by the Ohio Department of Development, Office of Community Development in accordance with their policies and in order for said application to remain competitive.

SECTION FOUR:

That the formal actions and discussion of Urbana City Council concerning this legislation were conducted in open meetings in compliance with Ohio Revised Code 121.22 and Urbana Codified Ordinance 107.01.

SECTION FIVE:

That Urbana City Council hereby declares an emergency. To protect public health, safety and

welfare needs of City residents, this legislation shall take effect immediately after passage which will ensure timely submission of the grant application.

President, City of Urbana Council

PASSED: _____

ATTEST: _____
Clerk of Council

This Resolution approved by me this ____ day of _____, 2023.

Mayor, City of Urbana

REVIEWED: *M. M. [Signature]* 5/23/23
Director of Law Date

Jumper: ____ Yay ____ Nay ____ N/A

Scott: ____ Yay ____ Nay ____ N/A

Paul: ____ Yay ____ Nay ____ N/A

Truelove ____ Yay ____ Nay ____ N/A

Thackery: ____ Yay ____ Nay ____ N/A

Collier: ____ Yay ____ Nay ____ N/A

Bean: ____ Yay ____ Nay ____ N/A

**PROGRAM YEAR 2023
COMMUNITY HOUSING IMPACT AND PRESERVATION (CHIP) PROGRAM
PARTNERSHIP AGREEMENT**

This Partnership Agreement (hereinafter) "Agreement" is made and entered into by and between Champaign County, located at 1512 US 68 South, Suite 100A, Urbana, OH 43078 (hereinafter) "Applicant", and City of Urbana, 205 S. Main Street, Urbana, OH 43078 (hereinafter) "Partner" this _____ day of _____, 2023.

BACKGROUND INFORMATION

- A. The Ohio Department of Development – Office of Community Development has CHIP funds available through CDBG, HOME and OHTF Federal and State allocations for Program Year 2023 to be offered through a competitive application process.
- B. Funding thresholds are set by the State for CHIP assistance based on partnering status and population of Cities within the partnering jurisdiction.
- C. It has been agreed upon and binding through execution of this Agreement, that Champaign County will be the Applicant and City of Urbana will be the Partner, responsibilities outlined herein this Agreement for purposes of applying for and implementing the PY 2023 CHIP grant, if funded.

RESPONSIBILITIES OF APPLICANT

1. Applicant will be responsible for the overall management of the PY 2023 CHIP grant in accordance with the terms and conditions, as outlined in the grant agreement with the Ohio Department of Development. Applicant also is compliant with OCD 21-03, Procurement Requirements for Federally Funded OCD Programs.
2. Applicant will be responsible for administrative duties relating to the overall oversight, management and implementation of the following:
 - Citizen Participation
 - Grant application Pre-Planning Process
 - Grant application preparation, approval and submission
 - Grant agreement execution with the State of Ohio
 - Awarding and ownership of contracts
 - Financial Management including; preparation and approval of all drawdown of funds requests/reports and payment of expenses directly to all vendors

- Environmental Review Record preparation, certification and compliance
- Determination of allowable costs and maintenance of records and source documentation for State monitoring purposes for at least three (3) years from the final closeout of the PY 2023 CHIP grant
- Management of Affordability Periods/Resale Provisions
- Filing all mortgages on properties and managing mortgages
- Determination of conflict of interest
- Approval of program Policies & Guidelines and CHIP performance manual(s)
- Real and personal property management and disposition
- Certification of program Status and Final Performance Reports
- Management of Citizen Complaint Procedures
- Implementation of Fair Housing Program
- Client intake and file management
- Housing Inspection and Management
- Approval of Change Orders, Final Payments and Final Completion of all Units
- Procurement and oversight of Lead-Based Risk Assessment Services and CHIP Administrator
- Local Representative for all CHIP funded activities.

RESPONSIBILITIES OF PARTNER

1. Partner will be responsible for selecting CHIP project activities in conjunction with Champaign County Commissioners.
2. Partner will be responsible to enter into this Partnership Agreement with Applicant.
3. Partner will be responsible to pass legislation authorizing Champaign County as the CHIP Applicant.
4. Partner agrees to Applicant utilizing Applicant's adopted Policy & Procedure Manual and Performance Manual for execution of the CHIP Program.
5. Partner agrees to provide any program related information to the Applicant as needed for reporting purposes.
6. Partner agrees to be compliant with Program Policy Notice: OCD 21-03, Procurement Requirements for Federally Funded OCD Programs.

AVAILABLE FUNDING

1. Applicant and Partner grant ceiling amounts as determined by the State of Ohio are as follows:

- Applicant County.....\$400,000
- Partnering City\$300,000

Total Maximum Grant Request: \$700,000

It is hereby understood that the total \$700,000 allocation outlined above will be spent on the following activities. It is also understood that while the funds represent \$400,000 for Champaign County and \$300,000 for Urbana, the funds may be spent anywhere in Champaign County and that the following breakdown is only a goal and that the actual expenditures may vary from the proposed budget. The County will report the grant status to Urbana on a quarterly basis.

	Champaign County	Urbana	Total
Owner Home Repair	\$126,000 7 Units @ \$18,000	\$84,000 5 Units @ \$16,800	\$210,000 12 Units @ \$17,500
Owner Rehabilitation	\$224,000 3 Units @ \$74,667	\$182,000 3 Units @ \$60,667	\$406,000 6 Units @ \$67,667
Administration/Fair Housing	\$50,000	\$34,000	\$84,000
Total	\$400,000	\$300,000	\$700,000

PROGRAM INCOME

1. It is understood the Applicant will account for and manage all Program Income received as a result of recapture of program funds. The Applicant will account for program income received from both Applicant and Partner jurisdictions and will authorize eligible expenses of Program Income in the jurisdiction where the Program Income was generated.
2. The Applicant will prepare and approve Housing Program Income Reports, as required by the State of Ohio.

TERMINATION

Applicant and Partner agree that this Agreement will remain in effect until the PY 2023 CHIP funds are fully expended and the funded activities are complete and closed out. Furthermore, neither Applicant nor Partner can terminate or withdraw from this Agreement while it remains in effect as outlined in the Agreement Timing.

AGREEMENT TIMING

The term of this Agreement will commence the date of execution by both the Applicant and Partner and remain in effect, until April 30, 2026, provided the CHIP grant is funded. If the CHIP grant is denied funding, this agreement will become null and void the date of the letter from the State to the Applicant of non-funding.

SIGNATURE: Each of the parties has caused this Partnership Agreement to be executed by its authorized representatives as of the dates set forth below their respective signatures effective as of the Effective Date:

Applicant:
Champaign County

By: _____

Printed Name: _____

Title: President _____

Date: _____

Partner:
City of Urbana

By: _____

Printed Name: Kerry Brugger _____

Title: Director of Administration _____

Date: _____

RESOLUTION NO. 2664-23

AN RESOLUTION TO ADOPT THE SOLID WASTE MANAGEMENT PLAN FOR THE ALLEN-CHAMPAIGN-HARDIN-MADISON-SHELBY-UNION JOINT SOLID WASTE MANAGEMENT DISTRICT (One (1) reading required, no public hearing)

Department Requesting: Administration

Sponsor: Councilman Dwight Paul

WHEREAS, the City of Urbana is located within the jurisdiction of the Allen-Champaign-Hardin-Madison-Shelby-Union Joint Solid Waste Management District (District).

WHEREAS, the District Policy Committee prepared and adopted a final draft of the Solid Waste Management Plan in accordance with Ohio Revised Code Sections 3734.53, 3734.54, and 3734.55.

WHEREAS, the District has provided a copy of the Draft Final Solid Waste Management Plan for ratification to each of the legislative authorities of the District.

WHEREAS, the City of Urbana must decide whether it approves of said Solid Waste Management Plan within ninety (90) days of receipt of the Final Draft Plan.

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

SECTION ONE:

The City of Urbana approves the District Solid Waste Management Plan.

SECTION TWO:

The Fiscal Officer is hereby directed to send the District a copy of this resolution to the attention of Mr. Jack DeWitt, Executive Director, Allen-Champaign-Hardin-Madison-Shelby-Union Joint Solid Waste Management District, 815 Shawnee Road, Suite D, Lima, OH 45805, or by email at jack@ncowaste.org.

SECTION THREE:

That it is found and determined that all formal actions of this City Council concerning and relating to the passage of this resolution were adopted in an open meeting of this City Council and of any of its committees that resulted in such formal actions were in meetings open to the public in compliance with all legal requirements, including Sections 121.22 of the Ohio Revised Code.

SECTION FOUR:

This ordinance shall become effective on the earliest date allowed by law.

President, City of Urbana Council

PASSED: _____

ATTEST: _____
Clerk of Council

This Ordinance approved by me this ____ day of _____, 2023.

Mayor, City of Urbana

REVIEWED: Mark M. Dentler 5/10/23
Director of Law Date

- Jumper: ____ Yay ____ Nay ____ N/A
- Scott: ____ Yay ____ Nay ____ N/A
- Paul: ____ Yay ____ Nay ____ N/A
- Truelove ____ Yay ____ Nay ____ N/A
- Thackery: ____ Yay ____ Nay ____ N/A
- Collier: ____ Yay ____ Nay ____ N/A
- Bean: ____ Yay ____ Nay ____ N/A