

**URBANA CITY COUNCIL
REGULAR SESSION MEETING AGENDA
TUESDAY, JUNE 4, 2019, AT 6:00 P.M.**

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

Call to Order

Roll Call

Pledge of Allegiance

Approval of Minutes

Urbana City Council Regular Session Meeting Minutes of May 21, 2019, in addition to Work Session Meeting Minutes of May 28, 2019.

Communications

1. Oak Dale Cemetery Board Meeting Minutes of March 21, 2019. (See attached)
2. Charter Review Meeting Minutes of May 22, 2019. (See attached)

Monument Square District Update

CEP

Planning Commission

Board of Control

1. The Board of Control recommends Council authorize a purchase order to P&R Communications Service, Inc. in the amount of \$84,537.48 for the replacement of the Police Department Radio System. This expenditure will be charged to the Police Capital, 2019 budget. (See attached). VOTE: 2-0

Citizen Comments

Ordinances and Resolutions

First Reading

Ordinance No. 4429-19

An Ordinance adopting the tax budget of the City of Urbana, Ohio, for the fiscal year beginning January 1, 2020; submitting the same to the County Auditor. (Requires three readings)

Ordinance No. 4506-19

An Ordinance authorizing and directing the enactment of a new five dollar (\$5.00) Permissive Motor Vehicle Tax according to the terms and conditions of Section 4504.173 of the Ohio Revised Code.
(Requires three readings)

Second Reading

Ordinance No. 4505-19

An Ordinance to modify Section 521.08(d)(1) of the Urbana Codified Ordinances to include lawn clippings in the definition of "Litter," and declaring an emergency.

Third Reading

Miscellaneous Business

Adjourn

Work Session

**URBANA CITY COUNCIL
REGULAR SESSION MEETING
TUESDAY, MAY 21, 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, Community Development Manager Doug Crabill, City Engineer Tyler Bumbalough, and Police Chief Matt Lingrell.

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 May 7, 2019 were presented for approval. Mr. Thackery 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 May 8, 2019.
2. Urbana Parks and Recreation Board Meeting Minutes of April 20, 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.

PLANNING COMMISSION

ADMINISTRATIVE REPORTS – BOARD OF CONTROL

1. J & J Schlaegel, Inc. - \$548,851.78 (Various City Funds)

Mr. Bumbalough advised the City would be combining the Hill Street Improvements with the paving program, in addition to the installation of lines for the Stormwater. He also advised that all of the curbs, gutters and sidewalks will all be replaced as well. He also stated that the cost came in under budget at \$347,000.00.

Mr. Paul asked if any of the funding was grant funding and Mr. Bumbalough advised no. Mr. Bumbalough added that the City would be bearing the cost of the burbs, gutters and sidewalks due to the fact that the City had paved over the existing curbs, and gutters and since they are attached to the sidewalk, the City has chosen to be consistent. Mr. Brugger also stated the City would be tearing out some sidewalk areas to install pipe and the City needed to replace what they tear out. Mr. Thackery inquired as to if the project was in the budget and Mrs. Boettcher responded yes. Mr. Piper said that

if Council was to get rid of the curb and gutter ordinances it would solve problems. Mr. Crabill stated some curb and gutter projects have been funded by grants, for lower income and added that it makes sense the City having to replace what the City takes out. Mr. Bumbalough also advised that the project would begin August 5, 2019, and is scheduled to be complete by October 31, 2019. He also added that the program from last year will run on the same time plan as well. Mr. Bumbalough continued by advising the City would be paving six blocks this year and six blocks left over from last years' program.

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

Motion passes 7-0.

Mr. Paul inquired as to the Sewer Maintenance being on the Purchase Order List a lot, and Mr. Brugger advised that there was a sewer back-up on Bloomfield. Mr. Scott asked about the project on the north side of Court Street and Mr. Crabill advised that this was a joint project with the County and advised the County received quotes last year.

CITIZEN COMMENTS

Nancy Delaney – 310 Scioto Street, spoke about her concerns for curbing for the handicap. She stated that some of the crosswalks through town are frightening. She also stated there are places through town that don't have a sidewalk. She inquired as to a guideline that she needs to follow due to her being handicapped.

ORDINANCES AND RESOLUTIONS:

First Reading –

Ordinance No. 4505-19

An Ordinance to modify Section 521.08(d)(1) of the Urbana Codified Ordinances to include lawn clippings in the definition of "Litter," and declaring an emergency.

Mr. Feinstein stated that he was approached to review the prior Ordinance, by Mr. Paul. Mr. Feinstein stated that it was concluded that the penalty was too severe and the enforcement of the ordinance would be an issue. Mr. Paul said that having this Ordinance that has been re-composed will allow the issue to be in the front of the community's minds rather than the back. Mr. Paul also gave appreciate to Mr. Piper. Mr. Thackery also thanked Mr. Piper for addressing this issue and he advised that he is seeing grass all over the roads as well. Mr. McKee stated that Council needs to make citizens aware with some form of communication. Mr. Piper stated that he could see giving the property owner a warning first. Chief Lingrell then spoke on this topic. He said that he appreciated Council for addressing this issue, and although the issue is a substantial one, he doesn't believe that he has the capacity to enforce the issue. He further stated that of course, the department would enforce the issue, but it would be a low priority. He recommended putting a pamphlet in the utility bill stating not to leave grass clippings in the road. Mayor Bean commented by stating that should a motorcycle skid and crash, this would become the home

owner's responsibility and liability. Mr. Paul stated the objective is not to have cruisers run the streets looking for grass, this was to raise awareness of the situation.

President Hess declared this Ordinance to have its first reading.

Resolution No. 2554-19

A Resolution strongly urging the Ohio Governor and members of the Ohio General Assembly to restore to Local Government Fund to pre-recession levels.

Mr. Crabill said there has been some talk about some local funding being restored and the Ohio Municipal League was asking for this Resolution to be done to direct the amount of monies the city has lost.

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

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 passed 7-0.

Resolution No. 2555-19

A Resolution authorizing the Director of Administration of the City of Urbana to submit an application to the Ohio Department of Natural Resources under the Round 26 Natureworks Program for park improvements and to sign the grant agreement and proceed with these improvements upon grant award.

Mr. Crabill stated the City has had quite a bit of success with this program. He said there was \$20,000.00 available for Champaign County and this grant, if awarded, would go towards fencing at the City Pool, concrete apron repair at the City Pool, and lighting on Field 6. Mr. Crabill added that this request was only for the ability to apply for the grant.

Mr. Hoffman moved to put this Resolution on the floor for discussion and possible passage. Mr. Fields seconded.

President Hess called for a roll call for passage: Mr. Paul, yes; Mr. Scott, yes; Mr. Thackery, yes; Mr. McKee, yes; Mr. Piper, yes; Mr. Fields, yes; and Mr. Hoffman, yes.
Resolution passed 7-0.

Resolution No. 2556-19

A Resolution declaring the month of June 2019 as "Try The Transit Month" within the City of Urbana, Ohio and supporting community efforts to promote and advance public transit and mobility services in Urbana and Champaign County, Ohio.

Mr. Crabill discussed the efforts of promoting the Transit System. He added that the County Commissioners passed legislation this morning regarding this issue.

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

President Hess called for a roll call for passage: Mr. Scott, yes; Mr. Thackery, yes; Mr. McKee, yes; Mr. Piper, yes; Mr. Fields, yes; Mr. Hoffman, yes; and Mr. Paul, yes.
Resolution passed 7-0.

**Second Reading –
None**

**Third Reading –
None**

MISCELLANEOUS BUSINESS/WORK SESSION

Mr. Hoffman stated that the City's police force do a great job and the efforts still need to be made to try to solve the issue of the need of more police officers. He added the City needed to be proactive rather than reactive.

Mr. Paul discussed the location of Council meetings. He asked when the training room would be complete and asked Council to consider moving the meetings to that location. He also advised Council that Council was not allowed to appropriate any funding for the Charter marketing. He also spoke about the Compost Ordinance and motioned to rescind 933.05. This motion was seconded by Mr. Thackery. Mr. Hoffman stated this would be another one of those laws that doesn't get enforced. Mr. Scott said that he would like to see what would go in its place. Mr. Thackery stated that he was in favor of it. Mr. McKee agreed with Mr. Thackery. Mr. Piper asked what was the point of having the Ordinance if was not going to be enforced?

Mr. Hoffman motioned to table this motion to rescind 933.05. Mr. Scott seconded.
President Hess called for a roll call to table the motion to rescind 933.05: Mr. Thackery, no, Mr. McKee, yes; Mr. Piper, yes; Mr. Fields, yes; Mr. Hoffman, yes; Mr. Paul, no; and Mr. Scott, yes.
Motion tabled 5-2.

Mr. Thackery said that the Round-a-bout workers and doing a great job and advised how respectful they are. He briefly spoke about communications and asked Mrs. Boettcher how close the City was to finalizing the updated website. Mrs. Boettcher stated they were very close.

Mr. McKee said that he was looking forward to the upcoming Work Session so they may discussion the topic of Communication. He also stated that it was reported to him the Rumpke seem to be picking up later in the day now, so he called Rumpke and was advised that Rumpke was short staffed in the City.

Mr. Brugger advised pertaining to the traffic signals on Pindar and Russell, the process is starting. He added the City Pool opens this Saturday, weather permitting. He spoke about the Round-a-bout and gave Mr. Bumbalough and Mr. Crabill a lot of credit. He also stated that RB Juergens was a great contractor and they were doing a great job. He also said that there are approximately seven to eight items on the agenda for the upcoming Work Session.

Mayor Bean said that he went to Senior Citizen's Day las Tuesday and Vikki Eckstein was selected 2019 Senior of the Year. He gave a summary about Ms. Eckstein.

Mr. Brugger said that the City has been getting a lot of questions about tall grass. He stated the process began on May 1, 2019 and 76 letters have already gone out. He advised that citizens have to show some responsibility for this is our community and we all should take some pride in it.

President Hess spoke about the pot holes in the alleys. Mr. Brugger advised there was a form on the website that could be submitted or anyone could call the City to report it.

Mr. Thackery motioned to enter into Executive Session and Mr. Paul seconded. Voice vote on approval: all ayes, nays, none.

President Hess spoke about going into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual,, unless the public employee, official, licensee, or regulated individual requests a public hearing.

Mr. Thackery moved to enter into Executive session. Mr. Paul seconded. Voice vote on approval: all ayes, nays, none.

Motion passed 7-0.

7:24 p.m.

Mr. Fields moved to exit Executive Session and Mr. McKee seconded. Voice vote on approval: all ayes, nays, none.

Motion passed 7-0.

Mr. Fields moved to adjourn and Mr. McKee seconded. Voice vote on approval: all ayes, nays, none.

Motion passed 7-0.

ADJOURN AT 7:37 p.m.

NEXT SCHEDULED MEETING

June 4, 2019, at 6:00 p.m.

Council Clerk

Council President

**URBANA CITY COUNCIL
WORK SESSION MINUTES
TUESDAY, MAY 28, 2019**

President Hess called the work session to order at 6:00 p.m.

Present for the Work Session were: Mr. Paul, Mr. Scott, Mr. Piper, Mr. McKee, Mr. Thackery, Mr. Brugger, Mr. Feinstein, Mayor Bean, Mr. Crabill, Mr. Bumbalough, Chad Hall and Joe Sampson.

President Hess turned the floor over to Sara Neer of the Champaign County Visitors Bureau. Ms. Neer stated the Champaign County Visitors Bureau has a website, weekly newsletter, and they are active on Facebook and other social media. She spoke about how the bureau receives donations and sponsorships, yet the funding is very inconsistent. Tim Coles of the Champaign County Visitors Bureau advised they are getting their name out there. He stated the bureau was beginning to get their name out there. He also stated they provide printed materials, rack cards, dining cards, mailing to outside counties, maps, visitor packets, etc. They also advertise in magazines. He mentioned that the visitors guide, community photo bank, Instagram, videos, website updates, and a new logo branding are projects that are in the works. He said they need to look at a younger demographic, maybe some that would enjoy hiking, the bike trail, that sort of scope. He also added they can only do so much on limited resources. He stated that he believed that there was not a consistent process in place on collection of bed taxes. Mr. Crabill stated that with a 3% County bed tax and a 3% City bed tax, more rooms may bring in more revenue. Mr. Coles continued by stating a lot of people go for wineries. President Hess asked Mr. Cole what he felt were the biggest draws to Champaign County. Mr. Cole said he felt the aviation, Ohio Caverns, the castles, Freshwater Farms, Bundy's, were all good draws to the community. Mayor Bean mentioned that he has received a lot of emails stating the City has too many antique stores. He further stated that he felt that people loved the antique stores and that people could come to the City, shop, and eat, all within a walking distance. He also stated that with the lack of funding, he felt that the bureau was doing a wonderful job. Mr. McKee added the more events that could be marketed, such as the Chili Cook Off, the Home and Garden Tour, for example, the better off the City would be. Mr. Thackery mentioned that 70% of his business come from outside of the county.

Mr. Sampson spoke on the next topic on the agenda, Automated Meter Readings. He began by stating the water department reads 5,300 to 5,400 meters per month. Reading meters takes employees off other projects they could be utilized on. He also added that sometimes it takes two weeks to read all of the meters. He also mention the meters in town are about twenty years old, and 80% of the income comes from 20% of the meters. He said that he has looked at multiple companies for meters. He would like to have the meters read by an outside company, to operate just like the water towers do. He continued by stating that he is in hope in getting Council's approval to move forward. He also added that it currently costs .61 to read a meter for the City. Should Council approve the automated meter readings, he would still dedicate

someone for the meters, but the company would take care of the major things, and the City would take care of the minor things. He said that the City would be looking at less than two million dollars, for a company to come in, replace all of the meters in the City, programming, etc. The City would have the initial investment and then maintenance following. Mr. Sampson stated he wanted 100% meter reads every month, and he could retrieve this with automated meter readings. An employee could come in at the beginning of every month, push a button, and within ten minutes, could have all the meters read within the City. Mayor Bean added that this could be a great tool for our citizens. Should their toilet be running, a new system could pick up on this and the citizen could be notified right away rather than a month or two later. This could save the citizen money, and again, would be a tremendous tool for our citizens. Mr. Sampson also stated that he was in hopes to have some more information to share within the next two to three months.

Mr. Crabill spoke on the next topic, Permissive Municipal Motor Vehicle Registration Tax. He provided a handout and noted the Bureau of Motor Vehicles has accumulated \$6,405.00 since the beginning of this year, which could be distributed to the City, should Council choose to collect. He stated this permits a municipal corporation to levy an addition \$5.00 annual license tax per motor vehicle that is registered within that municipal corporation. The monies that could be accumulated by the City could reach \$40,000.00 to \$50,000.00 in revenue that could be used for roads, for example. Some discussion transpired about how Council could just pass an ordinance and make this happen, or is it required to go to the voters.

Mr. Bumbalough began on the next topic on the agenda, the Curb and Gutter Program. He began by mentioning this project began on S. Jefferson Avenue, and that project is complete. He further stated a lot of homeowners have been hiring their own contractor, for which this causes a lot of inspector time. He added that in 2020, a lot of streets were to be worked on, which includes water main replacements and road paving, naming a few. He also spoke about the ODOT Urban Resurfacing Project which consists of Scioto St. through Locust Street, through the split, which is approximately 430 feet. He also spoke of the Phase 2 Water Project on Scioto Street, and stated that have timed this project prior to the paving on Finch, Crescent, Ames Ave, Washington Ave., Main St. to Jefferson. He stated there would be 19,000 feet of work on curb and gutters at \$44.00 per foot, which totals over \$800,000.00, in comparison of \$35.00 per foot, which equals \$660,000.00, if they could contract this out. He also stated that there were a lot of priorities for next year, just not a lot of money, and the City still up fronts the cost of the curbs and gutters, for those citizens who choose to be assessed. He also spoke of the ordinance that allows the home owner the option of hiring their own contractor or having the City do the project and assess the cost. Mr. Brugger spoke about having two ordinances, an A ordinance which could represent a local project and a B ordinance which could represent an ODOT project. It was discussed further that the problem in this situation is the funding process. Mr. Crabill discussed the act of changing the ordinance or modifying it, by doing the curb and gutters at wholesale. Mr. Paul also stated the issue was the City doesn't have the money to fund it.

Mr. Paul spoke of the next item on the agenda, the Compost Facility. He stated the ordinance is on the books, but it is not utilized. He stated he felt that it would be best to rescind the ordinance. Mr. Hall advised the last utility bill that included the Compost Facility Usage went out in March of 2004. He added the current way the Compost Facility works is the City mans the compost, and Mad River Topsoil comes in and grinds all the brush, etc. and uses the City's compost to hold their mulch, etc. Mr. Hall also added that .50 breaks the City even to run the Compost Facility. Mr. Feinstein stated that he felt it would be smart to rescind the ordinance and to start over with the legislation.

Miscellaneous Business

Mr. McKee provided a handout regarding Communication. He gave a list of free resources including Facebook, Instagram, the City's Web Site, YouTube, etc. His thought was to create a seamless communication strategy between the City and its residents. He spoke of the Omni channel which could be a marketing strategy that seamlessly integrates the different communication channels that businesses use to communicate with customers. This approach uses the customers' perspectives and interest to optimize the consistency of the company's marketing messages. Further he said that we need to utilize all the platforms that are available, to which one message communicated through the multiple platforms creates a universal message that will reach people where they are. He added that YouTube could be used as a venue to broadcast City Council meetings and any other desired activities. He also suggested to work with Urbana High School and/or Urbana University to record the Council meetings, edit the video and transfer the video to One Drive where it could be uploaded to YouTube. After the video is uploaded, the link for the video could be shared to the multiple platforms. Further, a decision needs to be made on the process to have the information that would be added, to include vetting the information, putting in in a format that has been decided on and who will share it to all of the platforms. He also mention the City would need to crate accounts for any of the platforms that do not already exist. He also stated that information generated by City Council could be sent to Amy and Amy would vet the material, put in in the format that has been approved and send it to Chris Boettcher, and Chris could post the material on each of the platforms, add the document to the One Drive folder dedicated to updates and send a note to the Website developers to be included. Mr. Paul asked why Council had to go through Administration.

Mr. Paul also asked Council to support the grass ordinance and also spoke about once a month have a "Coffee With Council" to which the community could come in and speak to Council, showing the availability of Council.

ADJOURN: 8:04 p.m.

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

COPY

Board Members:

Present: Wayne Smith, Bill Edwards, Lynn Reich, Tonya Barrett, Nora McCain

Others Present: Kerry Brugger

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

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

The Board discussed having committees for various projects. Committee members could then work/plan projects ahead of

- Bill Edward will chair the Cemetery Tour committee. He will meet with Kerry to learn more about what has been done in the past. Will need to reach out John Bry for available dates.
- Lynn Reich and Jo Frasure will chair the Beautification committee. They will provide feedback for Bob on different flowers which might be good options.
- Tonya Barrett will chair the Veterans Organization committee.
- Another committee discussed was Historical Funding. Will need to look into the due date for the application.

Janet Ebert had offered to come talk to the Board about the work she has been doing with cemeteries throughout the county. The Board agreed she is doing wonderful work and thought perhaps this would be a better program for the historical society.

Kerry Brugger gave the Board a copy of the updated and approved Administrative Regs.

Kerry gave an update for Bob Jumper. There were 15 burials, spring clean-up is underway, new mowers and mini excavator have been ordered and the garage is having electric installed. Back in Feb there was a car accident which took out 2 panels of the fence. Joe Rees gave an estimate of \$4500 for repairs.

Bill Edwards asked when the Board could see the sewer plans. Kerry advised he would have them for the next meeting.

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

Meeting adjourned at 3:45 pm Next meeting will be May 16, 2019. This meeting will be held at the Cemetery Office.

Respectfully submitted,



Tonya Barrett

CITY OF URBANA
CHARTER REVIEW COMMITTEE MEETING MINUTES
MAY 22, 2019

Committee members in attendance were Charles Moody, Stephanie Trulove, Michelle Heflin, Earl Evans, Carrie Thomas, Kim Brooks, Addie King, Audra Bean, Justin Weller and Al Evans.

Mr. Feinstein brought the meeting to order at 6:00 p.m. He stated that the guest speakers were Kerry Brugger, Director of Administration and Bill Bean, Mayor.

Mr. Brugger began by stating he has been the Director of Administration since February of 2012. He has had thirty-five years in management and has a Master's Degree in Business. He stated this was the most fulfilling job he has ever had. He said during his first few months in his position, he was trying to get his feet grounded as there were a lot of pieces that had to keep moving. He began establishing goals and expectations upfront, which was helpful and then tried to fill in the gaps. He stated he was not a micro manager and he expected people to do what they were supposed to do. He knew he had to have the City provide the best service it could with what the City currently had. He discussed the challenges he sees.

Mr. Al Evans asked how the budget affects his job and is there anything in the Charter that prohibits him from doing his job. Mr. Brugger stated that he felt all boards and commissions should be looked into. He stated that the term for the members could be looked into, and that the right people are sitting in the seat for the right purpose. He also mentioned that in the Charter, things that were relevant years ago, may not be relevant now. He said that updating the Charter will effect Ordinances, for they are attached. He also mentioned that he felt the Board of Zoning Appeals should be a standalone board. Should a citizen have an issue with the BZA and feels the BZA is inconsistent, that citizen has to go to the Common Pleas Court. He said he didn't understand why it couldn't go to Municipal Court or Council, for he felt it should stay in the City, not the County. Mr. Al Evans asked Mr. Feinstein if it was legal for the appeal process to go to Municipal Court or Council, and Mr. Feinstein stated that Home Rule would allow it. Mr. Brugger added that if he were appealing something through the BZA, he would feel more comfortable with people having "skin in my game". Mr. Weller spoke of a strategic review, and asked if this would be practical. Mr. Brugger responded that strategic plans are lined up on the shelves and a lot of times they don't get pulled off the shelf. He said that it was valuable to have a plan. He further stated the Department Heads all meet together and discuss what they were wanting to pursue in the upcoming year, in three years, etc. Everyone has their ideas and people have to be engaged at all levels. Mr. Weller also stated that Councilman Paul seems to think Council doesn't seem to know their role at times and wondered if making training for Council a requirement, and would this be beneficial. Mr. Brugger advised absolutely. Mrs. King spoke about the BZA and asked if you were to enforce things criminally, would it be an issue if the

Municipal Court deals with BZA issues? Mrs. Heflin spoke on the issue of people not being engaged. She asked Mr. Brugger about how long he felt someone should remain on Council, a Board, etc. Mr. Brugger responded that if someone wasn't doing their work, who has the authority to remove them? He stated that someone needed to address the rule, and yes, it may hurt, but when he confronts something, it's done. Mrs. Truelove asked who should take a look at these challenges. Mr. Brugger said that if it is in realm of responsibility, he will handle it.

Mayor Bean then advised the committee that he learned a lot being on City Council for four years. He was elected Mayor during the recession and he stated that he felt the City has come a long way. He further stated the Charter really doesn't address his duties as Mayor. He further stated that he didn't think that a Mayor should work in Columbus for eight hours a day and then come back to the City and try to run it. He also mentioned that the terms in the Charter regarding his duties are very general in nature. He then asked the committee what they wanted their Mayor's duties to be and that it would be nice to come up with a direction that a Mayor knew what was expected of him/her. Mrs. Brooks reiterated the fact that there was not enough substance in the Charter on the duties of the Mayor and Mayor Bean stated that the Charter should be telling the Mayor what is needed from him/her. Mrs. Heflin asked if there was anything else in the Charter that he felt to be an obstacle. Mayor Bean responded that he felt all in all, the Charter was pretty good, and he felt that the number of Council members was a good number, in that there were one Council member representing each ward and three at large members. He also said that he has heard that some citizens feel the Mayor has too much power. He said that we, as a group, purchased the 5/3 building, for the price was right, and the City could expand. In order to make this purchase, the idea had to go before Council. Anything the Administration would like to do has to go through Council initially, and he thinks that this process works very well. Mr. Feinstein added that Council not only had to approve the purchase of the 5/3 building, they had to approve the act of looking into the purchase of the same. Mrs. Truelove asked Mayor Bean if he like the way Council was set up, with the President not having the right to vote. Mayor Bean said that they have to be elected, and the electorate itself has to understand what they want from Council and the way Council is set up currently is a nice cohesive group as a seven member board. Should you cut it down, there may be a problem with citizens not being represented. He further stated that he felt the President should not be allowed to vote. He also stated the founders of this Charter really knew what they were doing when they put it together. Mrs. King asked about the Boards and Commissions, if there needed to be a minimum qualification. Mayor Bean said that there be one from each ward was his only guideline, it was finding the people to serve on the Boards and/or Commissions, that is difficult. Mrs. King went on speaking about Civil Service Appointment having a minimum qualification, and wondered if this should be in the Charter. Mr. Bean said one Democrat and one Republican. He added that he had to put two people on the Civil Service Commission and he feels he has been lucky to find two people to serve. Mr. Weller stated that it did seem interesting the Mayor's position is termed very generally in the Charter. He also stated that he knew that Mayor

Bean was very generous with his time and asked if there should be more specific guidelines in addition to more pay. Mr. Bean responded definitely. Mayor Bean added that when he ran for Mayor eight years ago, he wanted to be elected as a Mayor with a presence. He stated that he felt it was very important for a Mayor to be out there in the public. He stated there should be a lot of time put into this position. Mr. Al Evans stated that when Ruth Zirkle was Mayor, she had to send her Director of Administration to Board meetings due to the fact that she had a full time job. He also stated that based on his own experience, the Mayor's power is limited to what Council approves. He also stated that the Mayor should be paid for what he does. Mr. Moody said that he agreed with the Mayor about the number of Council members. Mr. Al Evans also said that if anyone was looking at running for Council, thinking there are only two meetings a month, this is not true, and that City Councilmembers should not only attend the meetings, they should also be going to things that are happening in the City. Mayor Bean stated this was part of the job. Mr. Earl Evans said the committee should look into this aspect. Mr. Feinstein added that as public record, he advised the Mayor receives \$13,000.00 a year. Mayor Bean added that his fellow Mayor peer in Bellefontaine makes \$40,000.00 a year and he does the same thing that he does.

Mr. Feinstein stated that at the next meeting, the guest speakers would be Chad Hall, Wastewater Superintendent and a member of the Planning Commission.

MEETING ADJOURNED – 7:07 p.m.

Next Meeting: June 5, 2019, at 6:00 p.m.

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

Thank You!!!!

BOC #1
1 of 6



Urbana Police Division
205 South Main Street
Urbana, OH 43078
(937)652-4350

May 28, 2019

Ref: Radio System Purchase / Vendor change

To: Chief Matt Lingrell
Board of Control

From: Lieutenant Josh Jacobs

Over the past couple of months, the Urbana Police Division has experienced some troubling times with the radio system that we currently use to communicate with the dispatch center and other officers. The following documents some of the recent problems experienced:

- November of 2017 – After guidance and suggestion from the current radio company that the Urbana Police Division uses, we purchased new portable radios and had work completed on our current radio system in an attempt to boost the power and effectiveness of the system. A few months after making the portable radios purchase, the owner of the radio company told us that the portable radios that we just purchased were being discontinued by the manufacture, making the purchase we just made obsolete.
- January 23, 2019 – Our main radio system started to fail. Officers were unable to hear dispatch speak and dispatch was unable to hear officers speak. I called our current radio company on the phone, emailed the company's owner and sent text messages to the company's owner for help in the urgent situation. Two hours passed before the owner of the company finally responded to my messages. Even though the owner of the company finally answered my calls, he was unavailable to respond to check our system. Before the owner called me back, the radio system eventually started to function properly again without any work being completed.
- February 18, 2019 – Our radio system again starts to fail with the same issues that occurred on January 23, 2019. I was able to make contact with the owner of the radio company to explain our problem and the temporary fix that we made to have the system function, but not at regular power. The owner of the company said that he wasn't available to come to look at our radio on this date. I asked the owner to let me know when he would be able to come check our system. On February 19, 2019, I had to initiate contact with the owner again to see when he would be able to inspect our system. He then told me that he would have a person that sometimes works with him come check our system on February 20, 2019.
- On February 23, 2019 – After the radio company fixed what they thought was the problem, our radio system went completely down. Dispatch couldn't give officers calls and officers couldn't

speak with dispatch. Dispatch had to call officers on cell phones to relay calls. This was our biggest fear. This occurred on a Saturday night at around 5:00 p.m. From learning how to use a “band-aid” to patch the system to work in the weeks prior, we were able to patch the system to work but not at 100%. I made contact with the owner of the radio company by text message when this occurred. I explain in the text that our system went completely out and we patched the system to work like we had earlier in the week. I explained the patch and suggested that we have them back out to look at the system at the beginning of the week. The owner replied “for sure”. The radio company did come out in the beginning of the week and discovered that an electronic piece failed in the system causing the issues. The electronic piece was replaced.

- On April 22, 2019 at approximately 10:00 p.m. – I received a call from Sergeant Shawn Schmidt about the radio system failing again. Sergeant Schmidt said that the radio was beeping, meaning that our repeater wasn’t receiving power. If the repeater fails, the system fails. I went to check the radio system. I discovered that a very old surge protector stopped working, causing our radio system to not receive power. The radio had to work on a battery back-up. I replaced the surge protector with a new surge protector the following day.

The radio company that we have been using is a small company. The owner of the company does radio work as a side job. Our department has used this company for many years. The owner of the company has friends and associates help him with radio jobs. However, to my knowledge, I don’t believe that the owner has any “employees”. The owner of the company is definitely limited on times that he can work on our equipment and sometimes isn’t available at all.

Chief Lingrell has worked at the Urbana Police Division for more than 35 years. Our current radio system predates Chief Lingrell. We do not know what company was used to put the current radio system into place.

Because of the multiple radio failures and availability of the current radio company at needed times, I asked Chief Lingrell for permission to ask P&R Communications Service to come speak with us about our radio system. Besides being the radio service provider for the Champaign County 9-1-1 Center, P&R is the leading public safety communication provider for the western half of Ohio. In addition, P&R is the company that the Urbana Police Division currently uses to outfit our new police cruisers. “Outfitting” means installing all light bars, radios and other electronic equipment. In my opinion, the work that P&R does on our cruisers is second to none. When I have a problem with something in a cruiser, I call them and they instantly get my cruiser in to locate and fix the problem. I have complete confidence in P&R that they will meet any challenge quickly and thoroughly based on my past experiences with them.

Chief Lingrell and I met with a P&R team. After initial discussions, the P&R team did an inspection of our current radio system. P&R determined the following:

- The P&R team dated our current system as being made in the 1970’s. Obviously, the system is outdated, since it is almost 50 years old. The P&R team said that they could not guarantee any work on the current system because of its age. Parts and overall equipment for our current radio system would be almost impossible to find that were new and unused.

- P&R provided quotes for a new radio system. In addition to the quotes, P&R offered to conduct a demo test of our radio system location. The demo test was completed to confirm the required equipment and location of a new radio system.
- P&R provided a final quote that would include a new radio system and portable radios. There would be a yearly maintenance fee of \$4,500.00. This maintenance fee would include a 24/7 response by P&R whenever there was a radio malfunction or issue and an annual preventative maintenance check, retune and realignment of our radio system. We would also request a yearly portable radio maintenance fee of \$762.00. The portable radio maintenance fee would cover all service calls, labor and repairs necessary as a result of normal wear and tear of the portable radios. It would also include annual preventative maintenance on all portable radios.
- The P&R team said that a new radio system as quoted by them would last for at least 5-7 years. The team actually said that the system would function longer than that time frame with proper maintenance and preventative upkeep.
- P&R provided a time frame of 6-8 weeks after the purchase order is provided to begin work on the new radio system.
- Should the Board of Control approve this request and forward it to city council for their approval, P&R has agreed to have a representative at the city council meeting to answer any questions by council members.

In conclusion, it is my recommendation that we move forward with the purchase of the new VHF radio system documented in the quote provided by P&R. It appears that it is just a matter of time before our current system fails completely and we have no radio at all for days or longer. A working, powerful radio system is a necessity for the safety of Urbana Police Officers and the Urbana community that we serve. I would also suggest the approval of the yearly system service contract of \$4,500.00 and the yearly portable radio service contract of \$762.00. Immediate radio system repair is a necessity when needed and preventative maintenance will help our equipment function at its highest for many years to come.



P&R Communications Service, Inc.
Your **ONE** Source for Wireless Solutions

731 East First Street
Dayton, OH 45402-1383
(937) 512-8100

736 Vandemark Rd
Sidney, OH 45365

4910 Wynnscap Drive
Oregon, OH 43616

QUOTATION

QUOTE NO.: 33456 - 00 EC
DATE: 4/01/19
TERMS: NET 30 DAYS
DELIVERY:

Please reference Quote No. on
Correspondence & purchase orders.
Prices firm for 30 days.

12451
TO: Urbana, City Of
Attn: Lt. Josh Jacobs
205 South Main Street
Urbana, OH 43078

WE ARE PLEASED TO QUOTE YOU THE FOLLOWING:

QTY	DESCRIPTION	UNIT PRICE	TOTAL
	VHF RADIO SYSTEM REPLACEMENT		
1	RADIO SYSTEM AT MAIN SITE, WATER TANK VHF system site includes Motorola SLR8000 repeater, VHF duplexer, 62" cabinet, antenna, cable and connectors, tower climb to hang antenna & cable, and P&R labor and services per the attached Scope of Work.	25,673.05	25,673.05
1	RECEIVE SITE AT POLICE DEPT. BUILDING VHF receive site includes Motorola MTR3000 receiver, duplexer & voter, 30" cabinet, and P&R labor per SOW. ***** SUBSCRIBERS	25,396.00	25,396.00
17	XPR7550E 136-174 5W FKP GNSS GOB CFS BT WIFI CAPABLE	1,002.33	17,039.61
17	IMPRES REMOTE SPEAKER MIC, NC	95.00	1,615.00
17	LEATHER SWIVEL CARRY CASE	60.00	1,020.00
6	XPR5550E 136-174M 45W GOB GNSS CFS BT/WIFI CD CAPABLE	859.52	5,157.12
6	ANTENNA QUARTERWAVE 152-162 Continued on following page	24.00	144.00



QTY	DESCRIPTION	UNIT PRICE	TOTAL
6	IGNITION SWITCH CABLE	35.00	210.00
6	CONN PLUG MINI UHF RG58 CRMP TIN ***** MOBILE RADIO INSTALL	2.49	15.00
6	INSTALL LABOR RATE GARAGE	210.00	1,260.00
6	LUND FACEPLATE	40.00	240.00
6	MISC PARTS	20.00	120.00
6	SHOP SUPPLIES	15.00	90.00
1	TRAVEL/INFIELD RATE	35.00	35.00
1	SHIPPING AND HANDLING CHARGE *****	31.00	31.00
1	Infrastructure Maintenance 1 Year Includes 24x7 response for service, all labor, service calls, and repairs necessary as a result of normal wear and tear, all labor to ensure the radio equipment is programmed with the latest software/firmware releases, and one annual Preventative Maintenance check which includes labor and repairs.	4,500.00	4,500.00
1	Subscriber Maintenance 1 Year Includes all service calls, labor and repairs necessary as a result of normal wear and tear, one annual Preventative Maintenance check including labor and Continued on following page	762.00	762.00



6 of 6

QUOTE NO. 33456-00
Urbana, City Of

PAGE 3
DATE 4/01/19

QTY	DESCRIPTION	UNIT PRICE	TOTAL
	<p>repairs, all labor to ensure equipment has the most current version of firmware, all shipping/handling charges if applicable.</p> <p>***** * Thank You For Your Business. We appreciate it! * * Ask About Our Maintenance Options * * **3% Surcharge For All Credit Card Transactions** * * **No Surcharge For Debit Card Transactions* * *****</p>		
		Item summary	83,307.78
		Subtotal	83,307.78
		Inbound Frt	1,229.70
		Sales Tax	.00
		GRAND TOTAL:	84,537.48

ORDERS SUBJECT TO SHIPPING & HANDLING AND SALES TAX IF APPLICABLE

TERMS SUBJECT TO CREDIT REVIEW

BY **Chad Sheffield** (937)512-8157 Ext **chad.sheffield@precdayton.com**
THIS QUOTE IS SUBJECT TO REVIEW BY MANAGEMENT FOR COMPLETENESS AND ACCURACY.

Accepted by _____ P.O. No. _____
 LEGAL NAME OF PURCHASER

_____ Date _____
 AUTHORIZED SIGNATURE



ORDINANCE NO. 4429-19

AN ORDINANCE ADOPTING THE TAX BUDGET OF THE CITY OF URBANA, OHIO, FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2020; SUBMITTING THE SAME TO THE COUNTY AUDITOR.

WHEREAS, the Mayor has prepared a tentative Tax Budget of the City of Urbana, Ohio, for the fiscal year beginning January 1, 2020, showing detailed estimates of all balances that will be available at the beginning of the year 2020, for the purposes of such year and of all revenues to be received for such fiscal year, including all general and special taxes, fees, costs, percentages, penalties, allowances, and other types of classes or revenues; also, estimates of all expenditures or changes in or for the purpose of such fiscal year to be paid or met from the said revenues or balances; and otherwise conforming with the requirements of law, and;

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

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

WHEREAS, the necessity of providing for the usual daily operations of the various municipal departments, requires that this resolution be in effect no later than July 15, 2019, and;

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

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

SECTION ONE: That the Tax Budget of the City of Urbana, Ohio for the fiscal year

beginning January 1, 2020, heretofore prepared by the Mayor and submitted to this Council, copies of which have been and are on file in the office of the Director of Finance, be and it is hereby adopted as the official Tax Budget of the City of Urbana, Ohio for the fiscal year beginning January 1, 2020.

SECTION TWO: That the Clerk of Council is authorized and directed to certify two copies of said Tax Budget and a copy of this Ordinance and to transmit the same to the Auditor of Champaign County, Ohio on or before July 20, 2019.

SECTION THREE: That this Ordinance shall take effect upon its approval by the Mayor.


President

PASSED: _____

ATTEST: _____

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

Mayor

Department requesting: FINANCE		Personnel: CHRIS BOETTCHER	Director of Law review 
Expenditure? Y (N)	Emergency? Y (N)	Public Hearing? (Y) N	
Readings required: 1 2 (3)		If yes, dates advertised: <i>May 31, 2019</i>	
First reading date: JUNE 4, 2019	Second reading date: JUNE 18, 2019	Third/Final reading date: JULY 9, 2019	

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

CITY OF URBANA 205 S Main Urbana, Ohio 43078

Schedule A

Champaign County, Ohio Karen Bailey, Auditor

Date _____

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

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

To the Auditor of said County:

The following Budget for the budget year beginning January 1, 2020, has been adopted by Council and is herewith submitted for consideration of the County Budget Commission.

Signed _____

Title: Chris Boettcher, Director of Finance

SCHEDULE A

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

For Municipal Use FUND (Include only those funds which are requesting general property tax revenue)	BUDGET YEAR AMOUNT REQUESTED OF BUDGET COMMISSION INSIDE/OUTSIDE	For Budget Commission Use		For County Auditor Use	
		BUDGET YEAR AMOUNT APPROVED BY BUDGET COMMISSION INSIDE 10 MILL LIMITATION	BUDGET YEAR TO BE DERIVED FROM LEVIES OUTSIDE 10 MILL LIMITATION	COUNTY AUDITOR'S ESTIMATE OF TAX RATE TO BE LEVIED	
		Column 1	Column 2	Column 3	INSIDE 10 MILL LIMIT BUDGET YEAR 4
GOVERNMENTAL FUNDS	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
GENERAL FUND	516,300.00				
POLICE PENSION LEVY	57,500.00				
FIRE PENSION LEVY	57,500.00				
PROPRIETARY FUNDS	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
FIDUCIARY FUNDS	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
TOTAL ALL FUNDS	631,300.00				

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

DESCRIPTION (1)	FOR 2017 ACTUAL (2)	FOR 2018 ACTUAL (3)	BUDGET YEAR ESTIMATED	BUDGET YEAR ESTIMATED
			FOR 2019 (4)	FOR 2020 (5)
REVENUES				
Local Taxes				
General Property Tax - Real Estate	497,147	491,615	486,256	491,256
Tangible Personal Property Tax	0	0	0	0
Municipal Income Tax				
Other Local Taxes				
Total Local Taxes	497,147	491,615	486,256	491,256
Intergovernmental Revenues				
State Shared Taxes and Permits				
Local Government	292,735	105,402	200,000	225,000
Estate Tax	37,631	0	0	0
Cigarette Tax	0	0	0	0
Casino Tax	0	0	0	0
Liquor and Beer Permits	27,989	23,558	40,000	35,000
Gasoline Tax				
Local Government Support Fund				
Property Tax Allocation	30,044	30,044	30,044	30,044
Other State Shared Taxes	325,698	327,723	328,000	328,000
Total State Shared Taxes and Permits	714,097	486,727	598,044	618,044
Federal Grants or Aid				
State Grants or Aid				
Other Grants or Aid	106,539	114,291	110,000	120,000
Total Intergovernmental Revenues	820,636	601,018	708,044	738,044
Special Assessments				
Charges for Services	754,272	780,316	730,000	802,900
Fines, Licenses, and Permits	524,496	533,775	462,100	505,200
Miscellaneous	200,492	306,542	154,000	167,000
Other Financing Sources:				
Proceeds from Sale of Debt				
Transfers	3,342,268	3,648,857	3,354,750	3,455,300
Advances			0	0
Other Sources	738,937	733,065	712,000	879,300
TOTAL REVENUE	6,878,248	7,095,187	6,607,150	7,039,000

FUND NAME: GENERAL FUND

EXHIBIT I

FUND TYPE/CLASSIFICATION: GOVERNMENTAL-GENERAL

This Exhibit is to be used for the General Fund Only

DESCRIPTION (1)	FOR 2017 ACTUAL	FOR 2018 ACTUAL	BUDGET YEAR ESTIMATED	BUDGET YEAR ESTIMATED
	(2)	(3)	FOR 2019 (4)	FOR 2020 (5)
EXPENDITURES				
Security of Persons and Property				
Personal Services	2,856,519	3,310,252	3,247,325	3,328,945
Travel Transportation	23,891	27,185	24,000	24,000
Contractual Services	124,488	124,808	126,450	128,850
Supplies and Materials	79,743	77,804	84,150	89,150
Capital Outlay				
Total Security of Persons and Property	3,084,641	3,540,049	3,481,925	3,570,945
Public Health Services				
Personal Services				
Travel Transportation				
Contractual Services	52,000	52,000	52,000	52,000
Supplies and Materials				
Capital Outlay				
Total Public Health Services	52,000	52,000	52,000	52,000
Leisure Time Activities				
Personal Services	141,863	127,622	130,215	137,235
Travel Transportation	0	510	150	150
Contractual Services	136,453	130,335	129,390	139,390
Supplies and Materials	26,119	34,152	20,950	21,450
Capital Outlay				
Total Leisure Time Activities	304,435	292,619	280,705	298,225
Community Environment				
Personal Services	140,327	135,774	144,105	174,150
Travel Transportation	330	780	1,000	1,000
Contractual Services	54,570	60,792	54,075	54,075
Supplies and Materials	2,272	4,399	4,150	4,150
Capital Outlay			0	0
Total Community Environment	197,499	201,745	203,330	233,375
Basic Utility Services				
Personal Services	99,899	108,573	112,535	116,615
Travel Transportation	0	0	0	0
Contractual Services	8,466	8,902	10,050	10,550
Supplies and Materials	40,757	43,563	47,500	47,500
Capital Outlay				
Total Basic Utility Services	149,122	161,038	170,085	174,665
Transportation				
Personal Services	0	0	0	0
Travel Transportation	0	0	0	0
Contractual Services	0	0	0	0
Supplies and Materials	0	0	0	0
Capital Outlay				
Total Transportation	0	0	0	0
General Government				
Personal Services	1,361,497	1,439,590	1,498,201	1,579,027
Travel Transportation	6,814	4,889	11,100	11,300
Contractual Services	748,967	860,435	694,965	750,709
Supplies and Materials	78,442	98,614	85,350	90,550
Carryovers			0	0
Total General Government	2,195,720	2,403,528	2,289,616	2,431,586

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

DESCRIPTION (1)	FOR 2017 ACTUAL	FOR 2018 ACTUAL	BUDGET YEAR ESTIMATED	BUDGET YEAR ESTIMATED
	(2)	(3)	FOR 2019 (4)	FOR 2020 (5)
Debt Service				
Redemption of Principal				
Interest				
Other Debt Service				
Total Debt Service	0	0	0	0
Other Uses of Funds				
Transfers	95,574	86,357	129,000	170,000
Advances				
Contingencies				
Other Uses of Funds				
Total Other Uses of Funds	95,574	86,357	129,000	170,000
TOTAL EXPENDITURES	6,078,991	6,737,336	6,606,661	6,930,796
Revenues over/(under) Expenditures	799,257	357,851	489	108,204
Beginning Unencumbered Balance	1,701,692	2,500,949	2,858,800	2,859,289
Emergency Transfer from Supplemental			0	0
Ending Cash Fund Balance	2,500,949	2,858,800	2,859,289	2,967,493
TOTAL EXPENDITURES				
Estimated Encumbrances (outstanding at year end)			33,033	34,654
Estimated Ending Unencumbered F	2,500,949	2,858,800	2,826,256	2,932,840

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

Exhibit II

FUND TYPE/CLASSIFICATION : GOVERNMENTAL / SPECIAL REVENUE

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

DESCRIPTION (1)	FOR 2017 ACTUAL (2)	FOR 2018 ACTUAL (3)	BUDGET YEAR ESTIMATE FOR 2019 (4)	BUDGET YEAR ESTIMATE FOR 2020 (5)
REVENUE				
POLICE PENSION	58,795.44	58,070.64	57,500.00	57,500.00
FIRE PENSION	58,795.44	58,070.65	57,500.00	57,500.00
TOTAL REVENUE	117,590.88	116,141.29	115,000.00	115,000.00
EXPENDITURES	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
(Identify each program and object code at the same level shown on Exhibit I)	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
(PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
GENERAL GOVERNMENT				
CONTRACTUAL-AUDITOR/TREASURER FEES	2,960.50	3,389.08	3,400.00	3,400.00
OTHER USES				
REIMBURSEMENT TO GENERAL FUND	104,080.10	102,579.52	111,600.00	111,600.00
TOTAL EXPENDITURES	107,040.60	105,968.60	115,000.00	115,000.00
Revenues Over (Under) Expenditures	10,550.28	10,172.69	0.00	0.00
Beginning Unencumbered Fund Balance (Use actual cash balance in Col. 2 and 3)	46,144.33	56,694.61	66,867.30	66,867.30
Ending Cash Fund Balance	56,694.61	66,867.30	66,867.30	66,867.30
Estimated Encumbrances (outstanding YEAR END)		0.00	0.00	0.00
Estimated Ending Unencumbered Fund Balance		66,867.30	66,867.30	66,867.30

FUND List all funds individually unless reported on Exhibit I or II	Fund	ESTIMATED UNEN- CUMBERED FUND BALANCE 1/1/20	BUDGET YEAR ESTIMATED RECEIPTS	TOTAL AVAILABLE FOR EXPENDITURES	BUDGET YR EXPENDITURES AND ENCUMBRANCES			EXHIBIT III
					PERSONAL SERVICES	OTHER	TOTAL	ESTIMATED UNEN- CUMBERED FUND BALANCE 12/31/20
GOVERNMENTAL:								
SPECIAL REVENUE:								
AIRPORT MAINTENANCE & OPERATION FUND	200	354,038.00	358,800.00	712,838.00	53,170.00	321,800.00	374,970.00	337,868.00
STREET REPAIR & MAINTENANCE FUND	205	43,164.00	886,000.00	929,164.00	553,222.00	181,900.00	735,122.00	194,042.00
STATE HIGHWAY FUND	210	0.00	61,000.00	61,000.00	0.00	61,000.00	61,000.00	0.00
OAKDALE CEMETERY FUND	215	14,026.00	156,500.00	170,526.00	80,360.00	70,550.00	150,910.00	19,616.00
SUPPLEMENTAL INVESTMENT FUND	230	410,000.00	3,000.00	413,000.00	0.00	0.00	0.00	413,000.00
CDBG PROGRAM INCOME	235	9,000.00	0.00	9,000.00	0.00	0.00	0.00	9,000.00
POLICE AND FIRE INCOME TAX LEVY	275	464,920.00	1,411,358.00	1,876,278.00	1,428,068.00	0.00	1,428,068.00	448,210.00
TOTAL SPECIAL REVENUE FUNDS		1,295,148.00	2,876,658.00	4,171,806.00	2,114,820.00	635,250.00	2,750,070.00	1,421,736.00
DEBT SERVICE FUNDS								
TOTAL DEBT SERVICE FUNDS								
CAPITAL PROJECT FUNDS								
CAPITAL IMPROVEMENT FUND	401	1,357,705.00	1,314,300.00	2,672,005.00	0.00	1,280,000.00	1,280,000.00	1,392,005.00
POLICE AND FIRE INCOME TAX LEVY	402	478,681.00	470,450.00	949,131.00	0.00	275,000.00	275,000.00	674,131.00
COURT IMPROVEMENT FUND	403	224,605.00	124,650.00	349,255.00	54,500.00	20,000.00	74,500.00	274,755.00
PERPETUAL INVESTMENT FUND	405	1,230,401.00	44,000.00	1,274,401.00	0.00	0.00	0.00	1,274,401.00
TOTAL CAPITAL PROJECTS		3,291,392.00	1,953,400.00	5,244,792.00	54,500.00	1,575,000.00	1,629,500.00	3,615,292.00
SPECIAL ASSESSMENT FUNDS								
TOTAL SPECIAL ASSESSMENT FUNDS								
PROPRIETARY:								
ENTERPRISE FUNDS								
WATER REVENUE FUND	605	2,083,553.00	2,348,500.00	4,432,053.00	611,937.00	1,985,271.00	2,597,208.00	1,834,845.00
SEWER REVENUE FUND	610	3,770,816.00	3,774,500.00	7,545,316.00	859,734.00	2,967,200.00	3,826,934.00	3,718,382.00
COMPOST, MULCHING, & RECYCLING FUND	615	82,849.00	160,000.00	242,849.00	0.00	160,000.00	160,000.00	82,849.00
STORMWATER - OPERATING FUND	620	61,669.00	81,000.00	142,669.00	0.00	81,000.00	81,000.00	61,669.00
STORMWATER - CAPITAL IMP FUND	625	246,223.00	189,000.00	435,223.00	0.00	50,000.00	50,000.00	385,223.00
TOTAL ENTERPRISE FUNDS		6,245,110.00	6,553,000.00	12,798,110.00	1,471,671.00	5,243,471.00	6,715,142.00	6,082,968.00
INTERNAL SERVICE FUNDS								
TOTAL INTERNAL SERVICE FUNDS								
FIDUCIARY:								
TRUST AND AGENCY FUNDS								
CEMETERY TRUST INCOME FUND	805	10,700.00	300.00	11,000.00	0.00	300.00	300.00	10,700.00
FIRE TRUST FUND	810	56,500.00	15,000.00	71,500.00	0.00	15,000.00	15,000.00	56,500.00
POLICE TRUST FUND	815	21,500.00	5,000.00	26,500.00	0.00	5,000.00	5,000.00	21,500.00
CITY BEAUTIFICATION TRUST FUND	820	57,250.00	500.00	57,750.00	0.00	500.00	500.00	57,250.00
PARKS & RECREATION TRUST FUND	825	78,000.00	5,000.00	83,000.00	0.00	5,000.00	5,000.00	78,000.00
MAUSOLEUM TRUST FUND	835	10,000.00	40,000.00	50,000.00	0.00	40,000.00	40,000.00	10,000.00
CEMETERY IMPROVEMENT TRUST FUND	840	2,000.00	500.00	2,500.00	0.00	500.00	500.00	2,000.00
INCOME TAX REVENUE FUND	905	0.00	6,489,000.00	6,489,000.00	0.00	6,489,000.00	6,489,000.00	0.00
TOTAL TRUST AND AGENCY FUNDS		235,950.00	6,555,300.00	6,791,250.00	0.00	6,555,300.00	6,555,300.00	235,950.00
TOTAL FOR MEMORANDUM ONLY		11,067,600.00	17,938,358.00	29,005,958.00	3,640,991.00	14,009,021.00	17,650,012.00	11,355,946.00

OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

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

Resources for the CITY OF URBANA for the BUDGET YEAR beginning January 1st, 2020

FUND	Estimated Unen- cumbered Balance January 1st, 2020	Real Estate Property Tax	Personal Property Tax	Local Government Money	Rollback, Homestead and Personal Property Tax Exemption	Other Sources	Total
GOVERNMENTAL FUND TYPE							
General Fund							
Special Revenue Funds							
Debt Service Funds							
Capital Project Funds							
Special Assessment Funds							
PROPRIETARY FUND TYPE							
Enterprise Funds							
Internal Service Funds							
FIDUCIARY FUND TYPE							
Trust and Agency Funds							
TOTAL ALL FUNDS							

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

DATE _____, 20__

Budget
Commission

OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

FUND	Estimated Unencumbered Balance January 1, 2020	Real Estate Property Tax	Personal Property Tax	Local Government Money	Rollback, Homestead and Personal Property Tax Exemption	Other Sources	Total
GOVERNMENTAL FUNDS:							
GENERAL FUND:							
General Fund							
SPECIAL REVENUE FUNDS:							
Street Maintenance & Repair Fund							
State Highway Improvement Fund							
Cemetery Fund							
Airport Maintenance Fund							
C.D.B.G. Program Income Fund							
Supplemental Investment							
Police & Fire Pension Levy Fund							
Police & Fire Income Tax Fund							
TOTAL SPECIAL REVENUE FUNDS							
DEBT SERVICE FUNDS:							
TOTAL DEBT SERVICE FUNDS							
CAPITAL PROJECT FUNDS:							
Capital Improvement Fund							
Perpetual Investment Fund							
Police & Fire Income Tax Fund							
TOTAL CAPITAL PROJECT FUNDS							

OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

FUND	Estimated Un- cumbered Balance January 1, 2020	Real Estate Property Tax	Personal Property Tax	Local Government Money	Rollback, Homestead and Personal Property Tax Exemption	Other Sources	Total
SPECIAL ASSESSMENT FUNDS							
TOTAL SPECIAL ASSESSMENT FUNDS							
ENTERPRISE FUNDS:							
Water Fund							
Sanitary Sewer Fund							
Compost & Mulching Fund							
Sewer Replacement Fund							
Stormwater - Operating							
Stormwater - Capital Improvement							
TOTAL ENTERPRISE FUNDS							
INTERNAL SERVICE FUNDS:							
Central Stores							
TOTAL INTERNAL SERVICE FUNDS							
TRUST AND AGENCY FUNDS:							
Income Tax Revenue Fund							
City Beautification Fund							
Fire Trust Fund							
Police Trust Fund							
Cemetery Trust Income Fund							
Mausoleum Trust Fund							
TOTAL TRUST AND AGENCY FUNDS							
TOTAL ESTIMATED RESOURCES (memo)							

Ordinance #4506-19

AN ORDINANCE AUTHORIZING AND DIRECTING THE ENACTMENT OF A NEW FIVE DOLLAR (\$5.00) PERMISSIVE MOTOR VEHICLE TAX ACCORDING TO THE TERMS AND CONDITIONS OF SECTION 4504.173 OF THE OHIO REVISED CODE.

WHEREAS, the Ohio General Assembly recently passed a two-year transportation bill that was approved by Governor Dewine and authorized municipalities to levy an additional license tax per motor vehicle that is registered within a municipal corporation; and

WHEREAS, the City of Urbana is in need of additional funding to plan, construct, improve, maintain, and repair public roads, highways, streets, bridges, viaducts, street/traffic signs and markers, and traffic lights and signals; and

WHEREAS, the City of Urbana is permitted to use these funds for all purposes outlined within Section 4504.173 of the Ohio Revised Code; and

WHEREAS, additional funds are needed to support these purposes in a long-term, sustainable manner; and

WHEREAS, Section 4504.173 of the Ohio Revised Code authorizes municipalities to enact a five dollar (\$5.00) permissive motor vehicle tax to fund said purposes; and

WHEREAS, this legislation authorizes the City of Urbana to levy the aforementioned tax in an effort to fund all eligible purposes authorized under Section 4504.173 of the Ohio Revised Code; and

WHEREAS, the proceeds of the motor vehicle license tax collected under Section 4504.173 of the Ohio Revised Code will be deposited into the Street Fund (#205) and/or Capital Improvement Fund (#401) as determined by the Director of Finance on a yearly basis during the appropriation budget process to supplement revenue already available for such purposes.

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

Section 1: That the City of Urbana be and hereby is authorized to levy an annual motor vehicle tax upon the operation of motor vehicles on the public roads or highways pursuant to Section 4504.173 of the Ohio Revised Code, for the purposes of providing additional revenue for the purposes set forth in Section 4504.173 of the Ohio Revised Code.

Such tax shall be at the rate of five dollars (\$5.00) per motor vehicle on all motor vehicles in the district of registration of which, as defined in Section 4503.10 of the Ohio Revised Code, is the City of Urbana, in Champaign County, Ohio, and shall apply to and be in effect for the registration year commencing January 1, 2020, and shall continue in effect and application during each registration year thereafter.

Section 2: That the tax imposed by this ordinance shall be paid to the Registrar of Motor Vehicles of the State of Ohio or to a Deputy Registrar at the time application for registration of motor vehicle is made as provided in Section 4503.10 of the Ohio Revised Code. The revenues derived from the tax levied herein shall be used only for the purposes set forth in Section 4504.173, Ohio Revised Code, and to supplement revenue already available for such purposes, and deposited into the Street Fund (#205) and/or Capital Improvement Fund (#401) as determined by the Director of Finance on a yearly basis during the appropriation budget process.

Section 3: That the Urbana City Clerk is hereby directed to forward a certified copy of this legislation to the Ohio Bureau of Motor Vehicles, Tax Distribution Section, upon passage.

Section 4: That this ordinance shall take effect and be in force from and after the earliest period allowed by law.


Passed: _____

Council President

Attest: _____
Council Clerk

This Resolution approved by me this ____ day of _____, 20__.

Mayor

Department requesting: Community Development		Personnel: D. Crabill	Director of Law review 
Expenditure? Y (N)	Emergency? Y (N)	Public Hearing? (Y) N	
Readings required: 1 2 (3)		If yes, dates advertised: June 8, 2019	
First reading date: June 4, 2019	Second reading date: June 18, 2019	Third/Final reading date: July 9, 2019	

Anticipated effective date if approved: July 19, 2019



Memorandum

Date: May 31, 2019

To: Marty Hess, Council President
Amy Deere, Council Clerk
City Council Members

From: Doug Crabill; Community Development Manager

Subject: Permissive Motor Vehicle License Tax (Ohio Revised Code; Section 4504.173)

Permissive Motor Vehicle License Tax (Ohio Revised Code; Section 4504.173)

The Ohio General Assembly recently passed a two-year transportation budget that was approved by Governor Dewine and authorized municipalities to levy an additional license tax of \$5.00 per motor vehicle that is registered within a municipal corporation. If passed by Urbana City Council, this additional permissive motor vehicle license tax would generate approximately \$50,000.00-\$60,000.00 in additional revenue per year to support roadway and bridge maintenance and improvements within the City of Urbana, including traffic signs and signals.

In addition, this two-year transportation budget included an increase in the State of Ohio gasoline and diesel taxes. Effective July 1, 2019, an additional tax of 10.5-cents per gallon of gas and 19-cents per gallon of diesel will be collected. This increase is anticipated to provide an additional \$250,000.00 in yearly revenue to support roadway and bridge maintenance and improvements within the City of Urbana.

In 2017, the City of Urbana invested in a third-party study by Midwest Pavement Analysis and Design, LLC of every block of pavement within Urbana. These blocks were each assigned a PCR (Pavement Condition Rating, 0-100 scale with 100 being a perfect pavement with no observable distress) by a person trained in that system. The Ohio Department of Transportation (ODOT) uses the PCR system to suggest treatments and schedules for their roads. This study identified \$6,016,075.95 in maintenance and construction work to be completed on the city's 62.6 miles of streets.

In 2019, \$405,000.00 is budgeted toward street paving and maintenance projects, including the city's 20% local share to resurface Monument Square and one block out from Monument Square. In 2018, \$250,000.00 was budgeted toward street paving and maintenance projects. The city's street paving budget has fluctuated over the years based on the strength of the city's income tax collections. In 2010, during the recession, the city's street paving program was only able to complete \$53,000.00 in street paving and maintenance work. If the city were to consistently invest \$250,000.00 per year into its street paving and maintenance program, it would take the city over 24 years to complete street work on all 62.6 miles of streets. Furthermore, resurfacing work is typically required every 10-15 years. When the City of Urbana had to reconstruct Phoenix Drive in 2012, the city had to obtain a loan through the Ohio Public Works Commission because local funding resources were not sufficient to support the reconstruction of this roadway out of the yearly street program budget. Furthermore, in 2019, the Street Fund (#205) is expected to receive a \$90,000.00 subsidy. However, this subsidy was only \$10,000.00 in 2017 and approximately \$5,000.00 in 2018.

According to statistics provided by the Ohio Department of Transportation, \$100.00 invested in road construction in July 2005 now costs \$152.00 in June 2018 due to inflation. Furthermore, the City of Urbana is faced with an aging traffic signalization system that was originally put into use in the year 2000 and will require an upgrade over the next decade.



Currently, the City of Urbana receives \$7.50 directly from existing permissive motor vehicle license taxes with an additional \$5.00 being available by request to the Champaign County Commissioners. There are approximately 11,439 registered vehicles with the corporation limits of the City of Urbana. An additional \$5.00 permissive motor vehicle license tax in accordance with Section 4504.173 of the Ohio Revised Code, if passed, would generate approximately \$57,195.00 in additional revenue for street/road maintenance and improvements.