

**URBANA CITY COUNCIL
PUBLIC HEARING
TUESDAY, MARCH 19, 2024, AT 6:00 P.M.**

The Urbana City Council will hold a public hearing at 6:00 pm on Tuesday, March 19, 2024 in the City Municipal Building Council Chambers located at 205 South Main St. in Urbana, OH 43078 to consider the following proposals:

1. Amendment to Sections 1339.99 and 1149.03 of the Codified Ordinances. Enact Chapter 1303 of the Codified Ordinances of the City of Urbana, entitled Property Maintenance Code.

**URBANA CITY COUNCIL
REGULAR SESSION MEETING
March 5, 2024**

(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 March 5, 2024.
 - **Communications:** None
 - **Board of Control:**
 1. The Board of Control recommends Council authorize a purchase order to Public Entities Pool in the amount of \$231,751.67 for one year to cover the cost of property and casualty insurance. This is an 10% increase over the 2023 premium (see attached comparison). This expense will be charged to departmental insurance accounts and is in the 2024 budget. **VOTE: 3-0**

2. The Board of Control recommends Council authorize a purchase order to Tom's Construction Inc. for the Railroad Street Storm Project in the amount not to exceed \$931,786.00, which includes a 5% contingency on the total bid price but excludes the grant administered through Champaign County. Tom's Construction was the lowest responsive and responsible bidder at a bid of \$1,335,034.00. This project will include a CDBG Critical Infrastructure grant (PY 2022) of \$470,000, with the balance being charged to the Stormwater Capital Improvement Fund, Water Fund, and Sewer Fund. See attached. **VOTE: 3-0**

3. The Board of Control recommends Council increase purchase order number 2024-00562 to R. B. Jergens Contractors Inc. in the amount of \$252,275.12 for pending change orders related to the South High Street project. This expense will be charged to the OPWC Loan. See attached. **VOTE: 3-0**

Footnote – Purchase Orders \$2,501 - \$50,000 for January & February 2024 (see attached)

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

Ordinances and Resolutions

Old Business:

Third Reading:

Ordinance 4601-24: An ordinance to amend Sections 111.02, 111.03, and 111.04 of the Codified Ordinances. (Three readings required, public hearing required)

Ordinance 4602-24: An ordinance adopting the Planning Commission recommendation to enact Chapter 1303 of the Codified Ordinances, Property Maintenance Code, and enacting Chapter 1303 of the Codified Ordinances of the City of Urbana, entitled Property Maintenance Code. (Three readings required, public hearing required)

Ordinance 4603-24: An ordinance to adopt the Planning Commission recommendation accepting the proposal to update the City of Urbana official zoning map to establish City designated zoning classifications for two recently annexed properties: K48-25-11-02-009-00 & K48-25-11-02-11-010-00. (Three readings required, public hearing required)

Second Reading:

Ordinance 4606-24: An ordinance to amend Sections 1339.99 and 1149.03 of the Codified Ordinances. (Three readings required, public hearing required)

New Business:

Second Reading: None

First Reading:

Resolution 2688-24: A resolution accepting the report of the Tax Incentive Review Council (TIRC) from their March 7, 2024 meeting regarding the status of the Enterprise Zone and Community Reinvestment Area agreements and to accept the recommendations

of the TIRC concerning said agreements, and declaring an emergency. (One reading required)

- **Department Liaison Reports:**

 - **Miscellaneous Business:**
 1. Council
 2. Administration
 3. Council Clerk

 - **Next Meeting:** Tuesday, April 2, 2024 (Work Session to follow)

 - **Adjourn**
-

**URBANA CITY COUNCIL
PUBLIC HEARING
TUESDAY, MARCH 5, 2024**

President Paul called the Public Meeting to order at 6:00 pm.

This first topic discussed was the amendment to Amendment to Sections 111.02, 111.03, and 111.04 of the Urbana Codified Ordinances.

President Paul stated the amendments dealt with restructuring the flow of meetings. One item being amended was how Council debates. President Paul stated Council is trying for a more open discussion. He added that the amendments also included basic housekeeping items such as rearranging numbers, updating meeting times, and removing references to tablets. President Paul added that these amendments did not include the addition of President's comments, as he felt it was not appropriate for the role of President. Mr. Feinstein added that the amendments included a deadline for legislation proposal.

There were no comments from the public.

The second topic was enacting Chapter 1303 of the Codified Ordinances of the City of Urbana, entitled Property Maintenance Code.

Mr. Carter informed Council that this chapter would adopt the International Property Maintenance Code. This code would allow the City to identify gaps between the nuisance and zoning codes. Mr. Carter added that it would predominantly be applied to structural issues (windows, gutters) that the current codes don't address. He also added the penalties reflect the changes also proposed in other codes.

There were no comments from the public.

The final topic was updating the City of Urbana official zoning map to establish City designated zoning classifications for two recently annexed properties: K48-25-11-02-009-00 & K48-25-11-02-11-010-00.

Mr. Carter stated this ordinance would establishing zoning for the two parcels annexed last year at S & L Lumber. He added that the zone would fit the usage of these properties and the surrounding properties.

There were no comments from the public.

President Paul called the Public Hearing closed at 6:05 pm.

**URBANA CITY COUNCIL
REGULAR SESSION MEETING
TUESDAY, MARCH 5, 2024**

President Paul called the City of Urbana Regular Session Meeting to order at 6:05 pm.

City Staff attending: Director of Administration Kerry Brugger, Director of Law Mark Feinstein, Director of Finance Chris Boettcher, Mayor Bill Bean, Public Works Superintendent Chad Hall, Zoning and Compliance Officer Preston Carter, and Fire Chief Dean Ortlieb

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

Joe Sampson – Leak Detection Update

Mr. Sampson stated the previous company the City used for leak detection was ok, but the City had the opportunity through EPA for a leak detection grant. Ultimately, the City was awarded \$9,500. Mr. Sampson explained that the water department uses data loggers, which are listening devices put down in valve boxes. These data loggers have found one leak so far. Mr. Sampson explained that the Water Department wants to run the system a little bit longer before they fix the leak. He added that the reports show a specific estimate where the leak is, which takes the guess work out of it.

Hopefully be able to go through the whole town within a year.

Mr. Thackery stated this was really neat technology. He asked if the data loggers were permanent. Mr. Simpson stated no, the loggers can move around.

Mrs. Collier asked if this technology has any affect to residents. Mr. Sampson stated the only affect is the Water Department standing in the middle of the roads.

Mr. Thackery asked if additional loggers were expensive. Mr. Sampson stated that the price for data loggers can add up, but when the City fixes all the leaks, the technology pays for itself.

Minutes

Mr. Thackery moved to put the minutes of February 20, 2024 on the floor for discussion and possible approval. Mrs. Collier seconded.

Mr. Thackery mentioned a typo involved with a misprinted name.

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

Communications:

1. Sutphen Grand Opening Ceremony Invitation (E-mailed February 21, 2024)
2. City of Urbana 2023 Curbside Recycling Report (See Attached)
3. Miami Valley Regional Planning Commission Survey Flyer (See Attached)

Council did not have any requests for removal of communications off the consent agenda for discussion.

Administrative Reports – Board of Control: None

Citizen Comments: None

ORDINANCES AND RESOLUTIONS

Third Reading: None

Second Reading: None

Ordinance 4601-24: An ordinance to amend Sections 111.02, 111.03, and 111.04 of the Codified Ordinances. (Three readings required, public hearing required)

Mr. Thackery moved to put this ordinance on the floor for discussion. Mrs. Bean seconded.

President Paul stated he did not have anything to add from the Public Hearing.

No comments/questions from Council.

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

Ordinance 4602-24: An ordinance adopting the Planning Commission recommendation to enact Chapter 1303 of the Codified Ordinances, Property Maintenance Code, and enacting Chapter 1303 of the Codified Ordinances of the City of Urbana, entitled Property Maintenance Code. (Three readings required, public hearing required)

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

Mr. Carter stated he had nothing to add from the Public Hearing.

Mr. Thackery asked about the standard for hardships. Mr. Carter stated it would be a case by case basis, not necessarily a standard. He added the City is willing to work with folks as long as dialogue and progress are being made.

Ms. Truelove asked how the City determines the need. Mr. Carter stated it would be no different than the nuisance code. The City would look at the varying degrees of infractions and the level of impact to the surrounding area.

Mr. Thackery stated the savings clause was confusing. Mr. Feinstein clarified that the clause states that prior actions or litigations already in action can proceed with its current progression.

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

Ordinance 4603-24: An ordinance to adopt the Planning Commission recommendation accepting the proposal to update the City of Urbana official zoning map to establish City designated zoning classifications for two recently annexed properties: K48-25-11-02-009-00 & K48-25-11-02-11-010-00. (Three readings required, public hearing required)

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

Mr. Carter stated he had nothing to add from the Public Hearing.

Ms. Jumper thanked Mr. Carter for his work on the issue.

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

First Reading:

Ordinance 4606-24: An ordinance to amend Sections 1339.99 and 1149.03 of the Codified Ordinances. (Three readings required, public hearing required)

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

Mr. Crabill stated this is for the eventual annexation of the property on Children's Home Road. He added that the City previously provided services last June with the requirement to file an annexation petition. The house is currently under construction and the City agrees to provide services.

Mr. Carter stated the objective was for uniformity for penalties under all of the City codes. These are reflective of what is in proposed in the property maintenance code. He clarified that all violations would have the same options: Court, injunctions, or fines, or any combination of the three.

Mr. Thackery and Ms. Truelove thanked Mr. Carter for his work on the issue.

President Paul declared this Ordinance to have had its first reading.

Department Liaison Reports:

Ms. Collier stated there would be a Safety Committee meeting on March 14th at 5:00 pm in the training room.

Miscellaneous Business:

Mrs. Bean asked when would be appropriate to have the discussion about the deer population. She would like the discussion to take place when the concerned citizens are present. President Paul asked the Clerk if a letter could be sent to the citizens that wrote the initial letter. Mr. Feinstein stated a work session should be proper to satisfy the Open Meetings Act. President Paul announced the Work Session would take place after the regular Council meeting on April 2nd, and to come to the meeting on March 19th with any additional topics they would like to see added.

Chief Ortlieb stated there would be a gathering next Friday for retiring firefighter Chris Logan. Chief Ortlieb added Mayor Bean would be swearing in the new firefighter on Friday. Finally, he thanked Ms. Boettcher and Mr. Crabill for submitting the ladder grant.

Ms. Jumper moved to adjourn. Ms. Truelove seconded. Voice vote on approval: all ayes, nays none. Motion passes 6-0.

ADJOURNED AT 6:41 p.m.

NEXT SCHEDULED MEETING
March 19, 2024 at 6:00 p.m.

Council Clerk

Council President

BOC #1



PUBLIC ENTITIES POOL OF OHIO
Service Center
315 S. Kalamazoo Mall
Kalamazoo, MI 49007-4806

INVOICE

March 11, 2024

City of Urbana, Champaign County
Ms. Chris Boettcher, Fin. Dir.
P.O. Box 747
Urbana, OH 43078-0747

Effective Date	Description	Amount
4/1/2024	2024-2025 Anniversary Contribution	\$238,126.00
	Member Distribution	-\$6,374.33
	<i>Annual Contribution Due:</i>	<u>\$231,751.67</u>

If you wish to add any of the optional quotes provided on the coverage summary, please write the additional amount in the space provided to calculate the final balance due:

\$ _____

BALANCE DUE (if any options selected)

\$ _____

Payment due upon receipt

BB 3/13/24
LB 3/13/24
CB 3/13/24

Public Entities Pool
2020 - 2024 Insured Values and Annual Premiums

Item (description)							% +/-
		2020	2021	2022	2023	2024	
1	Building (all city properties...parks, Taft Ave., Municipal Bldg, etc.)	\$66,032,729	\$68,013,715	\$68,695,861	\$75,100,550	\$82,610,609	10.00%
2	Personal Property (desks, phones, carpeting, etc.)	\$1,786,400	\$1,786,400	\$1,606,400	\$1,603,400	\$1,763,740	10.00%
3	EDP - Hardware (computer hardware, equipment)	\$183,680	\$183,680	\$183,680	\$183,680	\$202,048	10.00%
4	Fine Arts (Monument Square, Cemetery)	\$180,000	\$180,000	\$180,000	\$180,000	\$198,000	10.00%
5	Misc Property Scheduled (mowers, gators, backhoe, etc.)	\$1,600,080	\$1,644,581	\$1,570,265	\$1,727,902	\$1,943,099	12.45%
6	Misc Property Unscheduled (lower valued items not specifically listed)	\$165,106	\$165,106	\$165,106	\$165,106	\$181,617	10.00%
Total Insured Value		\$69,947,995	\$71,973,482	\$72,401,312	\$78,960,638	\$86,899,113	10.05%
7 Annual Premium		\$159,608	\$166,359	\$194,142	\$210,165	\$231,752	
		3%	4%	17%	8%	10%	

The majority of City vehicles have an insured value of actual cash value (replacement cost less depreciation); however, Fire Dept vehicles are insured either for a specific dollar amount or replacement cost.

Notes:

- 2020 - 18% increase in value for Misc Property (line 5)...new heavy equipment/replacement
- 2021 - increased deductibles to \$2,500 to lower the 9% renewal increase to 4% increase
- 2022 - insurance industry rate increase, specifically on property & auto physical damage
- 2023 - 10% value increase on property & buildings (industry standard is 20%), plus 5% rate increase
- 2024 - 10% premium increase mirrors the 10% increase in valuation

BOC #2

Railroad Street Storm Project-Union Alley to Pindar Street (#8970728)

Owner: Urbana OH, City of

Solicitor: Urbana OH, City of

03/07/2024 10:30 AM EST

Line Item Code	Item Description	UoF/M	Quantity	Engineer Estimate		Performance Site Development, LLC		Tom's Construction, Inc.	
				Unit Price	Extension	Unit Price2	Extension3	Unit Price4	Extension5
Base Bid-Railroad Street Storm-Union Alley to Pindar Street									
1	201 CLEARING AND GRUBBING	LUMP	1	\$40,000.00	\$40,000.00	\$68,995.00	\$68,995.00	\$7,580.33	\$7,580.33
2	201 TREE REMOVED, 18"	EACH	5	\$1,300.00	\$6,500.00	\$1,295.00	\$6,475.00	\$1,525.90	\$7,629.50
3	201 TREE REMOVED, 30"	EACH	1	\$2,100.00	\$2,100.00	\$3,250.00	\$3,250.00	\$2,482.51	\$2,482.51
4	201 STUMP REMOVED, 18"	EACH	5	\$600.00	\$3,000.00	\$510.00	\$2,550.00	\$837.01	\$4,185.05
5	202 WALK REMOVED	S.F.	1171	\$4.00	\$4,684.00	\$2.00	\$2,342.00	\$1.78	\$2,084.38
6	202 CURB REMOVED	FEET	138	\$14.00	\$1,932.00	\$10.50	\$1,449.00	\$7.35	\$1,014.30
7	202 ASBESTOS PIPE REMOVED, AS PER PLAN	EACH	4	\$4,000.00	\$16,000.00	\$6,250.00	\$25,000.00	\$8,851.14	\$35,404.56
8	202 UTILITY POLE REMOVED AND DISPOSED	EACH	5	\$800.00	\$4,000.00	\$475.00	\$2,375.00	\$447.14	\$2,235.70
9	202 PAVEMENT REMOVED	S.Y.	1002	\$30.00	\$30,060.00	\$9.75	\$9,769.50	\$9.31	\$9,328.62
10	202 REMOVED, AS PER PLAN	LUMP	1	\$30,000.00	\$30,000.00	\$17,100.00	\$17,100.00	\$15,573.82	\$15,573.82
11	253 PAVEMENT REPAIR, AS PER PLAN	S.Y.	1002	\$125.00	\$125,250.00	\$163.75	\$164,077.50	\$127.05	\$127,304.10
12	608 CONCRETE WALK	S.F.	1171	\$15.00	\$17,565.00	\$11.00	\$12,881.00	\$18.23	\$21,347.33
13	609 CURB, TYPE 6 (BARRIER)	FEET	138	\$50.00	\$6,900.00	\$75.00	\$10,350.00	\$52.93	\$7,304.34
14	611 4" CONDUIT, SDR-35 (707.45), TYPE B, SANITARY LATERAL, AS PER PLAN	FEET	40	\$100.00	\$4,000.00	\$121.00	\$4,840.00	\$173.23	\$6,929.20
15	611 8" CONDUIT, SDR-35 (707.45), TYPE B, SANITARY SEWER, AS PER PLAN	FEET	412	\$140.00	\$57,680.00	\$210.00	\$86,520.00	\$149.52	\$61,602.24
16	611 12" CONDUIT, SDR-35 (707.45), TYPE B, SANITARY SEWER, AS PER PLAN	FEET	24	\$200.00	\$4,800.00	\$220.00	\$5,280.00	\$183.02	\$4,392.48
17	611 18" CONDUIT, HDPE (707.33), TYPE B, AS PER PLAN	FEET	17	\$250.00	\$4,250.00	\$122.00	\$2,074.00	\$120.68	\$2,051.56
18	611 24" CONDUIT, HDPE (707.33), TYPE B, AS PER PLAN	FEET	8	\$315.00	\$2,520.00	\$295.00	\$2,360.00	\$175.85	\$1,406.80
19	611 36" CONDUIT, HDPE (707.33), TYPE B, AS PER PLAN	FEET	8	\$480.00	\$3,840.00	\$400.00	\$3,200.00	\$274.81	\$2,198.48
20	611 48" CONDUIT, HDPE (707.33), TYPE B, AS PER PLAN	FEET	925	\$290.00	\$268,250.00	\$216.00	\$199,800.00	\$169.90	\$157,157.50
21	611 38" x 60" CONDUIT, RCP (706.04), TYPE B, H.E. CLASS 3, AS PER PLAN	FEET	639	\$510.00	\$325,890.00	\$277.00	\$177,003.00	\$567.13	\$362,396.07
22	611 SANITARY MANHOLE NO. 3, 48" DIAMETER	EACH	1	\$5,000.00	\$5,000.00	\$8,475.00	\$8,475.00	\$8,386.37	\$8,386.37
23	611 SANITARY MANHOLE NO. 3, TYPE 2 INTERIOR DROP, 48" DIAMETER	EACH	2	\$6,000.00	\$12,000.00	\$12,820.00	\$25,640.00	\$9,889.64	\$19,779.28
24	611 STORM MANHOLE NO. 3, 72" DIAMETER	EACH	3	\$7,500.00	\$22,500.00	\$8,950.00	\$26,850.00	\$9,898.42	\$29,695.26
25	611 STORM MANHOLE NO. 3, 96" DIAMETER	EACH	7	\$10,500.00	\$73,500.00	\$12,200.00	\$85,400.00	\$14,717.51	\$103,022.57
26	613 LOW STRENGTH MORTAR BACKFILL (TYPE 2)	C.Y.	67	\$350.00	\$23,450.00	\$175.00	\$11,725.00	\$435.54	\$29,181.18
27	614 MAINTAINING TRAFFIC, AS PER PLAN	LUMP	1	\$10,000.00	\$10,000.00	\$33,750.00	\$33,750.00	\$391.69	\$391.69
28	623 CONSTRUCTION LAYOUT STAKES AND SURVEYING	LUMP	1	\$15,000.00	\$15,000.00	\$12,750.00	\$12,750.00	\$4,553.60	\$4,553.60
29	624 MOBILIZATION	LUMP	1	\$20,000.00	\$20,000.00	\$27,750.00	\$27,750.00	\$10,660.73	\$10,660.73
30	638 3/4" POLYETHYLENE WATER SERVICE BRANCH	FEET	52	\$60.00	\$3,120.00	\$75.00	\$3,900.00	\$80.99	\$4,211.48
31	638 TAPPING SADDLE, CORP STOP, CURB STOP AND CURB BOX FOR 3/4" SERVICE	EACH	3	\$500.00	\$1,500.00	\$915.00	\$2,745.00	\$1,140.33	\$3,420.99
32	638 4" WATER MAIN, POLYVINYL CHLORIDE PIPE AND FITTINGS, AWWA C900, DR 18	FEET	16	\$240.00	\$3,840.00	\$172.00	\$2,752.00	\$280.18	\$4,482.88
33	638 6" WATER MAIN, POLYVINYL CHLORIDE PIPE AND FITTINGS, AWWA C900, DR 18	FEET	28	\$250.00	\$7,000.00	\$182.00	\$5,096.00	\$278.32	\$7,792.96
34	638 10" WATER MAIN, POLYVINYL CHLORIDE PIPE AND FITTINGS, AWWA C900, DR 18	FEET	56	\$300.00	\$16,800.00	\$284.00	\$15,904.00	\$380.84	\$21,327.04
35	638 12" WATER MAIN, POLYVINYL CHLORIDE PIPE AND FITTINGS, AWWA C900, DR 18	FEET	78	\$380.00	\$29,640.00	\$255.00	\$19,890.00	\$442.52	\$34,516.56
36	638 4" GATE VALVE AND VALVE BOX	EACH	1	\$2,000.00	\$2,000.00	\$2,650.00	\$2,650.00	\$1,991.02	\$1,991.02
37	638 6" GATE VALVE AND VALVE BOX	EACH	1	\$2,800.00	\$2,800.00	\$2,750.00	\$2,750.00	\$2,389.42	\$2,389.42
38	638 4" LINE STOP	EACH	1	\$7,000.00	\$7,000.00	\$7,485.00	\$7,485.00	\$9,162.23	\$9,162.23
39	638 6" LINE STOP	EACH	1	\$7,000.00	\$7,000.00	\$7,485.00	\$7,485.00	\$9,185.90	\$9,185.90
40	638 6" INSERTING VALVE AND VALVE BOX	EACH	3	\$11,000.00	\$33,000.00	\$12,750.00	\$38,250.00	\$14,337.97	\$43,013.91
41	638 10" INSERTING VALVE AND VALVE BOX	EACH	1	\$20,000.00	\$20,000.00	\$22,460.00	\$22,460.00	\$24,496.07	\$24,496.07
42	638 12" INSERTING VALVE AND VALVE BOX	EACH	3	\$22,500.00	\$67,500.00	\$24,950.00	\$74,850.00	\$27,147.12	\$81,441.36
43	642 CENTER LINE, DOUBLE YELLOW, TYPE 1	FEET	230	\$8.00	\$1,840.00	\$15.00	\$3,450.00	\$16.37	\$3,795.10
44	659 SEEDING AND MULCHING CLASS 1, AS PER PLAN	S.Y.	3260	\$3.50	\$11,410.00	\$5.70	\$18,582.00	\$5.77	\$18,810.20
45	SPECIAL MISCELLANEOUS, AS PER PLAN	LUMP	1	\$9,879.00	\$9,879.00	\$44,750.00	\$44,750.00	\$17,747.33	\$17,747.33
Base Bid Total:						\$1,365,000.00	\$1,313,030.00	\$1,335,034.00	

Railroad Street Storm Project-Union Alley to Pindar Street (#8970728)

Owner: Urbana OH, City of
 Solicitor: Urbana OH, City of
 03/07/2024 10:30 AM EST

Line Item	Code	Item Description	UofM	Quantity	SiteWorx Unlimited, LLC		M&T Excavating LLC.		Boss Excavating & Grading	
					Unit Price6	Extension7	Unit Price8	Extension9	Unit Price10	Extension11
Base Bid-Railroad Street Storm-Union Alley to Pindar Street										
1	201	CLEARING AND GRUBBING	LUMP	1	\$13,746.00	\$13,746.00	\$55,255.00	\$55,255.00	\$20,718.96	\$20,718.96
2	201	TREE REMOVED, 18"	EACH	5	\$1,086.00	\$5,430.00	\$783.00	\$3,915.00	\$1,282.91	\$6,414.55
3	201	TREE REMOVED, 30"	EACH	1	\$4,103.00	\$4,103.00	\$1,478.00	\$1,478.00	\$4,698.04	\$4,698.04
4	201	STUMP REMOVED, 18"	EACH	5	\$200.00	\$1,000.00	\$214.00	\$1,070.00	\$441.53	\$2,207.65
5	202	WALK REMOVED	S.F.	1171	\$2.50	\$2,927.50	\$3.00	\$3,513.00	\$2.18	\$2,552.78
6	202	CURB REMOVED	FEET	138	\$22.00	\$3,036.00	\$6.00	\$828.00	\$11.92	\$1,644.96
7	202	ASBESTOS PIPE REMOVED, AS PER PLAN	EACH	4	\$6,668.00	\$26,672.00	\$675.00	\$2,700.00	\$5,626.51	\$22,506.04
8	202	UTILITY POLE REMOVED AND DISPOSED	EACH	5	\$433.00	\$2,165.00	\$383.00	\$1,915.00	\$1,464.42	\$7,322.10
9	202	PAVEMENT REMOVED	S.Y.	1002	\$21.00	\$21,042.00	\$6.00	\$6,012.00	\$12.91	\$12,935.82
10	202	REMOVED, AS PER PLAN	LUMP	1	\$25,600.00	\$25,600.00	\$78,975.00	\$78,975.00	\$10,509.86	\$10,509.86
11	253	PAVEMENT REPAIR, AS PER PLAN	S.Y.	1002	\$74.00	\$74,148.00	\$115.00	\$115,230.00	\$223.81	\$224,257.62
12	608	CONCRETE WALK	S.F.	1171	\$11.50	\$13,466.50	\$20.00	\$23,420.00	\$22.99	\$26,921.29
13	609	CURB, TYPE 6 (BARRIER)	FEET	138	\$42.00	\$5,796.00	\$101.00	\$13,938.00	\$58.09	\$8,016.42
14	611	4" CONDUIT, SDR-35 (707.45), TYPE B, SANITARY LATERAL, AS PER PLAN	FEET	40	\$287.00	\$11,480.00	\$128.00	\$5,120.00	\$134.61	\$5,384.40
15	611	8" CONDUIT, SDR-35 (707.45), TYPE B, SANITARY SEWER, AS PER PLAN	FEET	412	\$161.00	\$66,332.00	\$130.00	\$53,560.00	\$207.61	\$85,535.32
16	611	12" CONDUIT, SDR-35 (707.45), TYPE B, SANITARY SEWER, AS PER PLAN	FEET	24	\$333.00	\$7,992.00	\$114.00	\$2,736.00	\$537.26	\$12,894.24
17	611	18" CONDUIT, HDPE (707.33), TYPE B, AS PER PLAN	FEET	17	\$298.00	\$5,066.00	\$196.00	\$3,332.00	\$167.23	\$2,842.91
18	611	24" CONDUIT, HDPE (707.33), TYPE B, AS PER PLAN	FEET	8	\$450.00	\$3,600.00	\$236.00	\$1,888.00	\$228.47	\$1,827.76
19	611	36" CONDUIT, HDPE (707.33), TYPE B, AS PER PLAN	FEET	8	\$530.00	\$4,240.00	\$292.00	\$2,336.00	\$330.93	\$2,647.44
20	611	48" CONDUIT, HDPE (707.33), TYPE B, AS PER PLAN	FEET	925	\$218.00	\$201,650.00	\$185.00	\$171,125.00	\$198.92	\$184,001.00
21	611	38" x 60" CONDUIT, RCP (706.04), TYPE B, H.E. CLASS 3, AS PER PLAN	FEET	639	\$435.00	\$277,965.00	\$669.00	\$427,491.00	\$558.73	\$357,028.47
22	611	SANITARY MANHOLE NO. 3, 48" DIAMETER	EACH	1	\$5,530.00	\$5,530.00	\$5,711.00	\$5,711.00	\$8,651.31	\$8,651.31
23	611	SANITARY MANHOLE NO. 3, TYPE 2 INTERIOR DROP, 48" DIAMETER	EACH	2	\$6,880.00	\$13,760.00	\$9,512.00	\$19,024.00	\$9,702.95	\$19,405.90
24	611	STORM MANHOLE NO. 3, 72" DIAMETER	EACH	3	\$7,310.00	\$21,930.00	\$10,664.00	\$31,992.00	\$9,726.71	\$29,180.13
25	611	STORM MANHOLE NO. 3, 96" DIAMETER	EACH	7	\$11,154.00	\$78,078.00	\$11,782.00	\$82,474.00	\$12,839.27	\$89,874.89
26	613	LOW STRENGTH MORTAR BACKFILL (TYPE 2)	C.Y.	67	\$260.00	\$17,420.00	\$267.00	\$17,889.00	\$226.22	\$15,156.74
27	614	MAINTAINING TRAFFIC, AS PER PLAN	LUMP	1	\$14,094.00	\$14,094.00	\$40,302.00	\$40,302.00	\$5,790.83	\$5,790.83
28	623	CONSTRUCTION LAYOUT STAKES AND SURVEYING	LUMP	1	\$11,826.00	\$11,826.00	\$13,230.00	\$13,230.00	\$9,046.57	\$9,046.57
29	624	MOBILIZATION	LUMP	1	\$43,250.00	\$43,250.00	\$29,700.00	\$29,700.00	\$13,355.72	\$13,355.72
30	638	3/4" POLYETHYLENE WATER SERVICE BRANCH	FEET	52	\$52.00	\$2,704.00	\$60.00	\$3,120.00	\$52.41	\$2,725.32
31	638	TAPPING SADDLE, CORP STOP, CURB STOP AND CURB BOX FOR 3/4" SERVICE	EACH	3	\$885.00	\$2,655.00	\$1,259.00	\$3,777.00	\$1,105.29	\$3,315.87
32	638	4" WATER MAIN, POLYVINYL CHLORIDE PIPE AND FITTINGS, AWWA C900, DR 18	FEET	16	\$210.00	\$3,360.00	\$141.00	\$2,256.00	\$726.89	\$11,630.24
33	638	6" WATER MAIN, POLYVINYL CHLORIDE PIPE AND FITTINGS, AWWA C900, DR 18	FEET	28	\$347.00	\$9,716.00	\$141.00	\$3,948.00	\$493.55	\$13,819.40
34	638	10" WATER MAIN, POLYVINYL CHLORIDE PIPE AND FITTINGS, AWWA C900, DR 18	FEET	56	\$258.00	\$14,448.00	\$279.00	\$15,624.00	\$647.32	\$36,249.92
35	638	12" WATER MAIN, POLYVINYL CHLORIDE PIPE AND FITTINGS, AWWA C900, DR 18	FEET	78	\$262.00	\$20,436.00	\$273.00	\$21,294.00	\$671.61	\$52,385.58
36	638	4" GATE VALVE AND VALVE BOX	EACH	1	\$1,837.00	\$1,837.00	\$2,321.00	\$2,321.00	\$2,101.07	\$2,101.07
37	638	6" GATE VALVE AND VALVE BOX	EACH	1	\$2,056.00	\$2,056.00	\$2,638.00	\$2,638.00	\$2,382.22	\$2,382.22
38	638	4" LINE STOP	EACH	1	\$13,228.00	\$13,228.00	\$8,178.00	\$8,178.00	\$13,109.77	\$13,109.77
39	638	6" LINE STOP	EACH	1	\$13,228.00	\$13,228.00	\$8,178.00	\$8,178.00	\$13,109.77	\$13,109.77
40	638	6" INSERTING VALVE AND VALVE BOX	EACH	3	\$20,350.00	\$61,050.00	\$13,072.00	\$39,216.00	\$11,739.28	\$35,217.84
41	638	10" INSERTING VALVE AND VALVE BOX	EACH	1	\$35,432.00	\$35,432.00	\$22,690.00	\$22,690.00	\$22,391.93	\$22,391.93
42	638	12" INSERTING VALVE AND VALVE BOX	EACH	3	\$36,800.00	\$110,400.00	\$25,188.00	\$75,564.00	\$25,723.16	\$77,169.48
43	642	CENTER LINE, DOUBLE YELLOW, TYPE 1	FEET	230	\$14.00	\$3,220.00	\$16.00	\$3,680.00	\$17.36	\$3,992.80
44	659	SEEDING AND MULCHING CLASS 1, AS PER PLAN	S.Y.	3260	\$2.15	\$7,009.00	\$4.00	\$13,040.00	\$1.87	\$6,096.20
45	SPECIAL	MISCELLANEOUS, AS PER PLAN	LUMP	1	\$54,650.00	\$54,650.00	\$33,750.00	\$33,750.00	\$5,528.69	\$5,528.69
Base Bid Total:						\$1,338,774.00		\$1,475,433.00		\$1,494,555.82

Railroad Street Storm Project-Union Alley to Pindar Street (#8970728)

Owner: Urbana OH, City of
 Solicitor: Urbana OH, City of
 03/07/2024 10:30 AM EST

Line Item Code	Item Description	UofM	Quantity	R.B. Jergens contractors Inc.		Majors Enterprises Inc	
				Unit Price12	Extension13	Unit Price14	Extension15
Base Bid-Railroad Street Storm-Union Alley to Pindar Street							
1	201 CLEARING AND GRUBBING	LUMP	1	\$31,321.50	\$31,321.50	\$25,000.00	\$25,000.00
2	201 TREE REMOVED, 18"	EACH	5	\$1,436.97	\$7,184.85	\$1,000.00	\$5,000.00
3	201 TREE REMOVED, 30"	EACH	1	\$2,442.86	\$2,442.86	\$1,500.00	\$1,500.00
4	201 STUMP REMOVED, 18"	EACH	5	\$797.07	\$3,985.35	\$1,000.00	\$5,000.00
5	202 WALK REMOVED	S.F.	1171	\$3.52	\$4,121.92	\$5.00	\$5,855.00
6	202 CURB REMOVED	FEET	138	\$4.79	\$661.02	\$10.00	\$1,380.00
7	202 ASBESTOS PIPE REMOVED, AS PER PLAN	EACH	4	\$5,782.16	\$23,128.64	\$550.00	\$2,200.00
8	202 UTILITY POLE REMOVED AND DISPOSED	EACH	5	\$2,195.73	\$10,978.65	\$1,000.00	\$5,000.00
9	202 PAVEMENT REMOVED	S.Y.	1002	\$14.25	\$14,278.50	\$8.00	\$8,016.00
10	202 REMOVED, AS PER PLAN	LUMP	1	\$27,446.64	\$27,446.64	\$15,000.00	\$15,000.00
11	253 PAVEMENT REPAIR, AS PER PLAN	S.Y.	1002	\$104.30	\$104,508.60	\$70.00	\$70,140.00
12	608 CONCRETE WALK	S.F.	1171	\$8.27	\$9,684.17	\$18.00	\$21,078.00
13	609 CURB, TYPE 6 (BARRIER)	FEET	138	\$29.98	\$4,137.24	\$60.00	\$8,280.00
14	611 4" CONDUIT, SDR-35 (707.45), TYPE B, SANITARY LATERAL, AS PER PLAN	FEET	40	\$103.68	\$4,147.20	\$175.00	\$7,000.00
15	611 8" CONDUIT, SDR-35 (707.45), TYPE B, SANITARY SEWER, AS PER PLAN	FEET	412	\$100.50	\$41,406.00	\$275.00	\$113,300.00
16	611 12" CONDUIT, SDR-35 (707.45), TYPE B, SANITARY SEWER, AS PER PLAN	FEET	24	\$183.08	\$4,393.92	\$300.00	\$7,200.00
17	611 18" CONDUIT, HDPE (707.33), TYPE B, AS PER PLAN	FEET	17	\$190.91	\$3,245.47	\$255.00	\$4,335.00
18	611 24" CONDUIT, HDPE (707.33), TYPE B, AS PER PLAN	FEET	8	\$295.19	\$2,361.52	\$275.00	\$2,200.00
19	611 36" CONDUIT, HDPE (707.33), TYPE B, AS PER PLAN	FEET	8	\$373.48	\$2,987.84	\$375.00	\$3,000.00
20	611 48" CONDUIT, HDPE (707.33), TYPE B, AS PER PLAN	FEET	925	\$256.92	\$237,651.00	\$475.00	\$439,375.00
21	611 38" x 60" CONDUIT, RCP (706.04), TYPE B, H.E. CLASS 3, AS PER PLAN	FEET	639	\$542.33	\$346,548.87	\$1,100.00	\$702,900.00
22	611 SANITARY MANHOLE NO. 3, 48" DIAMETER	EACH	1	\$7,877.76	\$7,877.76	\$10,000.00	\$10,000.00
23	611 SANITARY MANHOLE NO. 3, TYPE 2 INTERIOR DROP, 48" DIAMETER	EACH	2	\$6,812.66	\$13,625.32	\$10,000.00	\$20,000.00
24	611 STORM MANHOLE NO. 3, 72" DIAMETER	EACH	3	\$10,212.01	\$30,636.03	\$18,000.00	\$54,000.00
25	611 STORM MANHOLE NO. 3, 96" DIAMETER	EACH	7	\$13,217.56	\$92,522.92	\$19,000.00	\$133,000.00
26	613 LOW STRENGTH MORTAR BACKFILL (TYPE 2)	C.Y.	67	\$337.99	\$22,645.33	\$145.00	\$9,715.00
27	614 MAINTAINING TRAFFIC, AS PER PLAN	LUMP	1	\$57,180.64	\$57,180.64	\$15,000.00	\$15,000.00
28	623 CONSTRUCTION LAYOUT STAKES AND SURVEYING	LUMP	1	\$16,068.74	\$16,068.74	\$25,000.00	\$25,000.00
29	624 MOBILIZATION	LUMP	1	\$131,948.10	\$131,948.10	\$50,000.00	\$50,000.00
30	638 3/4" POLYETHYLENE WATER SERVICE BRANCH	FEET	52	\$111.34	\$5,789.68	\$175.00	\$9,100.00
31	638 TAPPING SADDLE, CORP STOP, CURB STOP AND CURB BOX FOR 3/4" SERVICE	EACH	3	\$5,388.75	\$16,166.25	\$1,800.00	\$5,400.00
32	638 4" WATER MAIN, POLYVINYL CHLORIDE PIPE AND FITTINGS, AWWA C900, DR 18	FEET	16	\$605.53	\$9,688.48	\$255.00	\$4,080.00
33	638 6" WATER MAIN, POLYVINYL CHLORIDE PIPE AND FITTINGS, AWWA C900, DR 18	FEET	28	\$367.26	\$10,283.28	\$260.00	\$7,280.00
34	638 10" WATER MAIN, POLYVINYL CHLORIDE PIPE AND FITTINGS, AWWA C900, DR 18	FEET	56	\$295.78	\$16,563.68	\$270.00	\$15,120.00
35	638 12" WATER MAIN, POLYVINYL CHLORIDE PIPE AND FITTINGS, AWWA C900, DR 18	FEET	78	\$245.45	\$19,145.10	\$290.00	\$22,620.00
36	638 4" GATE VALVE AND VALVE BOX	EACH	1	\$6,792.48	\$6,792.48	\$1,500.00	\$1,500.00
37	638 6" GATE VALVE AND VALVE BOX	EACH	1	\$7,071.27	\$7,071.27	\$2,000.00	\$2,000.00
38	638 4" LINE STOP	EACH	1	\$12,111.12	\$12,111.12	\$6,000.00	\$6,000.00
39	638 6" LINE STOP	EACH	1	\$12,111.12	\$12,111.12	\$7,000.00	\$7,000.00
40	638 6" INSERTING VALVE AND VALVE BOX	EACH	3	\$16,640.33	\$49,920.99	\$10,500.00	\$31,500.00
41	638 10" INSERTING VALVE AND VALVE BOX	EACH	1	\$25,781.66	\$25,781.66	\$18,000.00	\$18,000.00
42	638 12" INSERTING VALVE AND VALVE BOX	EACH	3	\$28,155.20	\$84,465.60	\$21,000.00	\$63,000.00
43	642 CENTER LINE, DOUBLE YELLOW, TYPE 1	FEET	230	\$12.57	\$2,891.10	\$10.00	\$2,300.00
44	659 SEEDING AND MULCHING CLASS 1, AS PER PLAN	S.Y.	3260	\$2.13	\$6,943.80	\$2.00	\$6,520.00
45	SPECIAL MISCELLANEOUS, AS PER PLAN	LUMP	1	\$22,905.95	\$22,905.95	\$500.00	\$500.00
Base Bid Total:					\$1,567,758.16		\$1,971,394.00

Tyler Bumbalough

From: Tyler Bumbalough
Sent: Wednesday, March 13, 2024 11:04 AM
To: Chris Boettcher
Cc: Kerry Brugger
Subject: Increase to 2024 S. High Street PO
Attachments: S. High St Improvement Tracking - Payment Tracking.xlsx

Chris,

As discussed previously with you, we issued PO 2024-00562 to account for the new and existing S. High Street grant money while sticking to the total Council approval to date. With the new \$1,900,000.00 ODOT TAP grant, additional match money is needed which we will pay out of OPWC loans.

We are expecting increased costs for missed or added extensions of existing line items under sewer (extra sewer installation from College Street north to the alley and extra sewer replacement on College Street of ~108'), capital (missed quantity of 8" reinforced concrete for intersections) and water (missed quantity of 8" gate valves).

I am requesting Line 3 for OPWC Loan – Capital be increased by \$233,466.16 and Line 11 for OPWC Loan – Sanitary be increased by \$18,808.96. Most of the changes in paragraph 2 above were already known when creating the 2024 PO, however, the capital loan line was decreased to keep the grants maximized. Afterwards I found out about the Sewer Department requesting to replace sewer on College Street.

Thanks,
Tyler



Tyler Bumbalough, P.E. · City Engineer
City of Urbana · 205 South Main Street · Urbana OH 43078
Office: 937-652-4324 · www.urbanaohio.com

JANUARY - FEBRUARY 2024
PURCHASE ORDERS \$2,501 - \$50,000
(Approved by Board of Control)

ORDER DATE	PO NUMBER	DEPARTMENT	VENDOR	DESCRIPTION	AMOUNT
1/2/2024	2024-00001	Court	6735 (PURCHASE POWER)	Purchase Power- prepaid postage	\$ 12,000.00
1/2/2024	2024-00005	Court	6652 (CHAMPAIGN CO MUNICIPAL COURT)	2024 Blanket PO-CCMC BANKING FEES	\$ 15,000.00
1/2/2024	2024-00006	Court	6545 (STAPLES BUSINESS ADVANTAGE)	2024 Blanket PO- Staples	\$ 8,000.00
1/2/2024	2024-00008	Court	2159 (EASTWAY CORPORATION)	2024 Blanket PO- Eastway Corporation	\$ 4,200.00
1/2/2024	2024-00011	Court	0006 (MATTHEW BENDER & COMPANY)	2024 Blanket PO- Matthew Bender/Lexus Nexis	\$ 5,000.00
1/4/2024	2024-00082	Parks & Recreation	7826 (GOOSEBUSTER LLC)	2024 CONTRACT- MARCH 1 - SEPTEMBER 30, 2024	\$ 13,650.00
1/4/2024	2024-00088	Public Works	7537 (MPOWER INNOVATIONS)	Annual Software Maintenance	\$ 5,200.00
1/4/2024	2024-00089	Police	0030 (HERITAGE COOPERATIVE)	2024 Blanket	\$ 26,000.00
1/4/2024	2024-00090	Police	0160 (WHITE'S SERVICE CENTER)	2024 Blanket	\$ 7,000.00
1/4/2024	2024-00091	Police	1576 (A.E. DAVID COMPANY)	2024 Blanket	\$ 5,000.00
1/4/2024	2024-00092	Police	0744 (OPOTA)	2024 Blanket	\$ 2,700.00
1/4/2024	2024-00093	Police	7049 (OHIO ATTORNEY GENERAL)	2024 BLANKET- WEBCHECK FINGERPRINTS	\$ 8,000.00
1/4/2024	2024-00094	Wastewater (135)	7016 (BRIGHTLY SOFTWARE INC)	2024 ASSET ESSENTIALS	\$ 16,013.62
1/4/2024	2024-00095	Street (120)	2356 (LUBRICATION ENGINEERS**)	Engine Oil	\$ 3,133.24
1/4/2024	2024-00096	Street (120)	7209 (SECURITY FENCE GROUP INC.)	conflict monitor annual testing	\$ 4,600.00
1/4/2024	2024-00097	Administration	0561 (LUC PLANNING COMMISSION)	2024 LUC Assessment	\$ 6,674.40
1/4/2024	2024-00098	Airport	8020 (STANTEC CONSULTING SERVICES INC.)	Stantec 2024 General Serv. Agreement	\$ 6,000.00
1/9/2024	2024-00279	Court	1236 (CIVICA CMI)	MCI M/LG005323 INVOICE	\$ 18,564.95
1/9/2024	2024-00280	Court	1236 (CIVICA CMI)	CMI INVOICE #M/LG005323	\$ 4,057.18
1/9/2024	2024-00292	Misc Non-Dept (115)	7815 (ANDREWS TECHNOLOGY HMS INC)	2024 NOVAtime Time & Attendance System	\$ 8,855.00
1/11/2024	2024-00309	Airport	0030 (HERITAGE COOPERATIVE)	2024 BLANKET FOR FUEL FOR TRUCKS/MOWING	\$ 3,500.00
1/11/2024	2024-00313	Comm Dev (105)	3603 (GRANT & MADISON, INC.)	PY2021 CHIP	\$ 3,000.00
1/11/2024	2024-00314	Finance	5687 (DYE & DOSS INSURANCE)	2024 BLANKET	\$ 3,725.00
1/11/2024	2024-00315	Cemetery	2091 (GRANIT BRONZ INC.)	2024 BLANKET	\$ 5,000.00
1/11/2024	2024-00316	Cemetery	0030 (HERITAGE COOPERATIVE)	2024 BLANKET	\$ 6,000.00
1/11/2024	2024-00317	Cemetery	6601 (SUSAN TEHAN)	2024 BLANKET	\$ 19,500.00
1/11/2024	2024-00319	Fire	7532 (FYDA FREIGHTLINER COLUMBUS, INC)	2024 Blanket	\$ 3,000.00
1/11/2024	2024-00320	Fire	6866 (OHIO FIRE ACADEMY)	2024 Blanket	\$ 3,000.00
1/11/2024	2024-00321	Fire	6893 (RUSH TRUCK CENTER)	2024 Blanket	\$ 3,000.00
1/11/2024	2024-00322	Fire	2699 (SPRINGFIELD TRUCK CENTER)	2024 Blanket	\$ 3,000.00
1/11/2024	2024-00323	Fire	4178 (STRYKER EMS EQUIPMENT)	2024 Blanket	\$ 3,000.00
1/11/2024	2024-00324	Fire	0160 (WHITE'S SERVICE CENTER)	2024 Blanket	\$ 3,000.00
1/11/2024	2024-00325	Fire	2029 (PHOENIX SAFETY OUTFITTERS)	2024 Blanket	\$ 3,000.00
1/11/2024	2024-00326	Fire	4269 (MES / WARREN FIRE EQUIPMENT)	2024 Blanket	\$ 4,000.00
1/11/2024	2024-00327	Fire	5410 (BOUND TREE MEDICAL)	2024 Blanket	\$ 12,000.00
1/11/2024	2024-00328	Fire	0030 (HERITAGE COOPERATIVE)	2024 Blanket	\$ 17,900.00
1/11/2024	2024-00329	Fire	7300 (CHANGE HEALTHCARE)	2024 Blanket	\$ 27,900.00
1/11/2024	2024-00330	Law	6545 (STAPLES BUSINESS ADVANTAGE)	Staples Blanket Purchase Order	\$ 3,000.00
1/11/2024	2024-00331	Misc Non-Dept (115)	7347 (SHI INTERNATIONAL CORP)	WATCHGUARD TECHNOLOGIES-PANDA SYSTEMS MGMT 1 YEAR	\$ 3,727.44
1/11/2024	2024-00332	Finance Dept - UB (202	6129 (SMARTBILL, LTD)	2024 POSTAGE AND PRINTING COST	\$ 44,000.00

JANUARY - FEBRUARY 2024
PURCHASE ORDERS \$2,501 - \$50,000
(Approved by Board of Control)

ORDER DATE	PO NUMBER	DEPARTMENT	VENDOR	DESCRIPTION	AMOUNT
1/11/2024	2024-00334	Parks & Recreation	7408 (MR. CLEAN)	Park Blanket 2024	\$ 4,000.00
1/11/2024	2024-00335	Parks & Recreation	0030 (HERITAGE COOPERATIVE)	Park Blanket 2024 FUEL	\$ 9,000.00
1/11/2024	2024-00336	Police	1576 (A.E. DAVID COMPANY)	Three ballistic vests	\$ 3,175.20
1/11/2024	2024-00337	Public Works	2207 (MAD RIVER TOP SOIL)	2023 Brush Grinding	\$ 7,500.00
1/11/2024	2024-00340	Street (120)	7596 (MURPHY TRACTOR & EQUIPMENT)	BLANKET PO 2024	\$ 3,000.00
1/11/2024	2024-00341	Street (120)	6506 (KLEEM INC)	BLANKET PO 2024	\$ 3,000.00
1/11/2024	2024-00342	Street (120)	7209 (SECURITY FENCE GROUP INC.)	BLANKET PO 2024	\$ 12,000.00
1/11/2024	2024-00343	Street (120)	7464 (HEI-WAY, INC)	BLANKET PO 2024	\$ 12,000.00
1/11/2024	2024-00344	Street (120)	0030 (HERITAGE COOPERATIVE)	BLANKET FUEL PO 2024	\$ 20,000.00
1/11/2024	2024-00347	Sewer (136)	7559 (MCGUIRE FARM & EXCAVATING LLC)	2023 Concrete Curb and Gutter	\$ 2,552.00
1/11/2024	2024-00348	Sewer (136)	3647 (USA BLUEBOOK)	Old Troy Pump Station Parts	\$ 3,883.26
1/11/2024	2024-00349	Sewer (136)	6537 (EJP EVERETT J PRESCOTT INC)	SEWER BLANKET 2024	\$ 4,000.00
1/11/2024	2024-00350	Sewer (136)	7917 (SRM CONCRETE)	SEWER BLANKET 2024	\$ 5,000.00
1/11/2024	2024-00351	Sewer (136)	2785 (URBANA MATERIALS)	SEWER BLANKET 2024	\$ 5,500.00
1/11/2024	2024-00352	Sewer (136)	8102 (EXCEL FLUID GROUP LLC)	Old Troy-Pump Replacement	\$ 9,511.00
1/11/2024	2024-00353	Sewer (136)	4298 (EAST JORDAN IRON WORKS****)	SEWER BLANKET 2024	\$ 10,000.00
1/11/2024	2024-00354	Sewer (136)	0030 (HERITAGE COOPERATIVE)	SEWER BLANKET 2024	\$ 10,000.00
1/11/2024	2024-00355	Wastewater (135)	6886 (FLOWPOINT ENVIRONMENTAL SYSTEMS)	WRF BLANKET 2024	\$ 3,240.00
1/11/2024	2024-00356	Wastewater (135)	3647 (USA BLUEBOOK)	WRF BLANKET 2024	\$ 3,500.00
1/11/2024	2024-00357	Wastewater (135)	2380 (FORD HALL COMPANY)	WRF BLANKET 2024	\$ 4,000.00
1/11/2024	2024-00358	Wastewater (135)	0169 (WILLIAMS HARDWARE)	WRF BLANKET 2024	\$ 4,500.00
1/11/2024	2024-00359	Wastewater (135)	6548 (CHEROKEE RUN LANDFILL)	WRF BLANKET 2024	\$ 5,000.00
1/11/2024	2024-00360	Wastewater (135)	7208 (RG TRUCKING)	WRF BLANKET 2024	\$ 5,000.00
1/11/2024	2024-00361	Wastewater (135)	6824 (XYLEM WATER SOLUTIONS)	WRF BLANKET 2024	\$ 5,000.00
1/11/2024	2024-00362	Wastewater (135)	5458 (TREASURER, STATE OF OHIO)	WRF Annual Discharge Fee	\$ 5,200.00
1/11/2024	2024-00363	Wastewater (135)	7994 (JENNIFER YOUNG)	WRF BLANKET 2024	\$ 5,200.00
1/11/2024	2024-00364	Wastewater (135)	0030 (HERITAGE COOPERATIVE)	WRF BLANKET 2024	\$ 10,000.00
1/11/2024	2024-00365	Wastewater (135)	5173 (ALLOWAY)	WRF BLANKET 2024	\$ 19,950.00
1/11/2024	2024-00367	Zoning	7652 (COMCATE)	Comcate Annual Fee 2024	\$ 7,920.24
1/11/2024	2024-00369	Water (130)	6877 (THE R.W. EARHART COMPANY)	Water Blanket 2024	\$ 2,800.00
1/11/2024	2024-00370	Water (130)	6335 (BUCKEYE POWER SALES CO, INC)	Water Blanket 2024	\$ 3,500.00
1/11/2024	2024-00371	Water (130)	0169 (WILLIAMS HARDWARE)	Water Blanket 2024	\$ 3,500.00
1/11/2024	2024-00372	Water (130)	8032 (WATER WORKS SUPPLY CO)	Water Blanket 2024	\$ 4,400.00
1/11/2024	2024-00373	Water (130)	6556 (MOODY'S OF DAYTON)	Rebuild High Service Pump for 29 Water Treatment Plant	\$ 5,000.00
1/11/2024	2024-00374	Water (130)	7427 (FERGUSON WATERWORKS)	Water Blanket 2024	\$ 5,000.00
1/11/2024	2024-00375	Water (130)	3647 (USA BLUEBOOK)	Water Blanket 2024	\$ 5,000.00
1/11/2024	2024-00376	Water (130)	4327 (GRAINGER)	Water Blanket 2024	\$ 5,000.00
1/11/2024	2024-00377	Water (130)	3956 (DYE & ASSOCIATES)	Water Blanket 2024	\$ 5,000.00
1/11/2024	2024-00378	Water (130)	5479 (MASI)	Water Blanket 2024	\$ 7,000.00
1/11/2024	2024-00379	Water (130)	7559 (MCGUIRE FARM & EXCAVATING LLC)	Curb Gutter and Sidewalk Repair for Main Breaks and Service Line Digs	\$ 7,241.00

JANUARY - FEBRUARY 2024
PURCHASE ORDERS \$2,501 - \$50,000
(Approved by Board of Control)

ORDER DATE	PO NUMBER	DEPARTMENT	VENDOR	DESCRIPTION	AMOUNT
1/11/2024	2024-00380	Water (130)	2282 (RAWDON MYERS, INC.)	Water Blanket 2024	\$ 10,000.00
1/11/2024	2024-00381	Water (130)	6556 (MOODY'S OF DAYTON)	Water Blanket 2024	\$ 10,000.00
1/11/2024	2024-00382	Water (130)	6631 (DMYTRYKA JACOBS ENGINEERS, INC)	Water Blanket 2024	\$ 10,000.00
1/11/2024	2024-00383	Water (130)	2785 (URBANA MATERIALS)	Water Blanket 2024	\$ 12,000.00
1/11/2024	2024-00384	Water (130)	0030 (HERITAGE COOPERATIVE)	Water Blanket 2024	\$ 18,000.00
1/11/2024	2024-00385	Water (130)	8101 (WATER SOLUTIONS UNLIMITED INC)	Water Blanket 2024	\$ 3,000.00
1/11/2024	2024-00386	Water (130)	7272 (MIAMI PRODUCTS & CHEMICAL CO)	Water Blanket 2024	\$ 20,000.00
1/11/2024	2024-00387	Comm Dev (105)	7700 (BRICKER GRAYDON)	General Legal Services	\$ 3,000.00
1/16/2024	2024-00405	Administration	7736 (FRANTZ WARD LLP)	LEGAL SERVICES	\$ 4,000.00
1/17/2024	2024-00416	Street (120)	7772 (DEERE CREDIT, INC)	JOHN DEERE 330 G SKID LOADER	\$ 27,863.28
1/17/2024	2024-00419	Sewer (136)	5563 (EJ PRESCOTT INC)	Boyce Street Sanitary Sewer Materials	\$ 3,614.18
1/17/2024	2024-00420	Street (120)	6506 (KLEEM INC)	work zone signage and low clearance signs	\$ 4,344.69
1/17/2024	2024-00421	Misc Non-Dept (115)	0664 (CCTSS)	EXCEEDED PO#30666 2023 IT SUPPORT BLANKET	\$ 6,909.03
1/17/2024	2024-00422	Engineering	7811 (COMPASS INFRASTRUCTURE GROUP)	W. Court Street Bridge Project	\$ 19,309.00
1/17/2024	2024-00423	Misc Non-Dept (115)	7736 (FRANTZ WARD LLP)	LEGAL SERVICES	\$ 4,000.00
1/17/2024	2024-00424	Finance	5173 (ALLOWAY)	EXCEED PO#30327 2023 BLANKET	\$ 6,356.60
1/22/2024	2024-00436	Probation Office	0030 (HERITAGE COOPERATIVE)	2024 blanket	\$ 3,000.00
1/22/2024	2024-00437	Probation Office	7405 (OHIO AMS)	Blanket PO 2024	\$ 20,000.00
1/22/2024	2024-00438	Probation Office	2818 (QUILL CORPORATION)	Blanket PO 2024	\$ 3,000.00
1/24/2024	2024-00448	Probation Office	7453 (REDWOOD TOXICOLOGY LAB INC)	2024 BLANKET	\$ 10,000.00
1/26/2024	2024-00459	Fire	7658 (MOTOROLA SOLUTIONS)	MARC Portable Walkies	\$ 11,715.70
1/26/2024	2024-00461	City Council (101)	1044 (AMERICAN LEGAL PUBLISHING)	2024 BLANKET	\$ 5,000.00
1/26/2024	2024-00462	Misc Non-Dept (115)	7854 (MERCY HEALTH - OCC HEALTH SPFLD)	2024 BLANKET FOR EMPLOYEE DRUG TEST	\$ 3,400.00
1/26/2024	2024-00463	Street (120)	6633 (MORTON SALT)	2023 Annual Salt	\$ 20,399.50
1/26/2024	2024-00464	Sewer (136)	6827 (BEST EQUIPMENT COMPANY)	Lateral Launch Camera Repair	\$ 3,225.23
1/31/2024	2024-00477	Police	8024 (CARAHSOFT TECHNOLOGY)	UFED 4PC Ultimate Subscription Cellebrite Inc 03/13/2024-03/12/2025	\$ 6,224.49
2/1/2024	2024-00481	Administration	8036 (T&D MONITORING SERVICES, LLC)	Training Room Audio Upgrade	\$ 8,750.00
2/1/2024	2024-00482	Fire	7726 (ATLANTIC EMERGENCY SOLUTION)	Truck One Pressure/Volume valve replacement	\$ 3,995.60
2/1/2024	2024-00483	Misc Non-Dept (115)	7594 (TERRAN CORPORATION)	2024 Residential GW Monitoring Wells	\$ 12,590.00
2/1/2024	2024-00484	Misc Non-Dept (115)	7594 (TERRAN CORPORATION)	2024 GW Monitoring (Landfill Wells)	\$ 48,146.00
2/1/2024	2024-00485	Police	1236 (CIVICA CMI)	3RDPA SERVER CMI License	\$ 2,681.91
2/1/2024	2024-00486	Police	1236 (CIVICA CMI)	Yearly fee for CMI's Authority RMS, Redhawk and RMS Query	\$ 18,555.12
2/1/2024	2024-00487	Sewer (136)	6537 (EJP EVERETT J PRESCOTT INC)	Trimble R2 GPS Receiver	\$ 7,673.95
2/1/2024	2024-00488	Sewer (136)	2785 (URBANA MATERIALS)	Boyce Street Gravel	\$ 28,000.00
2/7/2024	2024-00502	Wastewater (135)	0090 (MADER ELECTRIC MOTOR, INC.)	Screw Pump Motor and Digester Recirc Motor Replacement	\$ 5,387.30
2/7/2024	2024-00503	Wastewater (135)	8107 (SPAANS BABCOCK INC)	Screw Pump Bearing Replacement	\$ 31,750.00
2/7/2024	2024-00505	Sewer (136)	7559 (MCGUIRE FARM & EXCAVATING LLC)	Boyce Street Sewer Project	\$ 42,292.00
2/7/2024	2024-00506	Police	5525 (CDW-GOVERNMENT INC)	Desktop computer replacement for officer work area (2) and kizer (1)	\$ 2,830.91
2/7/2024	2024-00507	Administration	3781 (RICOH USA, INC.)	2024 Ricoh Blanket	\$ 5,000.00
2/7/2024	2024-00508	Street (120)	7209 (SECURITY FENCE GROUP INC.)	traffic light controllers	\$ 12,692.50

JANUARY - FEBRUARY 2024
PURCHASE ORDERS \$2,501 - \$50,000
(Approved by Board of Control)

ORDER DATE	PO NUMBER	DEPARTMENT	VENDOR	DESCRIPTION	AMOUNT
2/8/2024	2024-00510	Police	7658 (MOTOROLA SOLUTIONS)	Body Worn Cameras / In-car cameras yearly invoice	\$ 22,380.01
2/8/2024	2024-00511	Police	8111 (FLOCK GROUP INC)	FLOCK Cameras	\$ 18,900.00
2/9/2024	2024-00516	Court	1236 (CIVICA CMI)	CMI-TRAINING INVOICE # C/LG002674	\$ 3,330.00
2/15/2024	2024-00527	Wastewater (135)	7853 (KIMMEL CLEANERS)	2024 BLANKET UNIFORMS	\$ 14,600.00
2/15/2024	2024-00528	Wastewater (135)	0729 (HACH COMPANY)	Hach Sampler - Effluent	\$ 4,756.60
2/15/2024	2024-00529	Police	7840 (NORTH COAST POLYTECHNIC INST)	2024 mandated CPT training hours for 21 officers	\$ 3,780.00
2/21/2024	2024-00543	Sewer (136)	6827 (BEST EQUIPMENT COMPANY)	Push/ Pull Camera Replacement	\$ 11,770.00
2/21/2024	2024-00544	Sewer (136)	7559 (MCGUIRE FARM & EXCAVATING LLC)	Boyce Street Concrete Work	\$ 19,295.00
2/21/2024	2024-00545	Cemetery	7030 (SEWAH STUDIOS)	Oak Dale Cemetery & Greenwood Arboretum Marker & Post	\$ 2,700.00
2/21/2024	2024-00546	Wastewater (135)	2422 (ALLIED TECHNICAL SERVICES)	Influent Bypass Pump	\$ 35,719.00
2/28/2024	2024-00559	Misc Non-Dept (115)	5525 (CDW-GOVERNMENT INC)	MAILBOX EXCHANGE	\$ 10,350.00
2/28/2024	2024-00560	Cemetery	2091 (GRANIT BRONZ INC.)	NICHE & CRYPT FRONT REPLACEMENTS	\$ 2,560.00
2/28/2024	2024-00561	Police	7658 (MOTOROLA SOLUTIONS)	Two (2) Body Worn Cameras and 5-year Subscription plan	\$ 8,920.00

Chris Boettcher, Director of Finance
Board of Control Secretary

ORDINANCE NO. 4601-24

AN ORDINANCE TO AMEND SECTIONS 111.02, 111.03, AND 111.04 OF THE CODIFIED ORDINANCES (Three (3) readings required, public hearing required. Public Hearing Advertisement date: Friday February 23, 2024)

WHEREAS, Section 2.08 of the Urbana City Charter provides that Council shall set its own rules and order of business; and

WHEREAS, the Urbana City Council deems it necessary to make certain changes to its Rules, codified at Sections 111.02, 111.03, and 11.04 of the Urbana Codified Ordinances; and

WHEREAS, the salary of the mayor is currently set by Section 121.01 of the Codified Ordinances, the salary of the City Council members is currently set by Section 111.03 of the Codified Ordinances, and the salary of the President of Council is currently set by Section 11.04 of the Codified Ordinances; and

WHEREAS, it is necessary to amend these Sections to allow the Salary Commission to function.

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

SECTION ONE: That Section 111.02 of the Codified Ordinances is hereby amended as follows, with the stricken language to be removed, and the boldface language to be added:

“111.02 RULES.

These rules are promulgated pursuant to Urbana City Charter Section 2.08.

Preamble

These rules of procedure have been designed to address common questions of Council Members as well as the general public. City Council, as the legislative body, has powers as set forth in the Urbana City Charter exclusive to legislation and appropriation.

Section 1 – Meetings

1.1 Organizational Meetings

The Council shall meet annually in compliance with Urbana City Charter Section 2.05. At the annual meeting, each Council member may be assigned to one or more committees by the President.

1.2 Regular Meetings/Quorum/Open Meetings

The Council shall meet regularly in compliance with Urbana City Charter Section 2.07, with a quorum of at least four members to vote. As of 2015, the Council shall meet the first and third Tuesday of each month at the Urbana Municipal Building at ~~7:00~~ **6:00** p.m. unless the schedule is adjusted by majority vote to avoid conflicts with holidays, etc. All meetings of Council shall be held in accordance with the general laws of Ohio pertaining to requirements for open meetings of public bodies, Ohio R.C. 121.22.

1.3 Special Meetings/Work Sessions

The Council may also hold special meetings in compliance with Urbana City Charter Section 2.07. These meetings are often termed "work sessions" for discussion or information-gathering purposes, but on occasion a special meeting to take action may be held due to deadlines for required action by Council on legislation.

Special meetings of Council may be called upon the written request of the Mayor, or as scheduled during a regular meeting by the Council President or consensus of any four members of Council. The Clerk may give notice of a work session via e-mail, and work sessions are also open meetings.

1.4 Meeting Agendas

The Clerk of Council will deliver the agenda for every meeting at least three days prior to each regular meeting and at least one day prior to each special meeting. Anyone desiring to introduce legislation for Council's consideration shall deliver it to the Clerk by ~~noon on the Thursday~~ **4:00 p.m. on the Tuesday** prior to a regular meeting. Proposed legislation delivered after that deadline may be placed on the agenda for the next subsequent Council meeting unless it is of an emergency nature as determined by the Director of Law.

The Clerk may deliver agendas to council members (and other City employees) as PDF (portable document format) files via e-mail ~~and tablet devices~~, post the digital PDF to the City website, and shall print a sufficient number of hard copies for the public in attendance at meetings.

1.5 Record of Meetings

The Clerk shall use any available equipment to create an audio recording of each Council meeting except for executive sessions. ~~Students from Urbana High School (pursuant to contract) shall video record the public portions of each regular meeting.~~ The Clerk shall prepare the minutes as a summary of Council action and discussion.

In the absence of the Clerk, the President shall call for votes as needed, but the President Pro Tempore shall take written notes to assist the Clerk with preparing meeting minutes, or else prepare the minutes if the Clerk is unavailable to do so in a timely fashion. The Clerk may also designate a different substitute with at least 48 hours notice to both the President and President Pro Tempore for any planned absences.

Section 2 - Order of Business for Meetings

2.1 Call to Order. Roll Call. Pledge and Minutes

The President (or President Pro Tempore) shall promptly call the meeting to order at the appointed time and the Clerk shall call roll of all Council Members present, followed by the Pledge of Allegiance. As the first order of business, the Council shall review minutes of the most recent meetings as prepared by the Clerk and recommend any corrections or changes before approval of those minutes by voice vote.

2.2 Proclamations and Presentations

Generally, the President and Council may accommodate the recitation of ceremonial resolutions and proclamations (by the Council as a body, the Council President, and/or the Mayor), as well as short presentations, such as the "swearing in" of new City officials and employees, prior to or immediately after the review of minutes as the first order of business. Resolutions of congratulations, commendations, condolences, and the like, which are not of a general and

permanent nature, may be voted and acted upon immediately after one reading pursuant to Urbana City Charter Section 2.10.

2.3 Communications

All general communications to the Council as a legislative body may be scanned to a portable document format (PDF) and sent digitally by the Clerk via e-mail along with the meeting agenda.

Unless any specific communication requires additional discussion, the communications may be accepted by consent agenda with a majority voice vote. Any Council member may make a motion to remove an item from the consent agenda for additional discussion without the need for a second. Any item removed from the consent agenda, after discussion, requires a separate majority voice vote for acceptance.

2.4 Administrative Reports

Generally, Council action on administrative reports is limited to Board of Control purchase items. Notes to the Board of Control report that are provided for information only do not require action by ordinance, resolution or motion.

2.5 ~~Committee Reports~~ Public Comment and Questions

(a) Addressing Council: Time limits

The President shall recognize any members of the public who have signed in to address Council at the allotted time unless specified otherwise in the agenda. Members of the public must use the microphone at the podium and state name and address for the minutes. Each member of the public has a time limit of five minutes to address Council, unless granted an extension by motion and vote of Council members or prior scheduling with the Clerk to be included on the agenda.

(b) Public Questions and Answers on Issues Raised at Meetings

The public comment period is not a question-and-answer or debate session. For any issues outside the scope of Council's functions in legislation and appropriation, the Council President may refer citizens to speak with the administration or another appropriate City department and ask for a follow-up report from the administration.

2.6. Legislation

Council shall consider any ordinances or resolutions submitted for first reading, then second reading, then third reading, unless the meeting agenda specifies otherwise.

2.7 Department Liaison Reports

Any Council member serving as a liaison to a Department or Departments of the City shall provide updates to Council.

~~2.7~~ 2.8 Miscellaneous Business

The Council President may ask for miscellaneous business concerns from each Council member, and then from each department head in "round-table" fashion after legislative matters are concluded.

~~2.8~~ 2.9 Executive Session

Executive sessions shall generally be held at the end of regular meetings unless a meeting agenda specifies otherwise. Every motion to enter executive session must specify the reason

pursuant to Ohio R.C. 121.22(g). Prior to entering executive session, the Council President may advise whether any additional discussion or action is anticipated after the conclusion of the executive session for the public's benefit.

Section 3 - Legislative Procedure

3.1 Forms of Action by Council

All actions of Council shall be by ordinance, resolution or motion. Motions with majority voice vote shall be used to conduct the routine business of Council, in procedural matters, for elections conducted among and appointments made by Council members, to make requests of city officials, and as otherwise provided in the City Charter. All other action shall be taken by ordinance or resolution, with a roll call vote by the Clerk.

3.2 Deliberation/Discussion/Debate

~~The Council President shall recognize every Council member by name for deliberation, discussion and debate regarding any resolution, ordinance or motion. On first and second readings, if rules suspension has not been requested, any Council member may move to "place on the business floor for discussion" without the need for a second, subject to voice vote. For any item up for third reading or rules suspension, no Council member shall speak out of turn on the same item until every other member desiring to address it has spoken at least once. Motions to discuss on final reading of proposed legislation shall be styled "move to discuss [Ord. or Res. Number] and adopt the same."~~

All Council members shall be given the opportunity to speak to any motion, legislation, or question should he/she so desire. No Council member shall speak longer than 15 minutes on the same motion, ~~ordinance~~ **legislation** or question without the permission of the Council President.

Personal remarks during deliberations or debate are always out of order and shall be ruled as such by the Council President. Discussion must be directed to the motion on the floor, not motives and/or personalities. Council members shall confine their comments and questions to the issues and principles of proposed legislation.

3.3 Motion to Table

No motion to "table" may be made until all Council members have had an opportunity to speak at least once during discussion. A motion to "table" shall be treated as a motion to temporarily postpone discussion until the next regular meeting, and may not be used to permanently suspend deliberations on a proposed ordinance or resolution.

A motion to table shall require a two-thirds majority to take effect and shall not be made after a motion to discuss and adopt any emergency legislation. If tabled, the same Council member who moved to table shall, at the next regular meeting, move to return the legislation to the business floor for discussion. Amendments to tabled legislation may be made pursuant to Rule ~~5-2.~~ **4.2.**

3.4 Motion to Withdraw

After discussion, any Council member making a motion may request to withdraw the motion if no other Council member has seconded the motion, or if the Council member who seconded the motion likewise requests to withdraw the second, prior to a vote. The Council President shall decide motions to withdraw.

3.5 Motion to Reconsider or Rescind.

No Council member shall make a motion to reconsider or rescind during the same regular meeting after a vote has been taken. Motions to "rescind" and "reconsider" are restorative motions, and may be used to permit Council to change or re-evaluate legislation that has been approved or voted down.

Motions to rescind shall include the original number of the ordinance or resolution, as the vote shall pertain to the original proposal as submitted to council.

Motions to reconsider shall require a new ordinance or resolution number for any changes to proposed legislation that was not passed or vetoed by the Mayor without a council override.

3.6 Votes

All Council members in attendance shall vote "yes," "no," or "abstain" in response to a roll call vote; in response to a majority voice vote, shall vote "yes," "no" or remain silent.

A Council member may not delay voting or "pass" when called upon to cast a vote.

3.7 Point of Order

Any Council member may bring a Point of Order to the attention of the Council President.

The Council President may ask the Clerk of Council or Director of Law for clarification of procedural questions at any time. In the event that state law, the City Charter or these rules do not address a particular procedural matter, the President, Council Clerk, and/or Director of Law shall consult a recognized parliamentary procedure guide such as Mason's Manual of Legislative Procedure, The Standard Code of Parliamentary Procedure, or Robert's Rules of Order. Any Council member may appeal from a point of order decided by the Council President by a motion requiring a second and approval by three-quarters majority vote of Council members present.

Section 4— Public Comment and Questions

~~4.1 Addressing Council: Time limits~~

~~—The Chair shall recognize any members of the public who have signed in to address Council at the allotted time unless specified otherwise in the agenda. Members of the public must use the microphone at the podium and state name and address for the minutes. Each member of the public has a time limit of five minutes to address Council, unless granted an extension by motion and vote of Council members or prior scheduling with the Clerk to be included on the agenda.~~

~~4.2 Public Questions and Answers on Issues Raised at Meetings~~

~~—The public comment period is not a question and answer or debate session. For any issues outside the scope of Council's functions in legislation and appropriation, the Council President may refer citizens to speak with the administration or another appropriate City department and ask for a follow-up report from the administration.~~

Section 5 4 - Enacting Legislation

~~5.1~~ 4.1 Introduction of Ordinances and Resolutions

Any member of Council or the City administration (division and department heads) may introduce an ordinance or resolution, at a regular or special meeting, which shall contain a concise title and one subject only with two exceptions to this rule:

(A) Appropriation ordinances, which may contain the various subjects, accounts and amounts for which monies are appropriated; and

(B) Compilations of updates to the Codified Ordinances.

All proposed legislation must be received by the Clerk of Council by ~~the Friday~~ **4:00 p.m. on**

the Tuesday preceding the meeting at which it is to be introduced for a first reading. The Clerk of Council shall distribute copies of proposed ordinances and resolutions to each Council Member along with the agenda. Legislation received after the deadline may be deferred for consideration until the next regularly-scheduled Council meeting unless authorized by the Council President or ~~requested as an emergency~~ **deemed to be an emergency and authorized by the Director of Law.**

~~5-2~~ 4.2 Amendments

A pending ordinance or resolution may be amended at any time after first reading, prior to its passage by the Council, by a majority vote of the members of the Council present and voting on the amendment. Such amendment shall not require additional readings of the ordinance or resolution unless the Director of Law is absent from a meeting and unable to review the proposed amendment for conformity to state and federal law.

~~5-3~~ 4.3 Voting

All Council Members present shall vote upon the Council President's call for a vote by responding YES or NO, except if the Council Member perceives a potential conflict of interest, at which time it is permissible to abstain from voting by responding "ABSTAIN" upon the call. No further elaboration need be given for abstention other than "conflict of interest," but the Council Member, in the interest of transparency, may provide a brief explanation for the minutes. Any Council Member, not being excused, who refuses to vote or abstain, may be found in contempt of Council and may be censured by a majority vote of Council.

~~5-4~~ 4.4 Definition of Majority

For as long as Council consists of seven (7) members, a simple majority requires the vote of four (4) members, a two-thirds majority requires five (5) members, and a three-fourths majority requires six (6) members.

Section 6 5 – General

~~6-1~~ 5.1 Access to Information

The Clerk shall regularly update and post minutes to the Council-specific pages of the City of Urbana's website, www.urbanaohio.com. The Clerk serves as Council's designated public records custodian.

With the exception of the Council Clerk, Council lacks authority to give orders to any City employee, and shall inquire directly with the Mayor or Director of Administration as to administrative affairs of the City (see Urbana City Charter Section 2.20). For inquiries relating to proposed legislation, however, Council members may request explanation by a department representative, if one is present at a Council meeting or work session.

~~6-2~~ 5.2 Notifications/Notice

Any notice or notification to be given by the Clerk may be given by any person designated to act on behalf of or under the authority of the Clerk. The Clerk shall maintain a record of the date and manner, and time, if pertinent under these Rules, of all actions taken with regard to notices and notifications under these Rules, and shall retain copies of proofs of publication of any notifications or notices.

6.3 5.3 Conduct of Council Members

The professional and personal conduct of Council members must be above reproach and avoid the appearance of impropriety. Council members shall refrain from abusive conduct or personal attacks upon the character or motives of other Council members as well as City staff and the general public. Council members shall prepare for meetings by reviewing agendas, minutes and other information provided, refrain from interrupting other speakers, practice civility and decorum in discussion, and avoid arguments with members of the general public during Council meetings.

6.4 5.4 Ethics

Council Members shall act with honesty and uphold the highest ethical standards so that public confidence and trust in the integrity, objectivity, and impartiality of government are conserved and enhanced. Each member of Council, and the Clerk of Council, shall become familiar and comply with the most current version of the Ohio Ethics Law (Revised Code Chapter 102) and related statutes such as Ohio R.C. Chapter 2921. Any Council member who believes that he or she may have a conflict of interest with a pending issue should seek the advice of the Director of Law or the Ohio Ethics Commission, prior to entering into any discussion or voting on that issue. (Ord. 4440-15. Passed 3-17-15.)

SECTION TWO: That Section 111.03 of the Codified Ordinances is hereby amended as follows, with the stricken language to be removed, and the boldface language to be added:

**“111.03 COUNCIL MEMBER COMPENSATION; TRAINING PROGRAM STIPEND;
TABLET COMPUTERS.**

(a) Effective January 1, 2021, the compensation for any Council Member shall be set by the Salary Commission pursuant to Section 4.06(k) of the Urbana City Charter. The Director of Finance shall pay each Council Member in equal monthly installments.

(b) Council members may receive an additional stipend for mileage and reimbursement of costs to attend any training program approved by a majority of Council, provided that such stipend shall not exceed two hundred dollars (\$200.00) annually. Expense reports shall be submitted in a timely fashion to the Director of Finance.

~~(c) Each Council Member shall be assigned a tablet computer in order to effectively receive documentation for Council meetings as well as to facilitate communication with constituents and others via e-mail, etc. This equipment is City property and not a taxable fringe benefit, as it is to be used primarily for City purposes rather than personal use, and Council Members shall be financially responsible for replacement or repair in the event of loss, theft or damage. All Council Members shall sign the Tablet Signout Form (attached as Exhibit A) and Acceptable Use Policy (attached as Exhibit B to original Ordinance 4444-15) prior to taking delivery of a City tablet from the Clerk. Any Council member desiring to use a personal device, rather than City property, shall sign the Acceptable Use Policy.~~
(Ord. 4532-20. Passed 1-5-21.)”

SECTION THREE: That Section 111.04 of the Codified Ordinances is hereby amended as follows, with the stricken language to be removed, and the boldface language to be added:

**“111.04 COUNCIL PRESIDENT COMPENSATION; TRAINING PROGRAM STIPEND;
TABLET COMPUTERS.**

(a) Effective January 1, 2021, the compensation for the Council President shall be set by the Salary Commission pursuant to Section 4.06(k) of the Urbana City Charter. The Director of

Finance shall pay the President in equal monthly installments.

(b) The Council President may receive an additional stipend for mileage and reimbursement of costs to attend any training program approved by a majority of Council, provided that such compensation shall not exceed two hundred fifty dollars (\$250.00) annually.

~~(e) The Council President shall be assigned a tablet computer upon taking office and shall comply with the same conditions as other Council Members as outlined in Section 111.03(e). (Ord. 4532-20. Passed 1-5-21.)~~

SECTION FOUR:

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 FIVE:

This ordinance shall become effective on April 2, 2024.

President, City of Urbana Council

PASSED: _____

ATTEST: _____
Clerk of Council

This Ordinance approved by me this ____ day of _____, 2024.

Mayor, City of Urbana

REVIEWED: Mark M. Quinn 2/14/24
Director of Law Date

Jumper: ____ Yay ____ Nay ____ N/A

Scott: ____ 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. 4602-24

AN ORDINANCE ADOPTING THE PLANNING COMMISSION RECOMMENDATION TO ENACT CHAPTER 1303 OF THE CODIFIED ORDINANCES, PROPERTY MAINTENANCE CODE, AND ENACTING CHAPTER 1303 OF THE CODIFIED ORDINANCES OF THE CITY OF URBANA, ENTITLED PROPERTY MAINTENANCE CODE (Three (3) readings, public hearing required. Public Hearing Advertisement date: Friday, February 23, 2024)

Department Requesting: Zoning

Sponsor: Councilwoman Audra Bean

WHEREAS, a gap has been identified between the City of Urbana's nuisance code and zoning code in addressing certain property maintenance issues; and

WHEREAS, the purpose of the 2024 International Property Maintenance Code is to establish requirements to provide a reasonable level of health, safety, property protection and general welfare insofar as they are affected by the continued occupancy and maintenance of structures and premises; and

WHEREAS, the adoption of the 2024 International Property Maintenance Code would allow for the enforcement of a variety of requirements for the maintenance of exterior property areas, as well as the interior and exterior elements of a structure, that are intended to maintain a minimum level of safety and sanitation for both the general public and the occupants of a structure, and to maintain a building's structural and weather-resistance performance; and

WHEREAS, on January 22, 2024, the Planning and Zoning Staff proposed the adoption of the 2024 International Property Maintenance Code (IPMC) as Chapter 1303 (*See Exhibit A, attached hereto and incorporated herein*); and

WHEREAS on January 22, 2024, the City of Urbana Planning Commission recommended by a 5-0 vote to *accept* the proposal of the International Property Maintenance Code (IPMC) (*See Exhibit B, attached hereto and incorporated herein*); and

WHEREAS, Council held a public hearing pursuant to Chapter 1113.09 of the Codified Ordinances of the City of Urbana on Tuesday, March 5, 2024.

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

SECTION ONE: The recommendation of the Planning Commission to adopt Chapter 1303 of the Urbana Codified Ordinances is hereby adopted.

SECTION ONE: The new Chapter 1303 of the Codified Ordinances of the City of Urbana, entitled Property Maintenance Code, a complete copy of which is attached to *Exhibit A* shall be, and same is hereby, enacted.

SECTION TWO: All actions of City Council and the Planning Commission related to this legislation were conducted in open meetings pursuant to Urbana Codified Ordinance 107.01 and Ohio Revised Code 121.22. City Council held a public hearing under Urbana Codified Ordinance 1113.09, with notice by publication pursuant to Urbana City Charter Section 2.16, on February 23, 2024.

SECTION THREE: This ordinance shall become effective at the earliest time provided by law.

President, City of Urbana Council

PASSED: _____

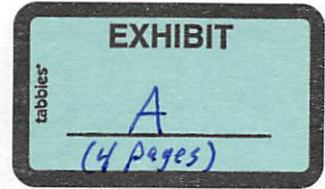
ATTEST: _____
Clerk of Council

This Ordinance approved by me this _____ day of _____, 2024.

Mayor, City of Urbana

REVIEWED: W.M. Davis 2/14/24
Director of Law Date

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



STAFF REPORT

Project Case No.: PC-2024-03
Staff: Preston Carter – Zoning and Compliance Officer
Applicant: City of Urbana

Request Summary:

Proposal to adopt the 2024 International Property Maintenance Code as Chapter 1303. The 2024 International Property Maintenance Code can be found here: <https://codes.iccsafe.org/content/IPMC2024P1>.

Planning Commission Options:

The Planning Commission, by motion and vote, may approve the application as presented, approve the application with conditions, table the application for more information, or deny the application as presented.

CHAPTER 1303
Property Maintenance Code

- 1303.01 Adoption of Property Maintenance Code.**
- 1303.02 Conflict.**
- 1303.03 Additions, Insertions and Changes.**
- 1303.04 Savings Clause.**
- 1303.99 Penalty.**

CROSS REFERENCES

- Adoption by reference - see CHTR. Sec. [2.18](#)
- Building and Zoning Appeals Board – see Admin. And Enfor. CH. 1105, Secs.1105.05 through 1105.10
- Nuisances – See CH. 1339, Sec. 1339.03

1303.01 ADOPTION.

That certain document, copies of which are on file in the office of the Clerk of Council, being marked and designated as “the International Property Maintenance Code 2024 Edition”, as published by the International Code Council, Inc., is hereby adopted as the Property Maintenance Code of the City for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of such International Code Council, Inc. International Property Maintenance Code are hereby referred to, adopted and made a part hereof, as if fully set out in this chapter, with the additions, insertions, deletions and changes, if any, prescribed in Section 1303.03.

1303.02 CONFLICT.

In the event any other ordinances or parts of ordinances are in conflict with this chapter, the additional or more stringent of the two requirements shall apply.

1303.03 ADDITIONS, INSERTIONS AND CHANGES.

The following additions, deletions and amendments to the International Code Council, Inc. International Property Maintenance Code (“PM”) are hereby adopted.

- (a) Section PM 101.1 Insert: City of Urbana, Ohio as [NAME OF JURISDICTION].
- (b) Section PM 103.1 Insert: Zoning and Compliance as [NAME OF DEPARTMENT].

(c) Sections PM 106.1 through 106.4 are hereby deleted and the "Code Appeals Board" for purposes of this chapter shall be the Building and Zoning Appeals Board of the City of Urbana, Ohio. Sections 1105.05 through 1105.10 of the Codified Ordinances of the City of Urbana shall apply to this chapter.

(d) Sections PM 107.4 VIOLATION PENALTIES is deleted and replaced in Section 1303.99 of this chapter.

(e) Sections PM 107.2, 109.4.2 and 111.2 are hereby deleted and the method of service for purposes of this chapter shall be as described in Section 1339.03 of the Codified Ordinances of the City of Urbana.

(f) Section PM 107.3 shall be amended to read as follows:

"Prosecution of Violation

Any person failing to comply with a notice of violation or order served in compliance with Urbana Codified Ordinances, Section 1339.03 shall be deemed guilty of a misdemeanor or civil infraction as determined by the local municipality, and the violation shall be deemed a *strict liability offense*. If the notice of violation is not complied with, the Zoning and Compliance officer shall institute the appropriate proceedings in law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this code or of the order or direction made pursuant thereto. Any action taken by the authority having jurisdiction on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

(g) Sections PM 302.4, 304.3, 304.14 through 304.19 are hereby deleted.

(h) PM Appendix B is hereby deleted.

1303.04 SAVING CLAUSE.

Nothing in this chapter or in the Property Maintenance Code hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance modified as stated in Section 1303.02 of this chapter; nor shall any just or legal right or remedy of any character be lost, impaired or affect by this chapter.

1303.99 PENALTY.

Failure to comply with this Property Maintenance Code is punishable by any or all of the following:

1. **Criminal Penalties:** A first violation of the Property Maintenance Code is a minor misdemeanor, punishable by a fine of up to \$150.00, not including court costs. Any subsequent violations within one (1) year of the date of any conviction is a misdemeanor of the third degree. A third-degree misdemeanor is punishable by a fine of up to \$500.00, 60 days in jail, or both, not including court costs. In addition, any money spent by the City to remove unsafe or unsanitary conditions from a cited property may be added to the fine.

2. **Civil Remedies:** The Director of Administration, on behalf of the City of Urbana, or any officer designated by the Director of Administration on behalf of the City of Urbana may file suit for injunction against any violation of this Property Maintenance Code or, if the violation has caused damages to the City of Urbana, file suit for a judgment for damages. Any other person, property owner, or occupant of a property who can show that he or she has suffered harm or whose property has suffered harm as a result of the violations of this Property Maintenance Code may also file suit for injunction or damages to the fullest extent provided by law.

3. Fines: After the expiration of any time allotted for compliance, for the filing of an appeal, or after an unsuccessful appeal, any continuing violation is subject to a fine of twenty-five dollars (\$25.00) per day, until the property comes into compliance. These fines may be collected by an action at law brought in the name of the City against the owner, occupant or person having charge or lawful possession of the premises on which the violation occurred, by certifying the costs to the County Auditor for placement on the real estate tax duplicate of the premises on which the violation occurred, and collection in the same manner as other taxes, or both, in the sole discretion of the Director of Administration or any officer designated by the Director of Administration on behalf of the City of Urbana.



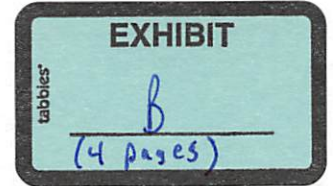
Planning Commission January 22, 2024 Meeting Minutes

Attendance

Member(s) Present: Kerry Brugger; Bill Bean; Richard Kerns; Kimberly Gordon-Brooks; Jerome Armstrong

Member(s) Absent: Jennifer Dunham-Young; Tasha Abrams

Guests Present: None Present



Call to Order and Pledge of Allegiance

Action: Kerry Brugger lead the Pledge of Allegiance and called roll.

First Meeting of the Year - Organizational

Mr. Brugger opened the floor to receive nominations for the position of Board Chair.

Action: It was moved by Mr. Bean to nominate Mr. Brugger for the position of Chair
It was seconded by Ms. Gordon-Brooks

Discussion: Mr. Brugger Accepted

Vote:

5 (Yay) – 0 (Nay)

Motion Passed.

Reading of Rules of the Meeting

Action: Suspended

Prior Meeting Minutes (November 27, 2023)

Action: It was moved by Ms. Gordon-Brooks to accept the previous meeting minutes.
It was seconded by Mr. Kerns.

Discussion: None

Vote:

5 (Yay) – 0 (Nay)

Motion Passed.

Old Business – Application(s)

None



New Business – Application(s)

PC-2024-01 – Back to Eden Health & Wellness -518 Miami St. – Monument Sign
PC-2024-02 – Back to Eden Health & Wellness -518 Miami St. – Wall Sign

Action: Both applications were Administratively approved on December 21, 2023

PC-2024-03 – City of Urbana – International Property Maintenance Code

Application, Staff Comments/Recommendations:

Mr. Carter thanked the Board for approving PC-2023-11, adopting the International Property Maintenance Code (IPMC) as Chapter 1303 at their November 27, 2023 meeting. He explained the desire to add the following verbiage as another option under 1303.99 PENALTY:

3. Fines: After the expiration of any time allotted for compliance, for the filing of an appeal, or after an unsuccessful appeal, any continuing violation is subject to a fine of twenty-five dollars (\$25.00) per day, until the property comes into compliance. These fines may be collected by an action at law brought in the name of the City against the owner, occupant or person having charge or lawful possession of the premises on which the violation occurred, by certifying the costs to the County Auditor for placement on the real estate tax duplicate of the premises on which the violation occurred, and collection in the same manner as other taxes, or both, in the sole discretion of the Director of Administration or any officer designated by the Director of Administration on behalf of the City of Urbana.

Approval of this option by the Board will allow the City to have added control over enforcement of future violations, motivating individuals to come into compliance. Upon this Board's decision, Chapter 1303 shall be presented, in its entirety, to City Council during their regular session on February 20 (1st Reading) for their review and discussion.

Discussion:

Mr. Brugger confirmed the only change to the Ordinance is the addition of Item #3 *Fines* under 1303.99 PENALTY - **Mr. Carter** agreed; he then asked if there was a "cap" to the \$25 per day – **Mr. Carter** confirmed there was no "cap" to the per day fine; **Mr. Brugger** also asked, at what date will the fine begin – **Mr. Carter** explained, the fine will begin after the 10-day allotment to abate/remedy, therefore fines begin accruing on day 11. **Mr. Carter** then pointed out to the Board that infractions to the IPMC will be handled the same as typical zoning and nuisance violations: regarding notice; allotted time to abate/remedy; and opportunity to request an extension. **Mr. Bean** readily agreed to adding this extra option; no additional comments/questions from the Board were offered.

Action: It was moved by Ms. Gordon-Brooks to accept Application PC-2024-03 as presented. It was seconded by Mr. Armstrong.

Vote:

5 (Yay) – 0 (Nay)
Motion Passed.



PC-2024-04 – S & L Home Center Inc. – K48-25-11-02-11-009-00 & K48-25-11-02-11-010-00 – Zoning Map Update

Application, Staff Comments/Recommendations:

Mr. Carter thanked the Board for approving PC-2023-10 Zoning Map Update at their November 27, 2023 meeting, stating the allotted time to present to City Council expired due to various office closures during the holiday season; therefore, the application must be presented once again to the Planning Commission for review and approval, noting no alterations were made to the original application.

Discussion:

Mr. Brugger confirmed the handout received properly indicates the parcels as they appear – **Mr. Carter** confirmed. No additional questions or comments were offered.

Action: It was moved by Mr. Armstrong to accept Application PC-2024-04 as presented. It was seconded by Mr. Bean.

Vote:

5 (Yay) – 0 (Nay)
Motion Passed.

Miscellaneous

Required: Mr. Brugger opened the floor for nominations of the 2024 Planning Commission Housing Council Representative. **Mr. Bean** asked Mr. Kerns if he would be willing to represent the Planning Commission for another term on the Housing Council; **Mr. Kerns** agreed.

Action: It was moved by Mr. Bean to nominate Mr. Kerns for the position of Planning Commission Housing Council Representative. It was seconded by Ms. Gordon-Brooks

Vote:

5 (Yay) – 0 (Nay)
Motion Passed.

General Discussion: Several topics were presented, as “workshops” for the Board to entertain during their 2024 sessions; necessary Ordinance updates relating to the following topics:

1. Ch. 1137: Urbana Sign Code: Review for possible update(s); regarding material advances, technology improvements etc.; signage requirements to better fit “small business” operations; Review all references, i.e. 1110.05.
2. Definition/regulations pertaining to “Permitted Conditional Accessory Uses /Conditionally Permitted Accessory Uses”, as related to the use of shipping containers as an accessory building;
3. Ch. 1133: Off-street parking related to the definition of a “dustless surface” – are concrete and asphalt the only options; the required number of spaces required –etc.;
4. Vehicle Charging Stations, should the city provide, or is it a private business option; regulations and/or requirements needed, etc. (i.e. will it count as a required parking space, etc.);
5. Sidewalk installation – are the current requirements for all new builds relevant? Evaluate against historic BZA cases. Discuss w/Engineering as needed.
6. Review frequent issues that BZA is dealing with;



-
7. Encourage the growth of small business through sustainable updates to historic/outdated requirements; Perhaps arrange a group meeting with DRB, when necessary for downtown projects.

Adjournment

Action: It was moved by Mr. Bean to adjourn and seconded by Mr. Armstrong.

Vote:

5 (Yay) – 0 (Nay)

Motion Passed.

ORDINANCE NO. 4603-24

AN ORDINANCE TO ADOPT THE PLANNING COMMISSION RECOMMENDATION ACCEPTING THE PROPOSAL TO UPDATE THE CITY OF URBANA OFFICIAL ZONING MAP TO ESTABLISH CITY DESIGNATED ZONING CLASSIFICATIONS FOR TWO (2) RECENTLY ANNEXED PROPERTIES: K48-25-11-02-11-009-00 & K48-25-11-02-11-010-00 (Three (3) readings required, Public Hearing required. Public Hearing Advertisement date: Friday, February 23, 2024)

Department Requesting: Zoning

Sponsor: Councilwoman Audra Bean

WHEREAS, Chapter 1113 of the Codified Ordinances of the City of Urbana, Ohio enables amendment of the Official Zoning Map; and

WHEREAS, whenever the public necessity, convenience, general welfare or good zoning practices require, Council may by ordinance after receipt of a recommendation thereon from the Planning Commission and subject to procedures provided by law, amend, supplement, change or repeal the regulations, restrictions and boundaries or classification of property; and

WHEREAS, on January 22, 2024, the Planning and Zoning Staff formally requested an amendment to the Official Zoning Map for the City of Urbana pursuant to Chapter 1113.03 (a) of the Codified Ordinances of the City of Urbana (*See Exhibit A, attached hereto and incorporated herein*); and

WHEREAS on January 22, 2024, the City of Urbana Planning Commission recommended by a 5-0 vote to *approve* the application to rezone Parcels K48-25-11-02-11-009-00 AND K48-25-11-02-11-010-00 currently designated B-1 Service Business District to B-2 General Business District (*See Exhibit B, attached hereto and incorporated herein*); and

WHEREAS, Council held a public hearing pursuant to Chapter 1113.09 of the Codified Ordinances of the City of Urbana on Tuesday, March 5, 2024.

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

SECTION ONE: The recommendation of the Planning Commission to approve the application to rezone Parcels K48-25-11-02-11-009-00 AND K48-25-11-02-11-010-00 currently designated B-1 Service Business District to B-2 General Business District is hereby adopted.

SECTION TWO All actions of City Council and the Planning Commission related to this legislation were conducted in open meetings pursuant to Urbana Codified Ordinance 107.01 and Ohio Revised Code 121.22. City Council held a public hearing under Urbana Codified Ordinance 1113.09, with notice by publication pursuant to Urbana City Charter Section 2.16, on February 23, 2024.

SECTION THREE: This ordinance shall become effective at the earliest time provided by law.


President, City of Urbana Council

PASSED: _____

ATTEST: _____
Clerk of Council

This Ordinance approved by me this _____ day of _____, 2024.

Mayor, City of Urbana

REVIEWED:  2/14/24
Director of Law Date

Jumper: _____ Yay _____ Nay _____ N/A

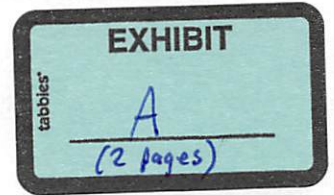
Scott: _____ Yay _____ Nay _____ N/A

Truelove: _____ Yay _____ Nay _____ N/A

Thackery: _____ Yay _____ Nay _____ N/A

Collier: _____ Yay _____ Nay _____ N/A

Bean: _____ Yay _____ Nay _____ N/A



STAFF REPORT

Project Case No.: PC-2024-04
Staff: Preston Carter – Zoning and Compliance Officer
Applicant: City of Urbana
Property Address: K48-25-11-02-11-009-00 & K48-25-11-02-11-010-00
Current Zoning: B-1 Urbana Township Zoning

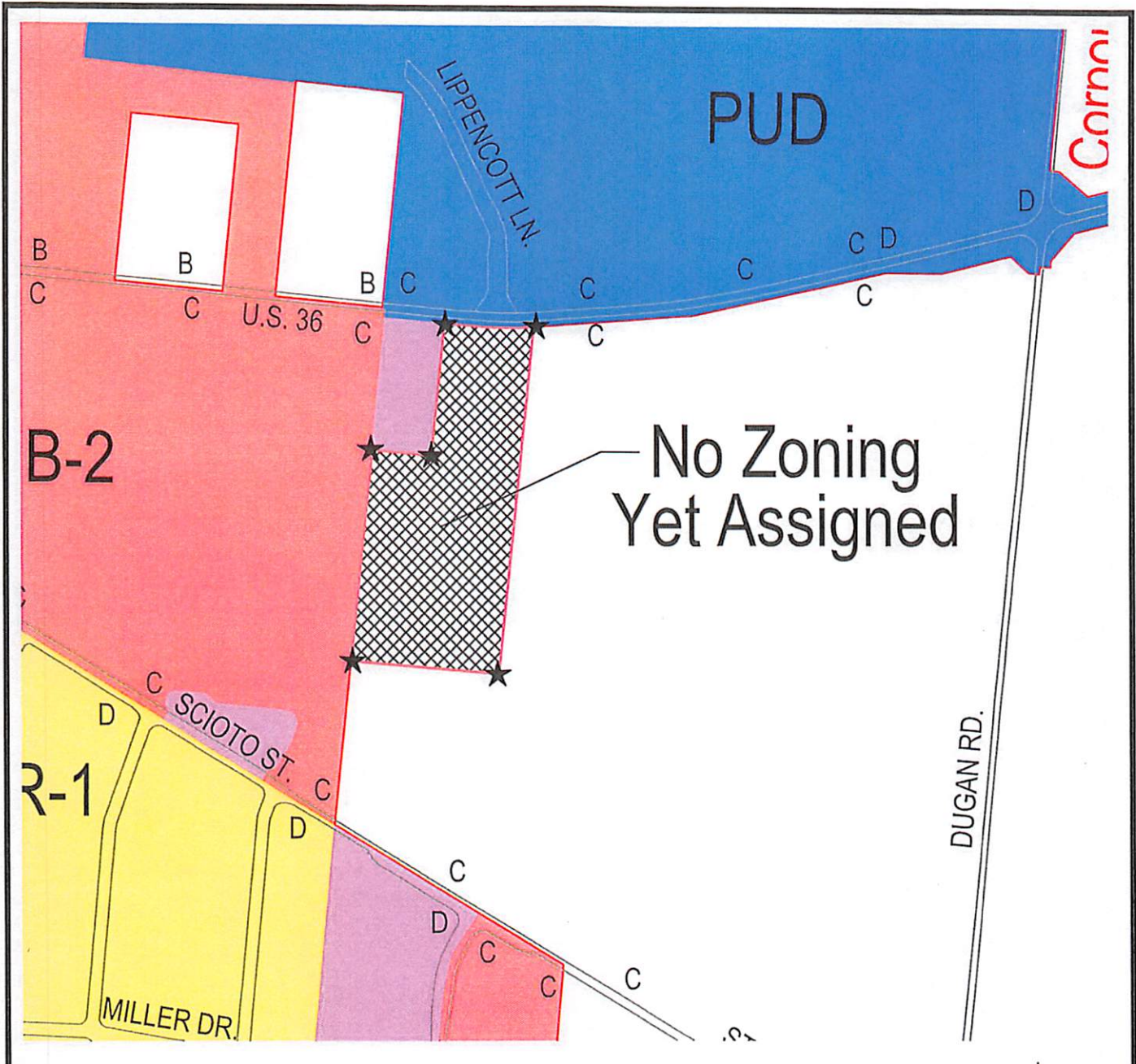
Request Summary:

Proposal to update the City of Urbana Official Zoning Map to establish city designated zoning classifications for two (2) recently annexed properties: K48-25-11-02-11-009-00 & K48-25-11-02-11-010-00.

Per the Urbana Township Zoning Map, these parcels have been designated as B-1 (Service Business District). City of Urbana staff has proposed that these annexed parcels be designated as B-2 General Business District on the city's Official Zoning Map.









Planning Commission Options:

The Planning Commission, by motion and vote, may approve the application as presented, approve the application with conditions, table the application for more information, or deny the application as presented.



 Proposed B-2



 R-1 LOW DENSITY RESIDENTIAL	 B-2 GENERAL BUSINESS	
 R-2 MEDIUM DENSITY RESIDENTIAL	 B-3 CENTRAL BUSINESS	
 R-3 HIGH DENSITY RESIDENTIAL	 M-1 MANUFACTURING	
 BR-1 BUSINESS RESIDENTIAL	 CITY CENTER HERITAGE OVERLAY DISTRICT	
ID:	DATE:	REVISION:

★
**U.S. 36 EAST
 REZONING (1711)**
 ZONING MAP
 PROPOSED CHANGE:
 B-1 (TWP) TO B-2
 ★

CITY OF URBANA
 DIVISION OF ENGINEERING
 205 S. Main Street • Urbana, Ohio 43078
 Fac: (937) 652-4305
 Phone: (937) 652-4324

TYLER L. BUMBALOUGH, P.E.
 CITY ENGINEER

**CITY OF URBANA
 PROPOSED ZONING MAP AMENDMENT**

FILE: G:\Engineering\Urbana Map\Zoning Map\Urbana Zoning Map.dwg
 10/16/2023

Exhibit A



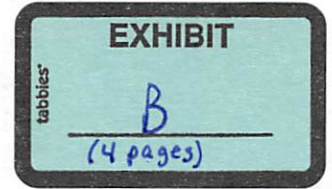
Planning Commission
January 22, 2024 Meeting Minutes

Attendance

Member(s) Present: Kerry Brugger; Bill Bean; Richard Kerns; Kimberly Gordon-Brooks; Jerome Armstrong

Member(s) Absent: Jennifer Dunham-Young; Tasha Abrams

Guests Present: None Present



Call to Order and Pledge of Allegiance

Action: Kerry Brugger lead the Pledge of Allegiance and called roll.

First Meeting of the Year - Organizational

Mr. Brugger opened the floor to receive nominations for the position of Board Chair.

Action: It was moved by Mr. Bean to nominate Mr. Brugger for the position of Chair
It was seconded by Ms. Gordon-Brooks

Discussion: Mr. Brugger Accepted

Vote:
5 (Yay) – 0 (Nay)
Motion Passed.

Reading of Rules of the Meeting

Action: Suspended

Prior Meeting Minutes (November 27, 2023)

Action: It was moved by Ms. Gordon-Brooks to accept the previous meeting minutes.
It was seconded by Mr. Kerns.

Discussion: None

Vote:
5 (Yay) – 0 (Nay)
Motion Passed.

Old Business – Application(s)

None



New Business – Application(s)

PC-2024-01 – Back to Eden Health & Wellness -518 Miami St. – Monument Sign

PC-2024-02 – Back to Eden Health & Wellness -518 Miami St. – Wall Sign

Action: Both applications were Administratively approved on December 21, 2023

PC-2024-03 – City of Urbana – International Property Maintenance Code

Application, Staff Comments/Recommendations:

Mr. Carter thanked the Board for approving PC-2023-11, adopting the International Property Maintenance Code (IPMC) as Chapter 1303 at their November 27, 2023 meeting. He explained the desire to add the following verbiage as another option under 1303.99 PENALTY:

3. Fines: After the expiration of any time allotted for compliance, for the filing of an appeal, or after an unsuccessful appeal, any continuing violation is subject to a fine of twenty-five dollars (\$25.00) per day, until the property comes into compliance. These fines may be collected by an action at law brought in the name of the City against the owner, occupant or person having charge or lawful possession of the premises on which the violation occurred, by certifying the costs to the County Auditor for placement on the real estate tax duplicate of the premises on which the violation occurred, and collection in the same manner as other taxes, or both, in the sole discretion of the Director of Administration or any officer designated by the Director of Administration on behalf of the City of Urbana.

Approval of this option by the Board will allow the City to have added control over enforcement of future violations, motivating individuals to come into compliance. Upon this Board's decision, Chapter 1303 shall be presented, in its entirety, to City Council during their regular session on February 20 (1st Reading) for their review and discussion.

Discussion:

Mr. Brugger confirmed the only change to the Ordinance is the addition of Item #3 *Fines* under 1303.99 PENALTY - **Mr. Carter** agreed; he then asked if there was a "cap" to the \$25 per day – **Mr. Carter** confirmed there was no "cap" to the per day fine; **Mr. Brugger** also asked, at what date will the fine begin – **Mr. Carter** explained, the fine will begin after the 10-day allotment to abate/remedy, therefore fines begin accruing on day 11. **Mr. Carter** then pointed out to the Board that infractions to the IPMC will be handled the same as typical zoning and nuisance violations: regarding notice; allotted time to abate/remedy; and opportunity to request an extension. **Mr. Bean** readily agreed to adding this extra option; no additional comments/questions from the Board were offered.

Action: It was moved by Ms. Gordon-Brooks to accept Application PC-2024-03 as presented. It was seconded by Mr. Armstrong.

Vote:

5 (Yay) – 0 (Nay)

Motion Passed.



PC-2024-04 – S & L Home Center Inc. – K48-25-11-02-11-009-00 & K48-25-11-02-11-010-00 – Zoning Map Update

Application, Staff Comments/Recommendations:

Mr. Carter thanked the Board for approving PC-2023-10 Zoning Map Update at their November 27, 2023 meeting, stating the allotted time to present to City Council expired due to various office closures during the holiday season; therefore, the application must be presented once again to the Planning Commission for review and approval, noting no alterations were made to the original application.

Discussion:

Mr. Brugger confirmed the handout received properly indicates the parcels as they appear – **Mr. Carter** confirmed. No additional questions or comments were offered.

Action: It was moved by Mr. Armstrong to accept Application PC-2024-04 as presented. It was seconded by Mr. Bean.

Vote:

5 (Yay) – 0 (Nay)
Motion Passed.

Miscellaneous

Required: Mr. Brugger opened the floor for nominations of the 2024 Planning Commission Housing Council Representative. **Mr. Bean** asked Mr. Kerns if he would be willing to represent the Planning Commission for another term on the Housing Council; **Mr. Kerns** agreed.

Action: It was moved by Mr. Bean to nominate Mr. Kerns for the position of Planning Commission Housing Council Representative. It was seconded by Ms. Gordon-Brooks

Vote:

5 (Yay) – 0 (Nay)
Motion Passed.

General Discussion: Several topics were presented, as “workshops” for the Board to entertain during their 2024 sessions; necessary Ordinance updates relating to the following topics:

1. Ch. 1137: Urbana Sign Code: Review for possible update(s); regarding material advances, technology improvements etc.; signage requirements to better fit “small business” operations; Review all references, i.e. 1110.05.
2. Definition/regulations pertaining to “Permitted Conditional Accessory Uses /Conditionally Permitted Accessory Uses”, as related to the use of shipping containers as an accessory building;
3. Ch. 1133: Off-street parking related to the definition of a “dustless surface” – are concrete and asphalt the only options; the required number of spaces required –etc.;
4. Vehicle Charging Stations, should the city provide, or is it a private business option; regulations and/or requirements needed, etc. (i.e. will it count as a required parking space, etc.);
5. Sidewalk installation – are the current requirements for all new builds relevant? Evaluate against historic BZA cases. Discuss w/Engineering as needed.
6. Review frequent issues that BZA is dealing with;



-
7. Encourage the growth of small business through sustainable updates to historic/outdated requirements; Perhaps arrange a group meeting with DRB, when necessary for downtown projects.

Adjournment

Action: It was moved by Mr. Bean to adjourn and seconded by Mr. Armstrong.

Vote:

5 (Yay) – 0 (Nay)

Motion Passed.

ORDINANCE NO. 4606-24

AN ORDINANCE TO AMEND SECTIONS 1339.99 and 1149.03 OF THE CODIFIED ORDINANCES (Three (3) readings required, public hearing required. Public Hearing Advertisement date: Friday March 8, 2024)

Department Requesting: Zoning

Sponsor: Councilwoman Audra Bean

WHEREAS, the Urbana City Council deems it necessary to make uniform the potential penalties for violations of the Nuisance Code, the Zoning Code and, if passed, the Property Maintenance Code; and

WHEREAS, it is necessary to amend these Sections to allow for said uniformity.

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

SECTION ONE: That Section 1339.99 of the Codified Ordinances is hereby amended as follows, with the stricken language to be removed, and the boldface language to be added:

“1339.99 PENALTY.

- ~~(a) Whoever violates Section 1339.02 (a) shall be guilty of a minor misdemeanor.~~
~~(b) Each day a violation occurs constitutes a separate offense.~~

A violation of Section 1339.02(a) is punishable by any or all of the following:

- 1. Criminal Penalties:** A first violation of Section 1339.02(a) is a minor misdemeanor, punishable by a fine of up to \$150.00, not including court costs. Any subsequent violations within one (1) year of the date of any conviction is a misdemeanor of the third degree. A third-degree misdemeanor is punishable by a fine of up to \$500.00, 60 days in jail, or both, not including court costs. In addition, any money spent by the City to remove unsafe or unsanitary conditions from a cited property may be added to the fine.
- 2. Civil Remedies:** The Director of Administration, on behalf of the City of Urbana, or any officer designated by the Director of Administration on behalf of the City of Urbana may file suit for injunction against any violation of Section 1339.02(a) or, if the violation has caused damages to the City of Urbana, file suit for a judgment for damages. Any other person, property owner, or occupant of a property who can show that he or she has suffered harm or whose property has suffered harm as a result of the violations of Section 1339.02(a) may also file suit for injunction or damages to the fullest extent provided by law.
- 3. Fines:** After the expiration of any time allotted for compliance, for the filing of an appeal, or after an unsuccessful appeal, any continuing violation is subject to a fine of twenty-five dollars (\$25.00) per day, until the violation comes into compliance. These fines may be collected by an action at law brought in the name of the City against the owner, occupant or person having charge or lawful possession of the premises on which the violation occurred, by certifying the costs to the County Auditor for placement on the real estate tax

duplicate of the premises on which the violation occurred, and collection in the same manner as other taxes, or both, in the sole discretion of the Director of Administration or any officer designated by the Director of Administration on behalf of the City of Urbana.”

SECTION TWO: That Section 1149.03 of the Codified Ordinances is hereby amended as follows, with the stricken language to be removed, and the boldface language to be added:

“1149.03 REMEDIES.

~~The following remedies shall apply to violations of the Zoning Code:~~

(a) Prohibitions.

No person shall fail or refuse to comply with an order issued by the Zoning Inspector. A separate offense shall be deemed committed each day upon which a violation occurs or continues.

No person shall construct, modify, alter, use or occupy any structure or land in violation of this Part. A separate offense shall be deemed committed each day upon which a violation occurs or continues.

(b) Penalties.

~~Whosoever violates this section is guilty of a minor misdemeanor for each offense.~~

~~If within one year of the date of the offense the offender has been convicted of or pleads guilty to another violation of Section 1149.02, the offender is guilty of a misdemeanor of the third degree.~~

(c) ~~Civil Remedies.~~ The City of Urbana, the Director of Administration on behalf of the City of Urbana or any officer designated by the Director of Administration on behalf of the City of Urbana may, in addition to the criminal remedies provided in this Zoning Code, file suit for injunction against any violation of this Part, or if the violation has caused damages to the City of Urbana for a judgement for damages. Any other person, property owner or occupant of property who can show that he or she has suffered harm or whose property has suffered harm as a result of violations of this Part may file suit for injunction or damages to the fullest extent provided by the law.

Any violation of the Zoning Code is punishable by any or all of the following:

1. **Criminal Penalties:** A first violation of the Zoning Code is a minor misdemeanor, punishable by a fine of up to \$150.00, not including court costs. Any subsequent violations within one (1) year of the date of any conviction is a misdemeanor of the third degree. A third-degree misdemeanor is punishable by a fine of up to \$500.00, 60 days in jail, or both, not including court costs. In addition, any money spent by the City to remove unsafe or unsanitary conditions from a cited property may be added to the fine.

2. **Civil Remedies:** The Director of Administration, on behalf of the City of Urbana, or any officer designated by the Director of Administration on behalf of the City of Urbana may file suit for injunction against any violation of the Zoning Code or, if the violation has caused damages to the City of Urbana, file suit for a judgment for damages. Any other person, property owner, or occupant of a property who can show that he or she has suffered harm or whose property has suffered harm as a result of the violations of the Zoning Code may also file suit for injunction or damages to the fullest extent provided by law.

3. **Fines:** After the expiration of any time allotted for compliance, for the filing of an appeal, or after an unsuccessful appeal, any continuing violation is subject to a fine of twenty-five dollars (\$25.00) per day, until the property comes into compliance. These fines

may be collected by an action at law brought in the name of the City against the owner, occupant or person having charge or lawful possession of the premises on which the violation occurred, by certifying the costs to the County Auditor for placement on the real estate tax duplicate of the premises on which the violation occurred, and collection in the same manner as other taxes, or both, in the sole discretion of the Director of Administration or any officer designated by the Director of Administration on behalf of the City of Urbana.”

SECTION THREE:

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 FOUR:

This ordinance shall become effective on April 16, 2024.

President, City of Urbana Council

PASSED: _____

ATTEST: _____
Clerk of Council

This Ordinance approved by me this ____ day of _____, 2024.

Mayor, City of Urbana

REVIEWED: *John W. P. Davis* 2/23/2024
Director of Law Date

Jumper: ____ Yay ____ Nay ____ N/A

Scott: ____ Yay ____ Nay ____ N/A

Truelove: ____ Yay ____ Nay ____ N/A

Thackery: ____ Yay ____ Nay ____ N/A

Collier: ____ Yay ____ Nay ____ N/A

Bean: ____ Yay ____ Nay ____ N/A



RESOLUTION NO. 2688-24

A RESOLUTION ACCEPTING THE REPORT OF THE TAX INCENTIVE REVIEW COUNCIL (TIRC) FROM THEIR MARCH 7, 2024 MEETING REGARDING THE STATUS OF THE ENTERPRISE ZONE AND COMMUNITY REINVESTMENT AREA AGREEMENTS AND TO ACCEPT THE RECOMMENDATIONS OF THE TIRC CONCERNING SAID AGREEMENTS, AND DECLARING AN EMERGENCY. (One (1) reading required, no public hearing required)

Department Requesting: Community Development Sponsor: Councilman Patrick Thackery

WHEREAS, the City of Urbana has designated areas as Enterprise Zone and Community Reinvestment Areas pursuant to Ohio Revised Code Sections 5709.61 through 5709.69, and Ohio Revised Code Sections 3735.65 through 3735.70; and

WHEREAS, the Ohio Enterprise Zone Act (the "Act"), under Ohio Revised Code Sections 5709.61 through 5709.69, authorizes counties, with the consent and agreement of affected municipalities and townships, to designate areas as Enterprise Zones and to execute agreements with certain enterprises for the purpose of establishing, expanding, renovating, or occupying facilities and hiring new employees and preserving jobs within said zones in exchange for specified local tax incentives; and

WHEREAS, the City Council of Urbana (the "City Council"), by Resolution, petitioned Champaign County (the "County") to designate the City as an "Enterprise Zone" pursuant to Chapter 5709 of the Ohio Revised Code ("ORC"); and

WHEREAS, the County Board of Commissioners, by Resolution recorded in Commissioners Journal Volume 48, page 12245, as adopted April 29, 1993, and amended by Resolution recorded in Commissioners Journal Volume 48, page 12739, as adopted on August 18, 1994, designated the City as an Enterprise Zone pursuant to ORC Sections 5709.61, et sec; and

WHEREAS, on May 11, 1993 the Director of Development of the State of Ohio determined that the aforementioned area designated in the April 29, 1993 Resolution contains the characteristics set forth in ORC Section 5709.61(A) and certified said area as an Enterprise Zone under ORC Chapter 5709; and

WHEREAS, the council (the "Council") of the City of Urbana, County of Champaign, State of Ohio (the "City") desires to pursue all reasonable and legitimate incentive measures to assist and encourage development in specific areas of the City that have not enjoyed reinvestment from remodeling or new construction; and

WHEREAS, Council passed Ordinance 4348 in 2010, establishing Urbana Community Reinvestment Area 1 ("Urbana CRA- Area 1"), designated as CRA #021-04356-01 by the State of Ohio Department of Development; and

WHEREAS, Council amended Ordinance 4348 (“Ordinance 4348 as Amended”) on February 22, 2011 to expand the geographic boundaries of Urbana CRA-Area 1, designated as CRA #021-79072-01; and

WHEREAS, Council further amended Ordinance 4348 (“Ordinance 4348 as Amended”) by adopting Ordinance 4574-22 on July 19, 2022; and

WHEREAS, under the terms of Ordinance 4348 as Amended and Ordinance 4574-22, remodeling and new construction projects within Urbana CRA-Area 1 may qualify for tax exemptions on the increase of assessed valuation of the improvements to real property for under the Community Reinvestment Area (“CRA”) Act, Ohio Revised Code (“O.R.C.”) Sections 3735.65 through 3735.70; and

WHEREAS, the purpose of the Enterprise Zone and Community Reinvestment Area programs is to provide the community with an effective tool for managing and guiding economic development by enhancing the tax base, by encouraging and sustaining long term investment in the community, by enhancing the quality of life, and by preserving existing and attracting new business investment within said areas; and

WHEREAS, the duly appointed Tax Incentive Review Council (TIRC) met on March 7, 2024, and reviewed the status of each active Enterprise Zone agreement and Community Reinvestment Area agreement and made certain recommendations concerning action to either continue, modify or terminate said agreements; and

WHEREAS, the City of Urbana is required under Ohio Revised Code Sections 5709.68 and 3735.672 to submit an annual report regarding the status of each Enterprise Zone agreement and applicable area-wide reporting required for the city’s Community Reinvestment Area(s), and the applicable recommendations of the TIRC, by March 31, 2024, to the Director of the Ohio Department of Development.

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

SECTION ONE:

The review and recommendations made by the TIRC on March 7, 2024, as summarized on the attached “Enterprise Zone & Community Reinvestment Area Summary Report” for the City of Urbana, be accepted and that this report, and all other information required by the State of Ohio, be forwarded to the Director of the Ohio Department of Development, and all other appropriate entities, as noted in Ohio Revised Code Sections 5709.68 and 3735.672.

SECTION TWO:

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 that all deliberations of the City Council and any decision-making bodies of the City of Urbana which resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Urbana, including Section 121.22 of the Ohio Revised Code.

SECTION THREE:

This Resolution is hereby declared to be an emergency measure, necessary for the preservation of the public welfare of the City of Urbana, and to ensure that the Resolution is effective ahead of certain deadlines for submission of Tax Incentive Review Council reports to the State of Ohio. This Resolution shall be effective immediately upon passage and signature.

President, City of Urbana Council

PASSED: _____

ATTEST: _____
Clerk of Council

This Resolution approved by me this ____ day of _____, 2024.

Mayor, City of Urbana

REVIEWED: *[Signature]* 3/13/2024
Director of Law Date

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

**ENTERPRISE ZONE & COMMUNITY REINVESTMENT AREA
TAX INCENTIVE REVIEW COUNCIL
SUMMARY REPORT**

TO: URBANA CITY COUNCIL MEMBERS
FROM: DOUG CRABILL; COMMUNITY DEVELOPMENT MANAGER,
CRA HOUSING OFFICER
SUBJECT: TAX INCENTIVE REVIEW COUNCIL RECOMMENDATIONS
DATE: 3/19/2024
CC: BILL BEAN, KERRY BRUGGER, CHRIS BOETTCHER

Intent of Memo & Recommendations

This memo provides Urbana City Council with the recommendations from the Tax Incentive Review Council (TIRC) from their recent meeting that was held on March 7, 2024.

The Tax Incentive Review Council (TIRC) meets annually to review the active Enterprise Zone Agreements and Community Reinvestment Area Agreements. Each of these agreements is different and each agreement is between the City and a respective company. Furthermore, any company receiving a property tax incentive from the City agreed to certain commitments, including real property investment, creation of jobs, and/or retention of jobs. As required by state law, the TIRC meets annually to ensure each company is fulfilling its obligations under these agreements.

At 9:00 AM on Thursday, March 7, 2024, the yearly TIRC meeting was held. The TIRC reviewed and evaluated the previous year’s activities—2022 Taxes Paid in 2023—and job creation/retention metrics as of December 31, 2023 to determine if the companies receiving tax incentives are fulfilling their obligations under their respective Enterprise Zone or Community Reinvestment Area agreements. Based on the findings of the Tax Incentive Review Council from their recent meeting, the TIRC recommends the following action of Urbana City Council:

Company Name	Investment Commitment	Job Commitment	TIRC Recommendation
Willow Run Realty LLC	Commitment: \$2,950,000 +/- 10% Real Actual: \$1,938,814 Real; \$302,586	Commitment: Create 33; Retain 154 Actual: Created 103; Retained 154	Expire – EZ (2022) 75% - 10 yrs \$5,800,765 created payroll (annual) Abated - \$401,960 (to date) Paid - \$133,990 (to date)
American Pan Co. Agreement # 246-11-01			
Memorial Health Urbana MOB LLC/Columbus Urbana LLC Agreement # 246-17-01	Commitment: \$9,900,000 Real Actual: \$9,900,000 Real	Commitment: Create 12; Retain 16 Actual: Created 43; Retained 16	Terminate – EZ (2027) *An affiliate of the hospital took ownership of the property on October 5, 2022. A hospital-based property tax exemption was approved by the Ohio

			<p>Department of Taxation on October 16, 2023, and the agreement was terminated by the Champaign County Commissioners with concurrence from the city in late 2023.</p> <p>75% - 10 yrs \$2,910,035 created payroll (annual) Abated - \$103,270 (to date) Paid - \$34,410 (to date)</p>
<p>Urbana Hotel LLC</p> <p>Cobblestone Hotel & Suites</p> <p>Agreement # 246-19-01</p>	<p>Commitment: \$5,750,000 Real</p> <p>Actual: \$5,810,975 Real</p>	<p>Commitment Create 12 Full-Time & Part-Time Job Opportunities</p> <p>Actual: Created 1 Full-Time and 14 Part-Time Jobs (15 Total Jobs)</p>	<p>Continue – EZ (2034)</p> <p>100% - 15 yrs \$341,794.36 created payroll (annual) Abated - \$170,600 (to date) Paid - \$0.00 (to date)</p>
<p>Phoenix BTS LLC and Navistar, Inc.</p> <p>CRA # 021-79072-01</p> <p>Agreement # 17-000</p>	<p>Commitment: \$28,000,000</p> <p>Actual: \$28,000,000</p>	<p>Commitment: Create 13; Retain 114 Transfer 27=154 Total</p> <p>Actual: Created 13; Retained 114=136 Full-Time Employees Employed</p> <p>Note: Lower than anticipated job retention/creation due to continuing supply chain issues and the UAW strike in 2023.</p>	<p>Continue – CRA (2027)</p> <p>100% - 10 yrs \$543,385.57 created payroll (annual)</p> <p>*50% share agreement Urbana City School Dist.</p> <p>Abated - \$1,141,690 (to date) Paid - \$0.00 (to date)</p>
<p>Weidmann Electrical Technology, Inc.</p> <p>CRA # 021-79072-01</p> <p>Agreement # 17-001</p>	<p>Commitment: \$2,665,000 +/- 10% Real Property/Machinery/Equipment</p> <p>Actual: \$2,635,855</p>	<p>Commitment Create 20; Retain 142</p> <p>Actual: Created 20; Retained 142; 191 Full-Time Employees Employed</p>	<p>Continue – CRA (2032)</p> <p>100% - 15 yrs</p> <p>\$964,454.00 created payroll (annual)</p> <p>*50% share agreement Urbana City School Dist.</p> <p>Abated - \$3,960 (to date) Paid - \$0.00 (to date)</p>
<p>The Ultra-Met Company (15,000 Square Foot Manufacturing Addition)</p>	<p>Commitment: \$4,700,000 +/- 10% Real Property/Inventory</p> <p>Actual: \$4,762,858.00</p>	<p>Commitment Create 15; Retain 125</p> <p>Actual: Retained 122</p> <p>Note: Lower than anticipated job retention/creation.</p>	<p>Continue – CRA (2035)</p> <p>75% - 15 yrs</p> <p>\$8,280,509.00 Annual payroll attributed to agreement.</p>

<p>CRA # 021-79072-01</p> <p>Agreement # 20-000</p>			<p>Abated - \$26,540 (to date) Paid - \$8,840 (to date)</p>
<p>The Ultra-Met Company (5,040 Square Foot Manufacturing Addition)</p> <p>CRA # 021-79072-01</p> <p>Agreement # 20-001</p>	<p>Commitment: \$8,335,000.00</p> <p>Actual: \$8,335,000.00</p>	<p>Commitment Create 10; Retain 102</p> <p>Actual: Created 20; Retained 102</p>	<p>Continue – CRA (2036) 75% - 15 yrs</p> <p>\$8,280,509.00 Annual payroll attributed to agreement.</p> <p>Abated - \$4,680 (to date) Paid - \$1,560 (to date)</p>