

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

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

Call to Order

Roll Call

Pledge of Allegiance

Approval of Minutes

Urbana City Council Regular Session Meeting Minutes of July 23, 2019.

Communications

1. Charter Review Meeting Minutes of July 17, 2019. (See attached)
2. City of Urbana Shade Tree Commission Minutes of June 13, 2019. (See attached)
3. Letter from Ohio Department of Public Safety regarding municipal vehicle license tax. (See attached)
4. Cemetery Board Meeting Minutes of March 21, 2019. (See attached)
5. Excerpt from North Central Ohio Solid Waste
6. District 2018 Landfill Disposal Annual Report. (See attached)
7. Division Activities Report April – June. (See attached)

Board of Control

Citizen Comments

Ordinances and Resolutions

First Reading

Resolution No. 2562-19

A Resolution to authorize the Director of Administration on behalf of the City of Urbana to enter into the amendment to the Purchase and Sale Agreement previously authorized by Council Resolution #2524-18, and declaring an emergency. (May be passed on first reading)

Ordinance No. 4511-19

An Ordinance to vacate the 12' wide alley bounded on the west by Ann Street (60' Right-Of-Way), with Lot 5 of William Wiley's Addition being on the north side of the alley and Lot 6 being on the south side of the alley, thence running east to west line of a 17' wide un-named street, also being on a line from the southeast corner of Lot 1 to the northeast corner of Lot 10. (Requires three readings)

Ordinance No. 4512-19

An Ordinance to vacate the 17' wide un-named street in William Wiley's Addition beginning at the south line of Miami Street, running north to south ending at the north line of the portion of Beech Street vacated per Deed Volume 221, Page 315. (Requires three readings)

Second Reading

Third Reading

Miscellaneous Business

Adjourn

**URBANA CITY COUNCIL
REGULAR SESSION MEETING
TUESDAY, JULY 23, 2019**

President Hess called the City of Urbana Regular Session Meeting to order at 6:00 p.m. City staff attending: Mayor Bill Bean, Director of Administration Kerry Brugger, Director of Finance Chris Boettcher, Director of Law Mark Feinstein, and Community Development Manager Doug Crabill.

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

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

Motion passed 7-0.

COMMUNICATIONS

1. Charter Review Meeting Minutes of June 19, 2019.

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

Motion passed 7-0.

ADMINISTRATIVE REPORTS – BOARD OF CONTROL

None

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

Mr. Paul inquired as to the disc golf purchase order for targets, and asked if these were replacement targets or additional targets. Ms. Boettcher advised they were new, purchased for the new 9-hole golf course.

CITIZEN COMMENTS

Steve Brune – 206 Scioto Street, spoke about the Lodging Tax and stated that he had spoken to the Urbana Township and was advised they have a motel within the township that has not paid their lodging tax and that they do not have any means of collecting it. He further stated that should the motel sell, they might be able to collect with a lien of some sort, but really doubted the collection. He also stated that he wished Council would re-think this issue for he feels the City would be paying more into the collection of the taxes than actually receiving them.

ORDINANCES AND RESOLUTIONS:

First Reading –

RESOLUTION NO. 2535-19

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

Mr. Crabill stated that Council saw this Resolution approximately a year ago. He further stated the application for the program is due August 8, 2019. He further explained that when the co-developers apply for a loan, they become eligible to pursue the grant. He said they would be asking for about \$500,000.00 this year. He also stated they recently received the Ohio Historic Tax Credit in the month of June. He further mentioned that there was a meeting later this week to discuss the project to utilize 51 units of senior housing. He also added the co-developers would be looking for other local support on the project as well.

Mr. Paul stated that basically speaking, the City waiving the \$500.00 fee, the co-developers get one point toward their application. Mr. Crabill affirmed.

President Hess inquired as to zoning fees and does the City have them. Mr. Crabill affirmed.

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

Resolution passes 7-0.

ORDINANCE NO. 4510-19

An Ordinance repealing 933.05 of the Urbana Codified Ordinance.

Mr. Feinstein stated that Council had previously had an oral motion to pass the repeal of the \$1.00 Compost Fee, the motion was tabled, brought back to the table and passed. He stated this Ordinance is just adds more clarity to the motion to repeal.

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

Mr. Paul moved to suspend the three reading rule. Mr. Thackery seconded.

President Hess called for a roll call for the suspension of the three reading rule: Mr. Paul, yes; Mr. Scott, no; Mr. Thackery, yes; Mr. McKee, yes; Mr. Piper, no; Mr. Fields, no; and Mr. Hoffman, yes.

Ordinance passes 4-3.

Second Reading –

None

Third Reading –

ORDINANCE NO. 4507-19

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

Mr. Crabill mentioned stated there was a strike through on the previously submitted Ordinance and Section three had nothing in it. He advised there was nothing different from the second reading in the content of the Ordinance. He also said there was nothing regarding enforcement capability in the initial legislation, but there is enforcement capability in this legislation.

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

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

Ordinance passes 6-0 with Mr. Thackery abstaining his vote.

MISCELLANEOUS BUSINESS/WORK SESSION

Mr. Thackery said that he attended the “Coffee with Council” and said there was great discussion going on with citizens regarding different subjects. He also mentioned the need to begin looking at parking for the downtown area.

Mr. McKee also stated he attended “Coffee with Council” and also found the event meaningful. He also stated that during this event he spoke with the Fire Chief, and he found the Department’s engagement with social media was outstanding.

Mr. Hoffman said that the Roundabout was looking great.

Mr. Paul had a question on the Charter Minutes and wanted to speak about the unfulfilled seat for a Council member. He asked Mr. Thackery what he exactly meant when he agreed with Mr. Al Evans on his view of leaving the position open for the remaining time of the term. Mr. Al Evans stated that it was discussed at the Charter Review Meeting to leave the position open until the next election, not the remainder of the term. Mr. Paul also said that it was mentioned in the Charter Minutes that members of Council should have some form of training, whether it be from the Ohio Municipal League or some other form of training. He said that he was all for this. Mr. Feinstein added that as he is the facilitator of the Charter Review Committee, there was no allegation from the Committee that Council was not trained, it was just an idea that training would be made mandatory rather than optional.

Mr. Brugger advised that the Roundabout was in Phase 3, Leg 2 of the project. He further stated there was a progress meeting scheduled for August 2, 2019. He further advised that it looks as the middle of August should be the beginning of the work on South Main Street. He added they were making good progress. He then gave an update on the approved application for the FAA Grant. He said the bids came in higher than expected. He advised they would be taking a year off and would restart in 2021.

President Hess spoke about social media and wondered who answered the question that were put on Facebook. He stated the answer submitted were good. He further spoke about the location of the next Council meeting and it was agreed upon that it would be held again, in the Training Room.

Mr. Fields moved to adjourn and Mr. Paul seconded. Voice vote on approval: all ayes, nays, one from Mr. Hoffman.

Motion passed 6-1.

ADJOURN AT 6:33 p.m.

NEXT SCHEDULED MEETING

August 6, 2019, at 6:00 p.m.

Council Clerk

Council President

CITY OF URBANA
CHARTER REVIEW COMMITTEE MEETING MINUTES
JULY 17, 2019

Committee members in attendance were Charles Moody, Stephanie Trulove, Michelle Heflin, Earl Evans, Amy Paul, Justin Weller, Cassie Cress, Audra Bean, and Kim Brooks.

Mr. Feinstein brought the meeting to order at 6:00 p.m. He spoke about the meeting schedule for the committee and offered the thought of scheduling Charter Review Meetings on the first and third Wednesdays of the month, which follows Council meetings schedule, the same being every first and third Tuesday. This schedule was agreed upon by everyone.

Mr. Feinstein then spoke about the agenda for the meeting. He began by reviewing Article 1, §1.01 Name and Boundaries. It was agreed upon that the City would remain being called the City of Urbana. He also spoke about §1.02 and asked that the Committee come back to this one, for it is the meat and bones of Article 1. He further went on to §1.03 Powers of the City, and it was agreed upon that this section to remain as it is. Next, §1.04 Manner of Exercise of Power was discussed. Mr. Feinstein addressed the Committee stating that if this section wanted to be changed, it would have to be put in the Charter. He further stated that as the powers are currently, it starts with the Charter, then Ordinance by Council, and then State Law, unless changed by Ordinance. It was agreed upon by all that the section remain as it currently reads. He continued with §1.05 Construction and Mr. Feinstein advised that this section was designed to interpret as liberally as possible the power the City has. Continuing on, §1.06 Intergovernmental Relations, which allows for/authorizes the City to work jointly with other entities. It was agreed that no changes should be made.

Mr. Feinstein then went back to discuss §1.02 Form of Government. Mr. Moody stated that this should remain how it is, and that it isn't broken. Ms. Kress questioned if anybody saw any reason to change it. Mrs. Heflin stated that following all of the interviews, it was her opinion that what is written is working. Mr. Weller stated that he felt it was a large change if it was to be changed but he felt it should be left the way it is. Mrs. Bean questioned why it couldn't read Mayor-Council? Mr. Feinstein stated that the Committee can recommend that change to the voters. It was all agreed upon that this should be a line item to change the wording to say Mayor-Council, rather than Mayor-Council-Administration. Ms. Cress added that it would clean up the document.

Mr. Feinstein continued on with Article II, §2.01 Council. Mrs. Bean stated she didn't feel that this should be changed. Ms. Cress said that she agreed with the number of Wards, and how they should be equally represented. Mrs. Bean stated that Council is partisan and Mr. Earl Evans asked how to make Council, which are elected positions, non-partisan? More discussion followed. Mrs. Paul said there was a lot of interest in Council when there is a vacancy, but not so much otherwise.

She further spoke about the topic of leaving a Council seat vacant, should there be one, until the next general election, to allow the position be voted on by the community, rather than Council appointing someone for the vacant seat. She also added that she didn't feel the same about a vacancy in the Mayor's role, and that this position should not be left empty. Mr. Feinstein stated that as things are currently, if there is a vacancy in the Mayor's position, the President of Council becomes the acting Mayor, and would hold that position for the remainder of the Mayor term. Further discussion was held. It was stated that it was a possibility that citizens may not know should there be a vacancy in the role of Mayor that the President of Council retains that role until the next election. Mrs. Paul added that people like being able to vote for their President of Council. Ms. Cress stated she liked the idea of the President of Council being able to vote. Mr. Weller added that two At Large could be removed from Council which would give the President the ability to vote, and each Ward would still have representation. Mr. Feinstein asked the Committee "What do we want our President of Council to be?" Mr. Earl Evans stated when he was President of Council, he was more of a mediator, and maybe it should be considered that Council organizes itself.

Mrs. Heflin stated that she felt comfortable with the term limits as they are now and that there should be seven Council members and one President. Mr. Moody said that should the President of Council be allowed to vote, there should be term limits for that position.

It was decided that the Committee would further discuss the power of the President of Council, term limits for the President of Council, vacancies, partisan/non-partisan positions, and any other issues under the "Council" topic, at the next meeting.

MEETING ADJOURNED – 7:10 p.m.

Next Meeting: August 7, 2019, at 6:00 p.m.

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

Thank You!!!!

TO THE BALLOT

The Committee decided to put on the ballot, Article 3, Section 3.05 Vacancy, to state in the event of a vacancy in the office of the Mayor, the president of Council shall succeed to the office of Mayor to serve until the next General Election.

City of Urbana Shade Tree Commission Minutes – June 13, 2019 at 7:00PM (151)

Roll Call and Introductions:

Present: Doug Crabill, Ward Lutz, Jim Lemon, and John Kussman

Absent: Colin Stein & Earl Cottrill

Guest: Kerry Brugger

Reading and Approval of Minutes (4/11/2019)

Jim Lemon made a motion to approve the meeting minutes from 4/11/2019 as prepared. Ward Lutz seconded the motion. All members in attendance voted (4-0) in favor of approving the minutes as prepared.

Old Business:

Possible Changes to Chapter 905 (Trees): Discussion continued in regards to making changes to Chapter 905 (Trees). Jim Lemon explained that the 10 foot rule from underground utilities is problematic in areas where Columbia Gas has run new gas mains under the sidewalks and parallel to the tree lawn areas. For example, large sections of Lincoln Place and Boyce Street could no longer be planted with trees if this rule was applied to this situation. Doug Crabill shared his thoughts about using columnar trees for smaller spaces vs. completely eliminating plantings in narrower tree lawns. In addition, there was broad discussion about placing tree regulations into ordinance form vs. board policy. Doug Crabill promised to email the latest draft of the revised ordinance to obtain written feedback from members in anticipation of the next meeting.

Tree & Stump Removal Update: Colin Stein and Kerry Brugger reported that a city contractor was working to complete additional tree and stump removals throughout the city this summer. In addition, they reported that some additional tree and stump removal work may be contracted out later this year at Oakdale Cemetery.

Maintenance and Trimming Projects: Doug Crabill asked for help in finishing the necessary tree trimming on East Water Street (Crabapples) as well as some general pruning and cleanup of trees in the commercial area of Scioto Street. He further stated that he hoped to be able to remove any dead bareroot trees during that same workday.

Memorial Tree Program Update: Jim Lemon and John Kussman reported that they had installed all of the Memorial Tree markers prior to the Memorial Day holiday. Ward Lutz offered to adjust the tree marker for the DAR tree that was planted at the Champaign County Historical Society last fall.

Karen Kerns Dresser-Tree Planting Update: Doug Crabill reported that one tree was damaged by a falling tree, and this damaged tree was replaced with a new bareroot tree.

Oakdale Cemetery-Arboretum Update: The application has been started and is currently in draft form. The completed application for ArbNet accreditation will be submitted by the fall of 2019.

Bare Root Tree Planting (Spring 2019): Jim Lemon noted that all of the bareroot trees had been planted and had leafed out. He also reported that there may be some mortality of previous year's plantings due to ice damage and cold winters.

Arbor Day 2019: Doug Crabill reported that he attended the Tree City USA Awards in Bexley. In addition, Doug Crabill reported that a tree planting ceremony will be held at the new PreK-8 school in observance of Arbor Day when school starts back up in the fall.

New Business:

Misc. Business: None.

Meeting adjourned. Motion to adjourn, Jim Lemon; John Kussman, second; all in favor.



**OHIO DEPARTMENT
OF PUBLIC SAFETY**
SAFETY • SERVICE • PROTECTION

- Bureau of Motor Vehicles
- Emergency Management Agency
- Emergency Medical Services
- Office of Criminal Justice Services
- Ohio Homeland Security
- Ohio Investigative Unit
- Ohio State Highway Patrol



Mike DeWine, Governor
Thomas J. Stickrath, Director
Charles L. Norman
Registrar

Bureau of Motor Vehicles
1970 West Broad Street
P.O. Box 16520
Columbus, Ohio 43216-6520
(614) 752-7600
www.bmv.ohio.gov

July 19, 2019

City of Urbana
Amy Deere, Clerk of Council
205 South Main Street
Urbana, OH 43078

Dear Ms. Deere:

This will acknowledge receipt of your Ordinance #4506-19 imposing a municipal vehicle license tax pursuant to Section 4504.173 of the Ohio Revised Code for the **City of Urbana, Champaign County**.

At this time the records on file at the Bureau of Motor Vehicles will be adjusted and this **\$5.00** additional local motor vehicle permissive tax will be collected for the **City of Urbana, Champaign County** with the beginning of the **2021** registration year. It is necessary you inform this office if a referendum has been filed or will be voted on in an upcoming election.

This additional tax will continue to be collected until notification of repeal or deletion is sent to the Bureau of Motor Vehicles. Please note any ordinance repealing the additional municipal vehicle license tax must be sent to the Bureau of Motor Vehicles prior to the July 1st deadline to be in effect for the following registration year.

If you have any questions regarding this information, please contact Tax Distribution at 614-752-7685.

Sincerely,

Leora Knight
Chief, Tax Distribution

LK:kdr

Mission Statement

"to save lives, reduce injuries and economic loss, to administer Ohio's motor vehicle laws and to preserve the safety and well being of all citizens with the most cost-effective and service-oriented methods available."

Oak Dale Cemetery Board
Board Meeting Minutes March 21, 2019 3:00pm

COPY

Board Members:

Present: Wayne Smith, Bill Edwards, Lynn Reich, Tonya Barrett, Jo Frasure

Others Present: Bob Jumper, Kerry Brugger

Wayne Smith called the meeting to order at 3:00pm.

Minutes were reviewed from the March meeting. Bill Edwards made a motion to approve the minutes. Lynn Reich seconded the motion and it was unanimously approved.

Committee Updates:

- Bill Edwards gave an update on Cemetery Tours with John Bry. We will need a total of 5 volunteers to help with parking and luminaries. In past years, John has conducted the tours while raising money for different groups such as CCPA and the Soroptimist Club. Those groups had arranged lodging, meals and gas for him. The Board agreed we should do the same again this year as he is not charging for his services. The Board agreed to do the tour on Saturday October 19th at 4pm. Jo Frasure voiced a concern regarding those with hearing impairments. The Board decided anyone who has trouble hearing should stand as close to the speaker as possible. There will not be any audio enhancement available. Bill also informed the Board John is willing to help with getting the Cemetery designation on the National Registry.
- Lynn Reich told the Board she sent an email to Pa's with suggestions of flowers to be planted in the Cemetery which are drought and deer resistant. Bob Jumper stated he had also talked with Pam about the flowers. Pam told Bob she will be using zest soap in the soil to use as a deterrent to the deer.
- The Board talked about the Historical Grants. Grant applications are due earlier in the year so we have missed the chance to receive funding for this year. Later in the year we need to reach out to Robert Pollack to get more information.

Bob Jumper gave some updates to the Board. There were 15 burials, spring clean-up is completed, and seasonal help has returned, 16 new trees have been planted, he has 2 new mowers and mini excavator. McGuire Farms have poured 19 foundations. Urbana University Wrestling team helped clean up the Old Veteran's Section. Memorial Day Service will be on Monday May 27th at 10:30am.

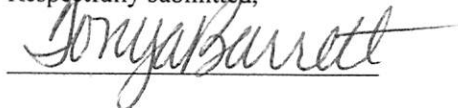
Kerry Brugger gave some updated to the Board-Cemetery Trust Income \$9,037.52, Mausoleum Trust \$19,750.59, Cemetery Trust Principal \$88,381.62 and Cemetery Improvement Fund \$2000. There is a \$2000 donation in memory of Jack Neer. In the fall a tree will be planted in his memory and a card will be sent to the family. Kerry Brugger also discussed sewer plans with the Board and gave a photo of the proposed layout.

The Board discussed the need to replace alternate Nora McCain who no longer wishes to be on the Board.

Motion made by Lynn Reich to adjourn the meeting. The motion was seconded by Wayne Smith and it was unanimously approved.

Meeting adjourned at 3:45 pm Next meeting will be July 18, 2019 at the Cemetery Office.

Respectfully submitted,



Tonya Barrett

NORTH CENTRAL OHIO

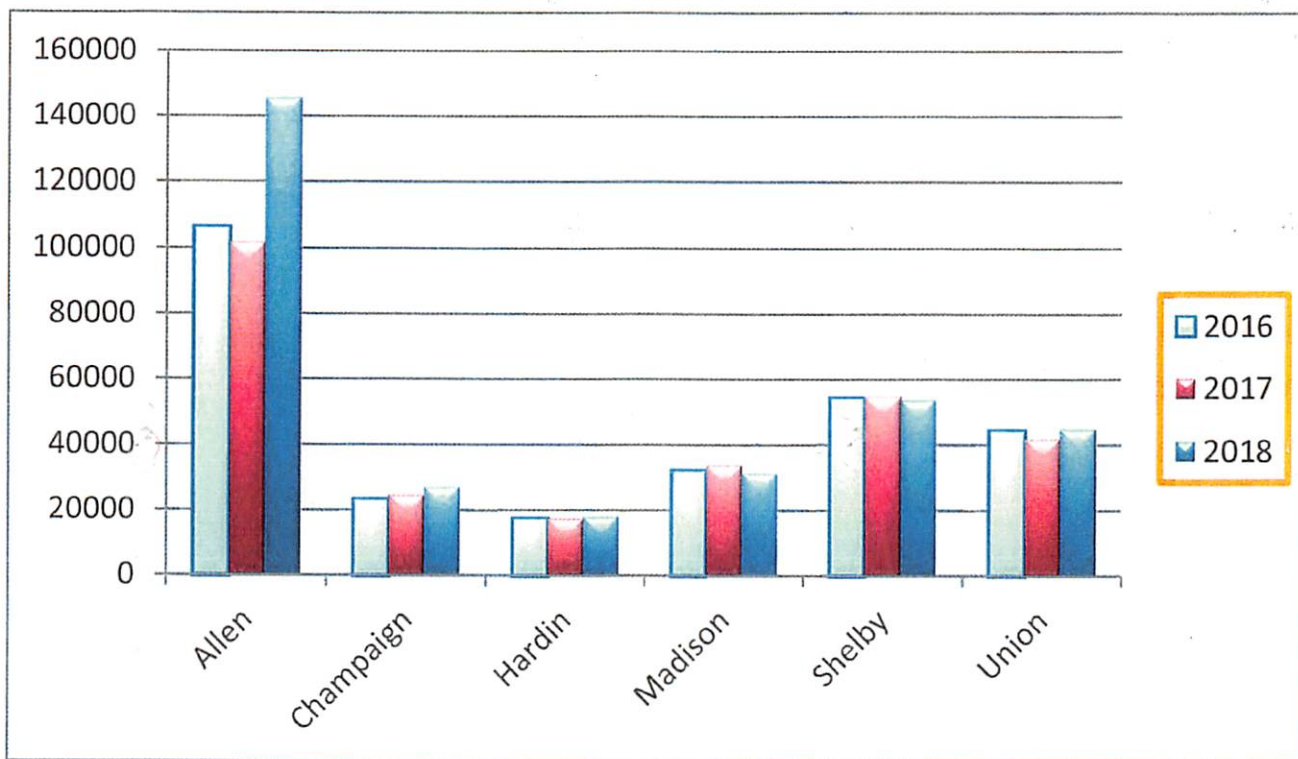
Solid Waste District

2018

LANDFILL DISPOSAL

ANNUAL REPORT

DISTRICT TONNAGE -- THREE-YEAR COMPARISON			
COUNTY	2016	2017	2018
Allen	106348	101831	145695
Champaign	23166	24565	26998
Hardin	17428	17345	17932
Madison	32104	33866	31354
Shelby	54189	54643	53564
Union	44387	41849	44844
TOTALS	277622	274099	320387



**NORTH CENTRAL OHIO
Solid Waste District**

2018 Landfill Disposal Report

CHAMPAIGN COUNTY

<u>DISPOSAL FACILITY</u>	<u>LOCATION</u>	<u>2018 TONNAGE</u>
Delaware Co. TS	Delaware County	35.72
Cherokee Run LF	Logan County	16,603.66
Miami Co TS	Miami County	66.26
Montgomery Co So TF	Montgomery County	3,966.22
Rumpke - Greenville	Darke County	1,895.90
Rumpke - Cincinnati	Hamilton County	79.37
Stony Hollow LF	Montgomery County	1,995.07
Franklin Co. LF	Franklin County	1.81
Fairborn TS	Greene County	<u>2,354.08</u>
TOTAL TONNAGE		26,998.09

FACILITY	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	TOTAL 2018
Fayette Co LF	80.24	87.52	92.50	72.83	333.09
Delaware TS	381.74	494.06	559.01	583.47	2018.28
Hancock Co LF	2468.34	3151.36	2596.76	2377.69	10594.15
Hardin Co TF	2304.01	3066.17	2834.83	2621.28	10826.29
Sunny Farms LF	3.50	19.52	0.00	0.21	23.23
Celina LF	843.65	1092.77	1485.45	2798.02	6219.89
Cherokee Run LF	17613.96	27198.80	20672.95	18893.61	84379.32
Marion Co SWF	183.02	259.27	265.14	162.70	870.13
Miami Co TF	143.97	127.39	70.30	59.55	401.21
Montgomery Co So TF	1207.88	1160.98	1286.58	1126.03	4781.47
Rumpke-Greenville	2868.95	3013.98	2707.49	1880.91	10471.33
Rumpke-Circleville	1887.54	2338.85	2205.41	2293.70	8725.50
Rumpke-Cincinnati	1152.98	817.65	583.23	838.24	3392.10
Shelby Co TF	2379.69	3332.19	3159.21	2652.20	11523.29
Lima TF	4389.30	4425.64	4829.62	5569.82	19214.38
Evergreen R&D LF	11.51	223.49	17.12	0.00	252.12
Reynolds Ave TF	1156.26	1548.80	881.08	745.53	4331.67
Suburban So R&D LF	317.00	83.57	46.51	39.82	486.90
Stony Hollow LF	1009.83	1161.57	1708.69	2053.49	5933.58
Wyandot LF	8801.28	25228.59	11841.57	9984.20	55855.64
Canal Winchester TF	1149.74	1382.54	1420.87	1364.58	5317.73
Pine Grove LF	32.31	48.93	75.81	93.63	250.68
Maharg Inc	15.00	17.62	16.14	15.00	63.76
Columbus T&R	2390.22	3047.66	3055.77	3028.57	11522.22
Franklin Co LF	917.10	982.69	1010.40	1571.74	4481.93
Mound Rd TS	37.83	42.21	45.85	26.80	152.69
Athens-Hocking	0.00	0.00	4.72	0.00	4.72
Wright Refuse-ACR TS	8992.00	11301.00	11774.00	11102.00	43169.00
Noble Rd LF	63.61	89.10	125.88	275.90	554.49
Local Waste Services	607.78	878.26	699.03	632.22	2817.29
Pike Sanitation LF	1484.18	1469.98	1458.42	1466.60	5879.18
Defiance Co LF	363.87	750.81	858.56	1072.94	3046.18
American LF	0.00	48.98	84.44	0.00	133.42
Rumpke-Mansfield	0.00	4.85	0.00	0.00	4.85
Fairborn TS	942.78	998.91	412.39	0.00	2354.08
Wood Co. LF	0.00	0.00	0.00	0.75	0.75
TOTAL TONNAGE	66201.07	99895.71	78885.73	75404.03	320386.54

TO Mayor Bill Bean and Members of Urbana City Council

FROM Staff

SUBJECT Division Activities Report
April - June

DATE: July 23, 2019

FIRE DIVISION

April Highlights

April 1: Participated in secondary trauma workgroup
April 9: Touch a truck at 1st Pryspreterian
April 12: Guest reader at the school
April 15: Chief Asper retired
April 17: Presented emergency operations procedures at Safety Council
April 20: Trench rescue with county engineer
April 24: I Team
April 25: Fit test all personnel for SCBA mask
Touch a Truck at Honeywell
April 26: Reading at the school
Meeting with fair personnel to update the emergency operations plan

May Highlights

May 1: Division wide protocol testing
May 2-5: Cancer prevention class
May 3: Meeting with fair members to discuss daily EMS/Fire operations
Reading at the school
May 4: 52 Applicants tested for the firefighter/medic position
May 9: Preplanned Monument Square construction
May 10: Reading at the school
Present for ORBIS business announcement
May 15: Presented safety course at Urbana University
May 18: Participated in Countywide rescue taskforce training
May 21-22: 150 Kindergarten tour
May 24: Helped Airport with First Responder Day
May 28: Assisted Dayton Fire with a tanker (tender)
May 29: Reading with school

June Highlights

June 6: Dean Edwards retirement
June 8: Physical agility testing
June 11: Emergency communications update with City Administration
Emergency operations plan review with county officials
June 14: Touch base with Mercy on community paramedicine
June 15: Physical agility testing
June 19-21: Training at City Pool
June 20: Participated in Safety Town
June 21: All vehicle pumps tested
June 26: 911 operations meeting on dispatch upgrades
June 27: Participated in Safety Town
June 28: Walk across Champaign organization meeting
CIT Stakeholders meeting

Over 2,000 hours of logged training in the quarter
18.5 Hours logged of in house maintenance
711 EMS runs for the quarter
99 Fire runs for the quarter
34 Motor vehicle accidents for the quarter
144 times two runs in progress for the quarter
27 times three runs in progress for the quarter

FINANCE

SECOND-QUARTER SNAPSHOT OF DIVISION BUDGETS & YTD EXPENSES

2019 Department Operating Budgets & YTD Expenses

Department	2019 Budget	YTD 06/30/19 Expenses	Budget %
CITY COUNCIL	\$92,390	\$44,675	48%
CODE ENFORCEMENT	\$203,330	\$149,831	74%
ENGINEERING	\$228,095	\$108,894	48%
FINANCE-ACCOUNTING	\$250,156	\$126,447	51%
FINANCE-INCOME TAX	\$100,890	\$48,190	48%
FINANCE-UTILITY BILLING	\$133,890	\$63,792	48%
FIRE	\$2,720,070	\$1,464,654	54%
LAW DEPARTMENT	\$204,015	\$119,275	58%
MAYOR/ADMINISTRATION	\$289,320	\$145,722	50%
MISC-NON-DEPARTMENTAL	\$452,275	\$255,401	56%
MULCH/COMPOST	\$24,125	\$9,502	39%
MUNICIPAL COURT	\$712,225	\$367,490	52%
PARKS/RECREATION/POOL	\$280,705	\$123,238	44%
POLICE	\$2,213,530	\$1,113,433	50%
PUBLIC WORKS & PROPERTY	\$153,320	\$91,921	60%
AIRPORT	\$373,310	\$118,688	32%
STREET	\$708,690	\$408,171	58%
OAKDALE CEMETERY	\$150,295	\$82,468	55%
WATER	\$2,558,855	\$1,189,227	46%
SEWER	\$3,727,755	\$1,784,565	48%
STORMWATER - OPERATING	\$81,000	\$20,523	25%
STORMWATER - CAPITAL	\$192,000	\$16,729	9%
	\$15,850,241	\$7,852,834	50%

Fund Number	Fund Name	2019 Expected Revenue	2019 Revenue	Expected Revenue %
100	General	\$6,607,150	\$3,556,701	54%
200	Airport	\$382,165	\$139,332	36%
205	Street	\$709,000	\$298,381	42%
215	Cemetery	\$155,500	\$33,375	21%
275	P & F Tax Levy	\$1,370,250	\$831,753	61%
401	Capital Improvement	\$1,268,250	\$678,866	54%
402	P & F Tax - Cap Imp	\$456,750	\$233,438	51%
605	Water	\$2,440,300	\$1,133,751	46%
610	Sewer	\$3,766,500	\$1,818,926	48%
620	Stormwater - Oper	\$81,000	\$42,101	52%
625	Stormwater - Cap Imp	\$189,000	\$98,212	52%
	TOTAL	\$17,425,865	\$8,864,836	51%

COMMUNITY DEVELOPMENT

- Flaherty and Collins, developer of the proposed senior residential redevelopment of the Douglas Inn, South Elementary, and North Elementary, received notification in late June that their project was awarded state historic tax credits through the highly competitive Ohio Historic Preservation Tax Credit Program. The project known as Legacy Place was awarded up to \$1,315,118 in state historic tax credits. All local project partners continue to meet frequently with the developers in order to get this project to a financial closing that will allow for construction to begin.
- Continued to serve as the city's liaison for demolition and remediation efforts being undertaken at the Q3 JMC site by contractors of the city's development partner, True Inspection Services. Remediation activities at the site were fully completed in June, and a project team meeting was held to determine a timeline for preparation and submittal of the no further action (NFA) letters (one for the west side and one for the east side). The NFA letters will be submitted by late 2019 in anticipation of submitting these letters prior to planned VAP program rule changes.
- Continued to participate in several local planning efforts, including the Champaign County Roadway Safety Plan, Champaign County Comprehensive Plan, and the Champaign County Hazard Mitigation Plan.
- Continued to participate in local meetings of the Champaign County Public Transportation Coordination Planning Committee. Facilitated further conversations with Clark County TCC, Champaign Transit System (CTS), and Springfield City Area Transit (SCAT) to develop a transfer point in Springfield between the two public transportation systems. This transfer point was formally established in June of 2019, and this transfer point is the bus shelter at the corner of South Kensington Place and North High School Place near the Clark County Combined Health District and Springfield High School. This location is located on the SCAT Orange Line which runs an hourly route through the northeast side of Springfield. This route and all SCAT routes originate in downtown Springfield at the Market Square Bus Center and circulate throughout the city.
- Helped to establish and promote "Try the Transit Month" in Urbana and Champaign County during the month of June. During this promotion, thirty-five new riders utilized Champaign Transit System. These new passengers ranged in age from 2 to 86, and these trips originated in Urbana, St. Paris, North Lewisburg, and Mechanicsburg. Destinations included medical appointments, work locations, and shopping.
- ODOT's consultant conducted a safety study of the existing bike trail crossings on Miami Street at the Depot and on North Main Street at the railroad crossing, and this study recommended short-term and long-term countermeasures for these crossing locations. Staff will continue to work with ODOT to finalize the study and to secure potential project funding. This study was provided by ODOT's Safety Program at no cost to the city.
- The Phase 2 Water Main Replacement Program was placed on the eligible project list by Ohio EPA, DEFA for the next round of loan funding as a result of the nomination form and related documentation that was submitted back in March. This approximately \$2.5 million project would replace water mains on Washington Avenue from North Main Street to North Jefferson Avenue and on Scioto Street from Jefferson Avenue to Ames Avenue, including Ames Avenue, Finch Street, and Crescent Drive. Further project development work for the Phase 2 Water Main Replacement Program is underway.
- Prepared and submitted grant applications to ODOT's Transportation Alternatives Program and Small Cities Program to improve South High Street from Miami Street (US 36) to Lewis B. Moore Drive (SR 55). These grant applications were submitted in an attempt to secure funding for the improvements that were recommended by a corridor study. These proposed improvements include drainage, pedestrian, and bicycle improvements within this corridor. Other funding sources/upcoming grant applications include the Ohio Public Works Commission in a future program year.
- Continued work on the South Main Street Corridor Plan with assistance from Burton Planning Services with a draft plan anticipated to be released in August of 2019 with a public meeting and a public comment period to follow.
- Drafted and introduced a lodging tax with sponsorship by Councilman Patrick Thackery to replace the existing 3% lodging tax that was originally enacted in May of 2000. The previous lodging tax will be replaced with a lodging tax that is codified within the Codified Ordinances of the city. In addition, the city will take over collection of its 3% lodging tax vs. continued collection of this tax by the Champaign County Auditor. Furthermore, the replacement lodging tax broadens the types of transient stays that are subject to the tax. A total of 50% of the proceeds of the lodging tax will be remitted to the Champaign County Chamber and Visitors' Bureau as required by Ohio Revised Code.

- Assisted with contract administration and public information efforts for the Monument Square Roundabout Project.
- Drafted and introduced legislation for a new \$5.00 vehicle permissive tax that was passed by Urbana City Council for all vehicles registered with the Ohio Bureau of Vehicles within the corporation limits of the City of Urbana. This new, city specific \$5.00 permissive tax fee will generate approximately \$57,195.00 per year for road maintenance and improvement citywide.

CEMETERY

Total Burials:	28
Including Saturday (a.m.):	4
Saturday (p.m.):	1
Total Graves Sold:	1
(Including)	
Shepherd Mausoleum:	1 (Niche)
Shepherd Mausoleum:	0 (Crypt)
Legacy Mausoleum:	1 (Niche)
Legacy Mausoleum:	1 (Crypt)
Misc. Sales:	7(Vases)

Notes: Shrub removal; chapel carpet & windows cleaned; entrance fence repaired

AIRPORT

- Attended and represented Grimes Field at Ohio Aviation Association Annual Conference and was named 2019 Ohio Airport Manager of the Year.
- Continued coordination between the Federal Aviation Administration, the Ohio Department of Transportation, Stantec Engineering and Grimes for construction of new T-Hangars. Construction resumed, estimating completion July-August 2019.
- Champaign Aviation Museum continues construction of their addition, estimating completion July 2019.
- Mad River Air Flight School, Charter Service and Maintenance entered into partnership with Edison Community College of Piqua to train future Professional Pilots at Grimes beginning fall 2019.
- Supported Walter & Lewis Funeral Home holding First Responder's Appreciation Day at the airport. This year's funds raised supported the Urbana Fire Department, next year a different Champaign County organization will be selected as recipient.
- Hosted the D-Day Doll May 12th and 13th. Weather prevented giving ride flights, but was a great presence on the field.
- Hosted Mid America Flight Museum of Texas's C-47 'Sky King' for D-Day. She made flights over The National Museum of the United States Air Force during ceremonies held there for D-Day.

2019 Events Still to Come

- August 17th & 18th, MERFI (Mid Eastern Regional Fly-In) Wings & Wheels, one of the longest running fly-ins in the United States. Pancake Breakfast, Safety Seminars, Parade of Flight, Car Show, Helicopter Rides, Bi-Plane Rides.
- October 4th & 5th, Champaign County Hot Air Balloon Festival, A Hot-Air Affair – this year we are increasing the number of balloons participating and hoping to have Tethered Balloon Rides.

ENGINEERING

- State Route 54 (South Jefferson Avenue/Patrick Avenue) was paved at the end of fall, 2018. ODOT and the City of Urbana are working to bring the contractor (A&B Asphalt) back to fix substantial segregation and smoothness issues present within the top course of asphalt before final striping. A&B Asphalt is supposed to be in by the end of July to fix the pavement.
- Only four owners chose to have their sidewalks, curbs and gutters repaired by the City contractor. The City's contractor, Strawser Paving Company, has already completed the marked concrete replacements for those four owners and additionally has complete curb ramp and alley approach installations along S. Kenton Street and other miscellaneous work. Strawser Paving's final contract value was \$38,276.18 of which \$13,835.80 will ultimately be billed to property owners and assessed if necessary.
- The Hill Street Improvements and 2019 Asphalt Program have been awarded to J & J Schlaegel, Inc. The project includes a new storm system on Hill Street and brand new sidewalks, curbs and gutters the full length of the street. Afterwards, the contractor will repair portions of the roadway, mill the surface and repave, including S. Kenton Street from Hill Street to E. Market St. The Water Reclamation Facility driveway will also receive its second phase of asphalt. The total bid cost for these improvements was \$548,851.78, to be paid from a combination of Capital, Stormwater and Sewer.
- The 2018 Asphalt Program, partially carried over from last year, will commence at the same time as the Hill Street Improvements and 2019 Asphalt Program: August 5th or after.
- Engineering has been working on design for the Powell Avenue to Bon Air Drive Sanitary Sewer Extension Project, which will bid in late 2019. As part of the project, coordination with CT Communications, ODOT and the Champaign County Engineer's Office has been paramount. CT Communications is being paid to move lines along the western side of S.R. 54 to make room for the City's new sewer main. They benefit by reducing to only one fiber line from the existing dual copper lines they currently have in place. ODOT and Champaign County both have to allow use of their right-of-way for this project to proceed. A lot of surveying, including soil test borings, has been done of late.
- Improvements to the roundabout and one block in each direction began in May. R.B. Jergens was awarded the project at a price of \$1,808,913.09. The project has proceeded through its first two phases (center island and north leg) and is onto the third (east leg). Dealing with unknowns underground has been the biggest hurdle, including the discovery of the old interurban rail system's concrete-encased, wooden rail ties still intact along North Main and around the Monument. True Inspection Services continues to provide construction inspection while I function as the CPE (Construction Project Engineer) and Kerry Brugger functions as the PRC (Person in Responsible Charge). The City personnel act as primary decision makers and invoice/change order approval authorities in accordance with the state process. This is taking much more time than anticipated because of the complexity of the project. Clay Miller, engineer technician, has been taking as-built GPS shots on the new water main and services as the job progresses.
- Columbia Gas honored the request to extend their project to Hill Street and further north up South Kenton Street. Their gas installations have been substantially complete as of early July and restorations by C & S Concrete are well underway. Clay Miller has been working with the restoration crew, marking and inspecting their work as they go.
- The City will present our case for funding the S. High Street Improvements Project on 7/26/19 to ODOT's Small Cities Program award committee. The project looks to install sidewalks, curbs, gutters, bicycle friendly treatments, storm line improvements and traffic calming features through the entire S. High Street corridor. In order for this to work, we will need to obtain three different grants (ODOT TAP, ODOT Small Cities and OPWC) to make it financially feasible.
- The County's two-year cycle for CDBG program funding came around again for application in late-April. This time, the City was the only applicant for the money in Champaign County and stands to receive approximately \$136,000 for a curb, gutter, ADA ramp and paving project along Freeman Avenue next year. The total project cost (whole length of Freeman) is estimated to be \$216,000.
- 2019 Unit Price Concrete Work was awarded to McGuire Farm and Excavating for this year. This is the first year for this contractor to participate in the program.
- The Phase 2 Water WSRLA project has a final plan deadline of 11/13/19. Engineering has not had time to start the design so the scope will likely be reduced to the most critical location of the two originally scheduled, the Scioto Street area. The work will cover water main and service replacements on at least

portions of Scioto Street, Finch Street, Crescent Drive and Ames Avenue. Washington Avenue will be delayed until in-house design times allows.

- Engineering technician Clay Miller's duties this quarter have revolved around right-of-way inspections, project monitoring (N. Oakland Street Curbs and Walks Phase 3 and 2019 Sidewalk, Curb and Gutter Program), the finalization of an ADA self-evaluation and transition plan, and the use of the new GPS/GIS system for utility locations and project base mapping.
- Thirty-three (33) right-of-way permits and one (1) lot split approval were issued during this quarter. The large volume of right-of-way permits had a lot to do with the sidewalk, curb and gutter program.
- The City has had to post three bridges this year for load restrictions. Two of these (Muzzy and W. Market) should not be a concern since they are only posted for emergency vehicle restrictions, necessitated by a new federal rule. This does not speak to their overall condition which remains good. The third bridge (W. Court – newly added to the inventory and inspection program) is of concern; it has been posted for 45% legal load.

PARKS AND RECREATION DIVISION

- Assembled and trained a seasonal work staff of 5 additional employees; kicked-off the season of grounds and building maintenance throughout the city park system.
- Completed "over-seeding" at Fido's Field entry gate for upcoming season.
- Removed 2 damaged basketball posts from Gwynne Street Park; installed a replacement/reconditioned post and goal.
- Completed installation of **Little Free Library Project** which included new locations at Melvin Miller Park and Gwynne Street Park; this was done in collaboration with participants in the 2019 Leadership Campaign County Community Development Program.
- Prepared and maintained 12 baseball and softball fields for another season of recreation and travel baseball/softball games and practice for youth and adults.
- Prepared grounds and facility for the 2019 Wendell B. Stokes Municipal Pool season.
- Throughout the 2nd quarter Parks and Recreation Division completed 55 nuisance work orders
- Goose population has noticeably decreased; Ohio Department of Natural Resources in collaboration with Stalk and Awe Geese Management Services continue to work on discouraging the "comfort level" of the geese at Melvin Miller Park.

STREET DIVISION

- The Street Sweeper collected 135 tons of debris during the 2nd quarter.
- 8-10 catch basins were repaired.
- Perdue Tree Service was awarded the quote to remove city trees (listed by the Tree Commission) defined to be in poor to hazardous condition; removal slated for completion by late August.
- Street sign replacement in "Quadrant" 3 is 85% complete.
- Continue to assist all departments with repairs, nuisance, and equipment needs

LAW OFFICE

City Council Meetings/Work Sessions

In the 2nd Quarter, the Law Director attended regular City Council Meetings and Work Sessions, to provide guidance on procedure and to answer any legal questions that may arise. He also availed himself to all members of Administration and Council for legal advice and representation as pertains to any matter involving the discharge of their duties and responsibilities as representatives of the City of Urbana, Ohio, and as to any matters which arise during those meetings.

Ordinances and Resolutions

In the 2nd Quarter, the Law Director has reviewed and approved several piece of Legislation for presentation to Council, and has advised Council as to the appropriate procedure for enacting same.

Charter Review Committee

The Charter Review Committee continued its work. In the 2nd Quarter, several City officials and Council members were interviewed by the committee. The Law Director and his Executive Legal Secretary, Amy Deere, have organized and facilitated the meetings of the Committee, and shall so continue to facilitate these meetings. As of the end of the 2nd Quarter, the Committee completed its personnel interviews and was preparing to begin the review itself.

Code Enforcement

Planning and Zoning, Administration, and the Law Director work hand-in-hand to assure that all provisions of the Urbana Codified Ordinances, and specifically, those provisions pertaining to nuisances and zoning violations, are being adequately enforced. Throughout the 2nd Quarter of 2019, the Law Director orchestrating the filing of 26 Nuisance and/or Zoning Violation cases, filed in the Champaign County Municipal Court as minor misdemeanor offenses. Each of these cases resolved in abatement.

Contract/Legal Document Review/Modification

Numerous City projects requiring complex legal documentation and process including, but not limited to, the roundabout project. Bidding contracts, construction and remediation projects, interaction with the Townships and Champaign County, issues involving the Historical society, Community Development, and so forth were brought forth. Each involves the office of the Law Director, some merely for review, others for more detailed participation.

Easements, Appropriations, and Other Civil Matters

The Law Director represents the City in matters of easements, appropriations, takings, and/or civil cases. He also appeared in Court for multiple suits regarding unpaid utility bills.

Municipal Court Prosecutor

The fundamental responsibility of the Municipal Court Prosecutor is to represent the State of Ohio, the City of Urbana, and/or the Villages in Champaign County, in the Champaign County Municipal Court, for all misdemeanors and for any felony cases filed in that Court.

Cases Prosecuted

In the 2nd Quarter of 2019, the Prosecutor's office processed 1129 cases, included the aforementioned 26 nuisance/zoning cases. This includes all matters, whether resolved by admission, plea, at pretrial, at a trial to the Bench, or by Jury Trial.

Case Reviews

In addition to prosecuting cases, the Municipal Court Prosecutor reviewed numerous "Prosecution Packets", which contain fact patterns and evidence gathered by law enforcement, to determine whether it would or would not be appropriate to file any charges in a particular case. Generally, the Prosecutor is approached to review cases which require analysis of complex legal application of the law to the facts. They may also involve other issues, such as mental and/or physical impairment of suspects, and how diminished capacity might affect charges.

Victim Advocacy

Through the Municipal Court Prosecutor's Victim's Advocate program, 119 victims of crime were provided guidance and services in the 2nd quarter of 2019. The vast majority of these were either victims of assault or domestic violence.

Diversion

7 Defendants were accepted into the Municipal Court's Diversion Program during the 2nd quarter of 2019. 6 successfully completed the Program, and 7 currently remain in the program.

POLICE DIVISION

April Highlights

- April - Officers completed annual qualifications with their duty handguns.
- April 15-26: Officers Logan Dunn and Sam Harris attended specialized traffic crash investigation training at the Ohio State Patrol Academy.
- April 24: Officer Keith Hurst completed his 12-week Field Training program with us and was assigned to a regular patrol assignment working the 0600 – 1400 hour shift.
- April 24: Sgt. Jason Kizer and SRO AJ Ervin assisted a group of 10 Urbana Junior High students in their student outreach day. The team of officers and students worked at the UPD Safety Town (located in Melvin Miller Park) sprucing up the area and buildings as we near the upcoming Safety Town programs in June.
- April 27: participated in a Drug Take Back event at our Kroger store where our Property Officer, Kerrie Kimpel and Sgt. Chris Snyder, partnered with the staff from the Kroger pharmacy, collecting 57 pounds of old and unused medications. We turn what we collect over to the DEA for disposal purposes.
- April 27 - the Fraternal Order of Police in partnership with Judge Weithman's family and the Urbana High School National Honor Society put on our annual Easter Egg Hunt for Urbana youngsters.

May Highlights

- May 6: The Urbana Police Division was responsible for 8 of the 11 cases presented by area law enforcement agencies to the May Champaign County Grand Jury, resulting in 23 of the 32 Criminal Indictments that were returned.
- May 16 - Sgt. Snyder graduated from the 2018-19 Leadership Champaign County program.

June Highlights

- June: Officers completed their annual qualifications with the cruiser carried shotguns.
- June 3: The Urbana Police Division was responsible for 18 of the 29 cases presented by area law enforcement agencies to the January Champaign County Grand Jury, resulting in 74 of the 103 Criminal Indictments that were returned.
- June 6: Several UPD officers served a drug related search warrant at 423 Buckeye Street, recovering numerous items of drug crimes evidence, several firearms and some money. This case led to multiple indictments of two individuals for drug related crimes.
- June 14: Several UPD officers served a drug related search warrant at 300 E. Powell Avenue, recovering numerous items of drug crime evidence. This case led to multiple indictments of two individuals for drug related crimes.
- June 17-28: Sgt. Kizer and Ofc. Ervin completed two Safety Town classes, graduating 12 students from week #1 and 16 students from week #2.
- June 19: A traffic stop led to the recovery of over 580 grams of marijuana and drug related items from an individual, who was then indicted by the July Champaign County Grand Jury on numerous drug related charges including trafficking in drugs.
- June 24: UPD officers Casey Evans, Luke Hiltbran, Josh Jacobs and Matt Lingrell ran in the Law Enforcement Special Olympics Torch Run along with other Champaign County law enforcement representatives. The UPD team raised \$300.00 for the cause.
- June 28: Our newest officer, Chris Bourque graduated his 22-week Basic Police Training from the Ohio State highway Patrol Academy. After he completes an in-house 12-week Field Training Program with the UPD, he'll be assigned to a regular patrol shift.

SEWER MAINTENANCE DIVISION

- Sewer Maintenance recorded 8 backup calls; 1 dig; 1,781 OUPS tickets; and 14 hydro excavations in the 2nd quarter of 2019.
- Staff continues to perform sewer lateral camera inspections free of charge to city residents. We have recorded 20 camera inspections for residents.
- Continue maintenance of the collection system and pump stations.
- Monitor and maintain the blower system at the closed landfill, perform maintenance as necessary; staff continues to monitor/record gas readings every Wednesday.
- Continue the process to clean and camera the 3rd Ward sanitary mains; upon completion, staff will start on the 4th Ward.
- Preparing to start the manhole replacement program; ordering supplies and new equipment, expecting equipment arrival by mid-late summer.
- Completed 2nd quarter grease trap inspections in early June.

WATER RECLAMATION FACILITY

- The WFCF operated 396 consecutive days with no NPDES permit violations.
- The WPCF operated for 108 consecutive days without a lost-time accident.
- The Plant treated 283 MG wastewater in the 2nd quarter of 2019.
- The Septage Receiving Facility accepted 1,514,029 gallons of domestic septic tank waste in the 2nd quarter of 2019. This is an increase of 5% compared to 2nd quarter of 2018.
- The Plant recorded 18.1" of precipitation in the 2nd quarter of 2019. This is a surplus of 5.23" compared to the 2nd quarter of 2018 and a 5.83" surplus compared to the 30-year average.
- During the 2nd Quarter 2019, RG Trucking hauled 341 wet tons of bio-solids to Cherokee Run Landfill and 128 wet tons for land application. Land Application efforts have been limited this year due to abnormally high precipitation totals.
- Disinfection season began May 1st, 2019. The WRF is required to disinfect effluent wastewater from May 1st to October 31st of each year.
- Construction modifications to accommodate the new screw press are complete and the new screw press was set on May 10. Piping and valves are in place with start-up of the press scheduled for early August. This is a 180 day project that includes modifications to the primary clarifier, new pumps in the digester building and new submersible pumps for secondary sludge pumping. The new Screw Press replaces our 27-year old Belt Filter Press that has extended its useful life.

WATER DIVISION

Flow information:

April– 55.7232 Million Gallons
1.8574 Million Gallons Average Daily Flow

May – 55.7946 Million Gallons
1.7998 Million Gallons Average Daily Flow

June – 53.2364 Million Gallons
1.7745 Million Gallons Average Daily Flow

Total for the Quarter -164.7542 Million Gallons (Down 8.3986 Million Gallons from 1st Quarter 2019)
(All water treatment plants and distribution system are EPA compliant)

Revenue & Expense

As of 03/29/2019

Budget Amount \$2,572,194.19
Month to Date Expense \$229,674.50
Year to Date Expense \$1,189,227.33
Encumbered Balance \$483,269.74
Unencumbered Balance \$899,697.12

Water Department Personal completed the following for the First quarter:

- 3 hydrants repaired/replaced
- 1781 OUPS tickets were called in and located for the quarter (up 821 Tickets)
- 3 water Main Breaks
- 8 Service Line Repair/Replace
- Repaired Actuators at the 29 WTP
- Raised Antenna at Taft for better SCADA reception
- UCMR 4 EPA Sampling complete
- Long time leak at Park & Kenton repaired
- New Pressure relief Valve on well 10 at 29 WTP
- All Moldy pipes removed at OTP WTP by Honeywell
- Dehumidifiers installed at OTP WTP by Honeywell
- Round-a-bout project started

Note: These are highlights and do not reflect day to day accomplishments

Projects that we are working on:

- Valve Exercising
- Hydrant Repair /Replace
- Locating all water Valves and Customer service valves (GPS/GIS Program)
- Water meter repair/replacement
- Asset Management Project
- Round-a-bout assistance to the contractor
- Assisting with Landfill Closure

Upcoming Projects:

- Booster Pump Station pump replacement
- Painting East Tower
- Security cameras at OTP
- Lead and Copper sampling

ZONING & COMPLIANCE

- One of the department's primary functions is to issue permits for all new development in the City of Urbana. In Q2 2019, the department issued 54 zoning permits (3-Sign, 24-Fence, 4-Principal Structure, 17-Accessory Structure, and 6-Temporary Sign, resulting in more than \$500,000 in local investment (\$40,000-Commercial, \$509,836-Residential)
- The increased enforcement volume trend continued in Quarter 2 of 2019 where there were 236 nuisance cases opened (+34% from 2018), 91 cases closed (+28%), 210 letters sent (+42%), 577 inspections completed (+29%) and 16 matters forwarded to the Law Director for abatement (1 in Q2 2018)
- Similarly to nuisance violations, zoning violation enforcement continued to trend upward. In Q2 2019, there were 18 zoning violation cases opened (+115% from 2018), 28 cases closed (+633%), 11 letters sent (+261%), and 16 inspections completed (+257%).
- Like every other year, a lot of time is spent in the second quarter dealing with tall grass violations. In Q2 2019, our department opened 131 cases for tall grass, and 57 work orders were given to the Parks Department for abatement.
- As spring turns to summer, we tend to see a surge in activity and development. As a result, call volume spiked significantly. In Quarter 2 of 2019, the department received or made 929 phone calls compared to 408 in the same period of 2018 (127% increase).
- The Zoning & Compliance Department began implementation of the city's Vacant Building Registration ordinance. In Q2 2019, 77 courtesy letters were sent to vacant building owners, 54 registration requirement letters were sent, 16 vacant building registrations have been processed, and 73 vacant building-related phone calls were fielded.
- The department has representatives serving on the Monument Square District (MSD), the Champaign County Visitors Bureau (CVB), and the Logan-Union-Champaign (LUC) Regional Planning Commission
 - Adam Moore, Zoning Officer, serves as the Monument Square Districts treasurer. In Q2 2019, the MSD held their annual four-miler event at Melvin Miller Park and are preparing for the yearly Art Affair on the Square event in mid-July.
 - Adam Moore also serves on The Champaign County Visitors Bureau. In addition, he serves on the CVB Marketing subcommittee, who has been working diligently on a new travel guide.
 - Adam Moore serves on the LUC Executive Committee. In Q2 2019, he reviewed multiple zoning text changes and one parcel amendment application.
- The department continues to work closely with Marcia Bailey, Champaign County Economic Partnership Director, to assist and direct developers and business owners in the City of Urbana. We work closely to identify potential development barriers and find solutions to development issues to ensure that dollars are being invested back into our City as opposed to elsewhere outside the County. In Q2 2019, we have worked closely with the Urbana Hotel, LLC group, the UltraMet Company, and the Champaign County Senior Citizens Center.
- The department continues to participate in the development of both the LUC Champaign County Comprehensive Plan and the South Main St. Corridor Study.
- The department is also participating in the Champaign County Housing Needs Study commissioned by Marcial Bailey and the Champaign County Commissioners. Adam Moore is serving on both the advisory and steering committee for this project.
- The Zoning & Compliance Department is responsible for facilitating the Planning Commission, Design Review Board, Board of Nuisance Appeals, and Board of Zoning Appeals meetings. Our work consists of accepting applications, producing staff reports, transcribing previous meeting minutes, and compiling and distributing meeting packets.
 - Planning Commission – 0 Applications in Q2 2019
 - Design Review Board – 8 Applications in Q2 2019
 - Board of Zoning Appeals – 12 Applications in Q2 2019
 - Board of Nuisance Appeals – 0 Applications in Q2 2019

Resolution # 2562-19

A RESOLUTION TO AUTHORIZE THE DIRECTOR OF ADMINISTRATION ON BEHALF OF THE CITY OF URBANA TO ENTER INTO THE AMENDMENT TO THE PURCHASE AND SALE AGREEMENT PREVIOUSLY AUTHORIZED BY COUNCIL RESOLUTION #2524-18, AND DECLARING AN EMERGENCY.

WHEREAS, the Board of Education ("School Board") of the Urbana City School District ("School District") is the owner of certain real property located at or near 626 N. Russell Street, Urbana, Ohio (tax parcel numbers K48-25-00-04-04-025-00; K48-25-00-04-04-026-00; K48-25-00-04-04-028-00), containing approximately 3.0 acres and commonly known as the former North Elementary School, inclusive of the building ("North Building") and certain real property located at or near 725 S. Main Street, Urbana, Ohio (tax parcel number K48-25-00-02-25-011-00), containing approximately 2.0 acres and commonly known as the former South Elementary School, inclusive of the building ("South Building") and other improvements located thereon (collectively, the "South Property"); and

WHEREAS, the North Property and the South Property are no longer needed for school purposes, and the School District has no present or probable future need for the North or South Properties (collectively, the "Properties"); and

WHEREAS, no community schools, college-preparatory boarding schools or STEM schools are located within the School District and therefore it is not required for the Properties to be offered to any governing authority of any such entity pursuant to Ohio Revised Code ("O.R.C.") Sections 3313.41, 3313.411, 3313.412 or 3313.413; and

WHEREAS, pursuant to O.R.C. Section 3313.41(C), the School Board may sell the Properties directly to any subdivision as defined in O.R.C. 5705.01 without conducting a public auction; and

WHEREAS, the City of Urbana ("the City") desires to purchase the Properties from the School Board so they can be subsequently be developed for economic development purposes by a third party; and

WHEREAS, the Community Improvement Corporation of Champaign County (also known as the Champaign Economic Partnership or the "CEP") is a duly organized Ohio not-for-profit corporation formed pursuant to Chapter 1724 of the Ohio Revised Code (the "Act"); and

WHEREAS, the City has previously entered into an agreement with the CEP, as authorized by the Act, to permit the CEP to sell or to lease any lands or interests in lands owned by the City that are determined by the City to be no longer required for its purposes, for uses determined by the City as those that will promote the welfare of the people of the City, stabilize the economy, provide employment, and assist in the development of industrial, commercial, distribution, and research activities to the benefit of the people of the City and provide additional opportunities for their gainful employment (collectively, the "Objectives"); and

WHEREAS, the City has determined that the Properties are surplus and not needed for City purposes; and

WHEREAS, to further the Objectives, the City previously entered into an agency agreement with the CEP to authorize it to negotiate the sale of the Properties from the City (the "Seller") to Flaherty & Collins Development, LLC (the "Buyer"); and

WHEREAS, on or about February 12, 2018, Seller and Buyer entered into a Purchase and Sale Agreement (the "Agreement" and previously referred to as Exhibit C Purchase and Sale Agreement), pursuant to which Seller agreed to sell and Buyer agreed to purchase the Properties from Seller; and

WHEREAS, all of the parties involved in this sale have negotiated material changes to the Purchase and Sale Agreement and the Buyer and Seller desire to amend the Agreement to address certain matters contemplated by the Agreement and set forth within the Amendment to the Purchase and Sale Agreement attached to this resolution and further referred to as Exhibit D; and

WHEREAS, the School Board and the Seller entered into a Purchase and Sale Agreement dated February 8, 2018 whereby the School Board agreed to convey the Properties to Seller in order that Seller can convey them to Buyer (the "School Board PA"); and

WHEREAS, the School Board and the Seller entered into that one certain Agency Agreement Regarding Sale of Surplus Properties dated February 8, 2018 with CEP (the "Agency Agreement"), whereby CEP is acting as agent for the Seller in connection with the sale of the Properties; and

WHEREAS, the School Board and CEP are required to consent to this Amendment and acknowledge the terms outlined within the Amendment in order to deem the School Board PA and the Agency Agreement amended.

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

Section 1: The Council of the City of Urbana (the "Council") hereby authorizes the Director of Administration on behalf of the City of Urbana to enter into the Amendment to the Purchase and Sale Agreement attached to this resolution and further referred to as Exhibit D.

Section 2: The Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of this Council, and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Section 121.22 of the Revised Code.

Section 3: This Resolution is hereby declared an emergency to ensure timely participation in the proposed revitalization project. It is necessary to do so to protect the public welfare. The

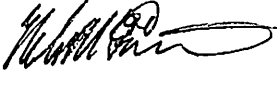
requirement for three (3) readings is suspended, and this resolution is hereby placed on the floor for possible damage. It shall take effect and be in force upon passage.

Passed: _____ Council President
 Attest: _____

Council Clerk

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

 Mayor

Department requesting: Community Development		Personnel: D. Crabill	Director of Law review
Expenditure? Y (N)	Emergency? (Y) N	Public Hearing? Y (N)	
Readings required: (1) 2 3		If yes, dates advertised:	
First reading date: 8/6/2019	Second reading date:	Third/Final reading date:	

Anticipated Effective Date: 8/6/2019

AMENDMENT TO
PURCHASE AND SALE AGREEMENT (EXHIBIT D)

THIS AMENDMENT TO PURCHASE AND SALE AGREEMENT (this "Amendment"), dated effective as of the ____ of August, 2019, is made by and among the City of Urbana, a political subdivision of the State of Ohio ("Seller"), and Flaherty & Collins Development, LLC, an Indiana limited liability company ("Buyer"). This Amendment is being consented to by The Board of Education of the Urbana City School District (the "School Board") and the Community Improvement Corporation of Champaign County, an Ohio non-for-profit corporation (also known as the Champaign Economic Partnership and hereafter referred to as the "CEP"); the CEP is acting hereunder as the agent of the City of Urbana, Ohio, a political subdivision of the State of Ohio (the "City"), for the purposes provided herein.

STATEMENT OF BACKGROUND

WHEREAS, on or about February 12, 2018, Seller and Buyer entered into that certain Purchase and Sale Agreement (the "Agreement"), pursuant to which Seller agreed to sell and Buyer agreed to purchase the Properties (as defined in Exhibit C Purchase and Sale Agreement) from Seller;

WHEREAS, Buyer and Seller desire to amend the Agreement to address certain matters contemplated by the Agreement as set forth hereunder;

WHEREAS, the School Board and the Seller entered into a Purchase and Sale Agreement dated February 8, 2018 whereby the School Board agreed to convey the Properties to Seller in order that Seller can convey them to Buyer (the "School Board PA");

WHEREAS, the School Board and the Seller entered into that one certain Agency Agreement Regarding Sale of Surplus Properties dated February 8, 2018 with CEP (the "Agency Agreement"), whereby CEP is acting as agent for the Seller in connection with the sale of the Properties; and

WHEREAS, the School Board and CEP are consenting to this Amendment to acknowledge the terms hereof and that the School Board PA and the Agency Agreement are deemed amended to conform to the terms hereof.

AGREEMENT

NOW, THEREFORE, in consideration of these premises and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and the mutual undertakings hereinafter contained, the parties do hereby agree as follows:

1. Section 2 of the Agreement is deleted in its entirety and replaced with the following: **PURCHASE PRICE**. The purchase price for the Properties (the "Purchase Price") shall be Zero and 00/100 Dollars (\$0.00). The transfer of the Properties shall be considered a donation. At closing, to the extent the Earnest Deposit (as set forth in

Section 3 of the Agreement) is not used for payment of Buyer's costs and expenses of closing, it shall be returned to Buyer.

2. Section 4 of the Agreement is amended to provide that the closing shall be on or before April 30, 2020, as selected by Buyer.
3. Seller affirms that Buyer is not in violation or default of any provision of the Agreement. Seller further affirms that no event has occurred which, with the passage of time, the giving of notice or both, would be a violation or a default under the Agreement.
4. The School Board and CEP acknowledge and consent to this Amendment and deem that the School Board PA and the Agency Agreement are amended to conform to the terms hereof.
5. This Amendment shall be binding upon and inure to the benefit of the parties hereto, and their respective successors in interest and assigns.
6. This Amendment may be executed in counterparts which, when combined, shall constitute one instrument. The electronic or facsimile transmission of a signed counterpart of this Amendment shall be binding upon the party whose signature is contained on the transmitted copy.
7. The Agreement remains in full force and effect, except as modified by this Amendment.

[Signature Page Follows]

IN WITNESS WHEREOF, the parties hereto have executed and delivered this Amendment as of the date first above written.

SELLER:

CITY OF URBANA

By: _____

BUYER:

FLAHERTY & COLLINS DEVELOPMENT, LLC

By: _____

ACNOWLEDGED AND CONSENTED TO:

SCHOOL BOARD:

BOARD OF EDUCATION OF THE URBANA
CITY SCHOOL DISTRICT

By: _____
_____ , _____

CEP:

COMMUNITY IMPROVEMENT
CORPORATION OF CHAMPAIGN COUNTY

By: _____
_____ , _____

Ordinance 4511-19

AN ORDINANCE TO VACATE THE 12' WIDE ALLEY BOUNDED ON THE WEST BY ANN STREET (60' RIGHT-OF-WAY), WITH LOT 5 OF WILLIAM WILEY'S ADDITION BEING ON THE NORTH SIDE OF THE ALLEY AND LOT 6 BEING ON THE SOUTH SIDE OF THE ALLEY, THENCE RUNNING EAST TO WEST LINE OF A 17' WIDE UN-NAMED STREET, ALSO BEING ON A LINE FROM THE SOUTHEAST CORNER OF LOT 1 TO THE NORTHEAST CORNER OF LOT 10.

WHEREAS, on July 22, 2019, the City of Urbana petitioned to vacate all of the 12' wide alley as described in Exhibits A-C; and

WHEREAS, the 12' wide Alley is located between parcels owned by the petitioner and the West Central Ohio Port Authority; and

WHEREAS, on July 22, 2019, the City of Urbana Planning Commission recommended by a 7-0 vote, that City Council approve the request to vacate the 12' Alley; and

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

SECTION ONE:

The Alley Vacation Map describing the proposed vacation is attached and labeled as "Exhibit A."

SECTION TWO:

The William Wiley's Addition to the Town of Urbana Plat Map section showing the 12' wide alley is attached and labeled as "Exhibit B."

SECTION THREE:

The Alley Vacation description, as prepared by surveyor William Edwards, is attached labeled as "Exhibit C."

SECTION FOUR:

The City Council finds that there is good cause for such vacation as requested and such vacation will not be detrimental to the general interests of the citizens of the City of Urbana.

SECTION FIVE:

The 12' wide Alley is hereby vacated subject to easement preservation terms as outlined in Ohio Revised Section 723.041

SECTION SIX:

The transmission of the City of Urbana Planning Commission's recommendation prepared by the Zoning & Compliance Officer, Adam Moore, is attached and labeled as "Exhibit D."

SECTION SEVEN:

The Clerk of Council is instructed to endorse upon such plat the action of this Council in vacating such portion of street and alleys and cause the said plat to be recorded in the office of the Recorder of Champaign County, Ohio.

SECTION EIGHT:

The Clerk of Council is directed to notify the Auditor of Champaign County, Ohio of this vacation by sending the Auditor a copy of this Ordinance.

SECTION NINE:

This Ordinance shall become effective at the earliest time provided by law.

President, City of Urbana Council


PASSED: _____, of _____, 2019

EFFECTIVE: _____, of _____, 2019

ATTEST: _____
Clerk of Council

This Ordinance approved by me this _____ day of _____, 2019.

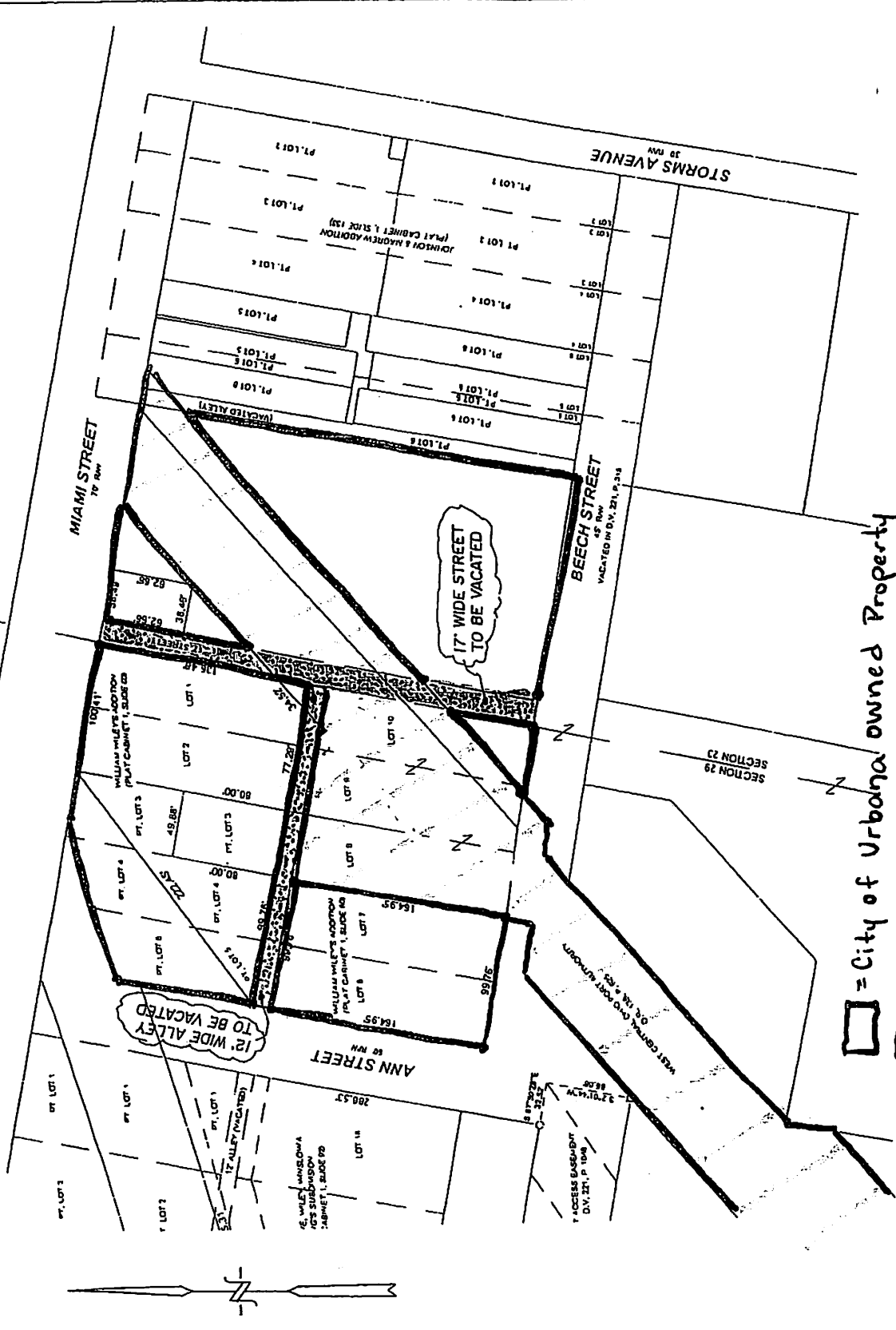
Mayor, City of Urbana

Department requesting: Department of Zoning & Compliance		Personnel: A. Moore	Director of Law review 
Expenditure? Y (N)	Emergency? Y (N)	Public Hearing? (Y) N	
Readings required: 1 2 (3)		If yes, dates advertised: August 20, 2019	
First reading date: August 6, 2019	Second reading date: August 20, 2019	Third/Final reading date: September 3, 2019	

Anticipated effective date if approved: ~~June 20, 2019~~
September 3, 2019

EXHIBIT A

ALLEY & STREET VACATION MAP






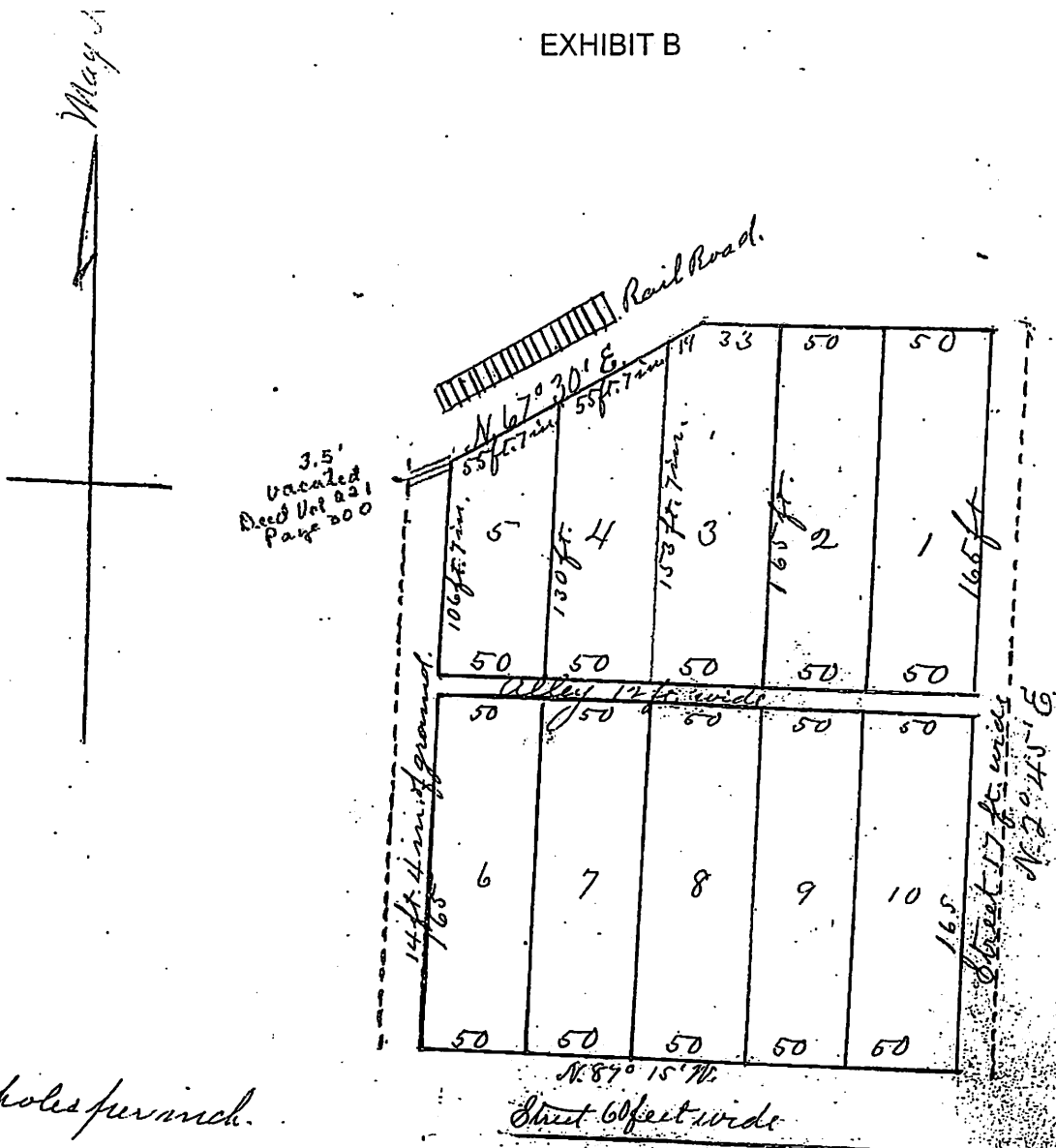
-  = City of Urbana owned Property
-  = West Central Ohio Port Authority owned Property
-  = Street + Alley ROW to be vacated

EXHIBIT B



le 5 poles per inch.

Wm. Wiley's Addition to the Town of Urbana

Plot of a survey of lots for William Wiley, being a sub-division of
 said Wiley from John A. Ward by deed dated August 4, 1851, and by name
 The N.E. corner of Lot No. 120, 17 feet west of the east line of said tract and
 lengths and courses of lines marked on the Plot. Done March 3^d 1855
 J. B. Armstrong County Clerk
 This, Champaign County, SS
 Abbott, Notary Public, within and for said County, personally appeared
 above named Addition to the Town of Urbana and

EXHIBIT C

ALLEY & STREET VACATION

ALLEY:

Being situate in the State of Ohio, County of Champaign, City of Urbana, and being an Alley, 12' in width, in William Wiley's Addition as recorded in Plat Slide 60, Cabinet 1, of the Champaign County Plat Records. The Alley to be vacated being described as follows:

Being the 12' wide Alley bounded on the West by Ann Street (60' right-of-way), with Lot 5 of William Wiley's Addition being on the North side of the Alley and Lot 6 being on the South side of the Alley, thence running East to the West line of a 17' wide un-named Street, also being on a line from the Southeast corner of Lot 1 to the Northeast corner of Lot 10.

STREET:

Being situate in the State of Ohio, County of Champaign, City of Urbana, and being a 17' wide unnamed Street, in William Wiley's Addition as recorded in Plat Slide 60, Cabinet 1, of the Champaign County Plat Records. The Street to be vacated being described as follows:

Beginning at the Southeast corner of Lot 10 of William Wiley's Addition, also being the Southwest corner of the 17' wide Street;

Thence North to the Northeast corner of Lot 1, also being on the South line of Miami Street (70' right-of-way);

Thence East with the South line of Miami Street to the Northeast corner of the 17' wide Street;

Thence South to the Southeast corner of the 17' wide Street and the North line of the portion of Beech Street vacated per Deed Volume 221, Page 315;

Thence West with the North line of Vacated Beech Street to the place of beginning.

EXHIBIT D



Department of Zoning and Compliance

205 South Main Street, Urbana, OH 43078 | (937) 652 - 4325 | ZoningandCompliance@ci.urbana.oh.us | www.urbanaohio.com

July 23, 2019

Urbana City Council
205 S. Main St.
Urbana, OH 43078

RE: William Wiley's Subdivision Alley Vacation Request

Dear Councilmembers,

On July 22, 2019, the Department of Zoning & Compliance initiated an application to the Planning Commission requesting the 12' Wide Alley (running West to East) located South of Miami St. bounded by Ann St. and a 17' wide un-named St. to be vacated. In addition, the department also initiated an application requesting the 17' wide un-named street (running North to South) connecting Miami St. to Beech St., East of Ann St. to be vacated.

On July 22, 2019, the Planning Commission, by a 7-0 vote, recommended that both the 12' wide Alley, and the 17' wide un-named street be vacated.

Respectfully,

Adam Moore
Department of Zoning & Compliance Officer

Ordinance 4512-19

AN ORDINANCE TO VACATE THE 17' WIDE UN-NAMED STREET IN WILLIAM WILEY'S ADDITION BEGINNING AT THE SOUTH LINE OF MIAMI STREET, RUNNING NORTH TO SOUTH ENDING AT THE NORTH LINE OF THE PORTION OF BEECH STREET VACATED PER DEED VOLUME 221, PAGE 315.

WHEREAS, on July 22, 2019, the City of Urbana petitioned to vacate all of the 17' wide un-named street as described in Exhibits A-C; and

WHEREAS, the 17' wide Street is located between parcels owned by the petitioner and the West Central Ohio Port Authority; and

WHEREAS, on July 22, 2019, the City of Urbana Planning Commission recommended by a 7-0 vote, that City Council approve the request to vacate the 17' un-named Street; and

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

SECTION ONE:

The Street Vacation Map describing the proposed vacation is attached and labeled as "Exhibit A."

SECTION TWO:

The William Wiley's Addition to the Town of Urbana Plat Map section showing the 17' wide un-named Street is attached and labeled as "Exhibit B."

SECTION THREE:

The Street Vacation description, as prepared by surveyor William Edwards, is attached labeled as "Exhibit C."

SECTION FOUR:

The City Council finds that there is good cause for such vacation as requested and such vacation will not be detrimental to the general interests of the citizens of the City of Urbana.

SECTION FIVE:

The 17' wide un-named Street is hereby vacated subject to easement preservation terms as outlined in Ohio Revised Section 723.041

SECTION SIX:

The transmission of the City of Urbana Planning Commission's recommendation prepared by the Zoning & Compliance Officer, Adam Moore, is attached and labeled as "Exhibit D."

SECTION SEVEN:

The Clerk of Council is instructed to endorse upon such plat the action of this Council in vacating such portion of street and alleys and cause the said plat to be recorded in the office of the Recorder of Champaign County, Ohio.

SECTION EIGHT:

The Clerk of Council is directed to notify the Auditor of Champaign County, Ohio of this vacation by sending the Auditor a copy of this Ordinance.

SECTION NINE:

This Ordinance shall become effective at the earliest time provided by law.

President, City of Urbana Council


PASSED: _____, of _____, 2019

EFFECTIVE: _____, of _____, 2019

ATTEST: _____
Clerk of Council

This Ordinance approved by me this _____ day of _____, 2019.

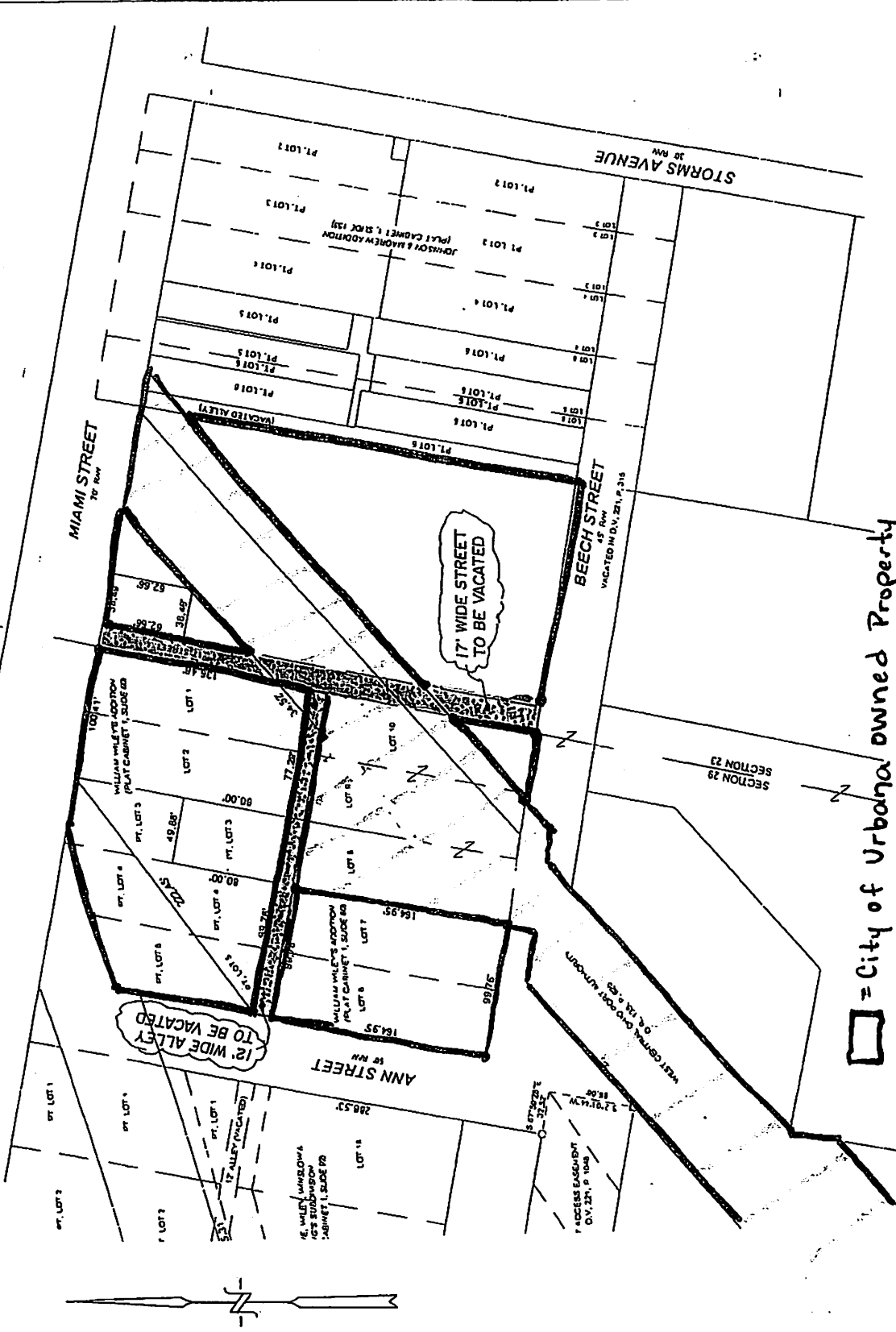
Mayor, City of Urbana

Department requesting: Department of Zoning & Compliance		Personnel: A. Moore	Director of Law review 
Expenditure? Y (N)	Emergency? Y (N)	Public Hearing? (Y) N	
Readings required: 1 2 (3)		If yes, dates advertised: August 20, 2019	
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EXHIBIT A

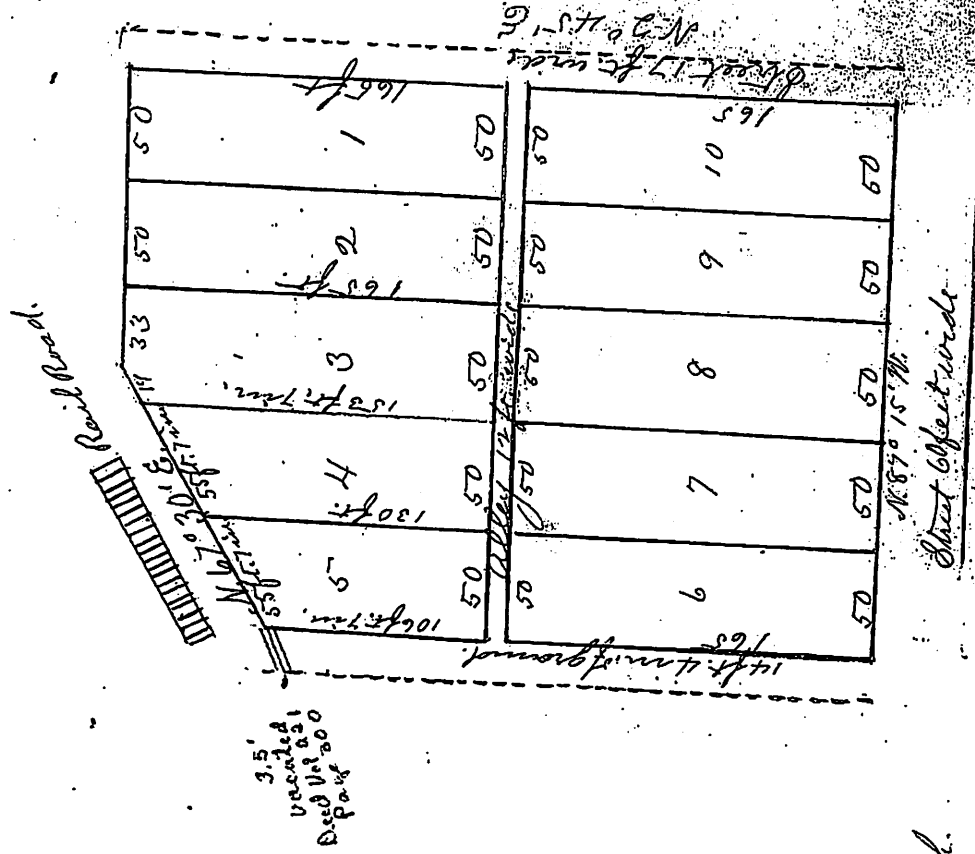
ALLEY & STREET VACATION MAP



- [Solid line] = City of Urbana owned Property
- [Hatched area] = West Central Ohio Port Authority owned Property
- [Dotted area] = Street + Alley ROW to be vacated

EXHIBIT B

May 5



be 5 poles per inch.

Wm. Wiley's Addition to the Town of Urbana

Plot of a survey of lots for William Wiley, being a part of the town of
 and Wiley from John A. Ward by deed dated August 4, 1851, and by name
 The N.E. corner of lot No. 1 is 17 feet west of the east line of said tract and
 lengths and courses of lines marked on the plot. Done March 3d 185
 J. B. Armstrong County Sur
 This, Champaign County, SS
 Abbott, Notary Public within and for said County, personally appeared
 above named addition to the town of Urbana and s.b. J. B. Armstrong

EXHIBIT C

ALLEY & STREET VACATION

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STREET:

Being situate if the State of Ohio, County of Champaign, City of Urbana, and being a 17' wide unnamed Street, in William Wiley's Addition as recorded in Plat Slide 60, Cabinet 1, of the Champaign County Plat Records. The Street to be vacated being described as follows:

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Thence North to the Northeast corner of Lot 1, also being on the South line of Miami Street (70' right-of-way);

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EXHIBIT D



Department of Zoning and Compliance
205 South Main Street, Urbana, OH 43078 | (937) 652 - 4325 | ZoningandCompliance@ci.urbana.oh.us | www.urbanaohio.com

July 23, 2019

Urbana City Council
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Department of Zoning & Compliance Officer