

**URBANA CITY COUNCIL
PUBLIC HEARING
TUESDAY, JUNE 18, 2024, AT 6:00 P.M.**

The Urbana City Council will hold a public hearing at 6:00 pm on Tuesday, June 18, 2024 in the City Municipal Building Council Chambers located at 205 South Main St. in Urbana, OH 43078 to consider the following proposal:

1. Adopting the tax budget of the City of Urbana, Ohio, for the fiscal year beginning January 1, 2025; Submitting the same to the County Auditor.

**URBANA CITY COUNCIL
REGULAR SESSION MEETING
June 18, 2024**

(To be held in the Training Room on the 3rd Floor of the Municipal Building)

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

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

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- **Call to Order**
 - **Roll Call**
 - **Pledge of Allegiance**
 - **Approval of Minutes:** Urbana City Council Regular Meeting Minutes of June 4, 2024.
 - **Communications:** None
 - **Board of Control:**
 1. The Board of Control recommends Council authorize purchase orders to various vendors for an amount not to exceed \$226,735.00 for the purchase and construction of 52' x 80' salt storage building at Taft Avenue. This expense will be charged to the Capital Improvement Fund - Street and is in the 2024 budget at \$225,000.00. (See attached).
VOTE: 2-0

2. In anticipation of Council approval of Resolution No. 2694-24, the Board of Control recommends Council authorize a purchase order to Stantec Consulting Services, Inc. in the amount of \$29,700.00 for government applications, hangar roof replacement study and misc. related services for the FAA's FY2024 AIG project at Urbana Grimes Airport, per the Engineering Services Agreement dated June 7, 2024. This expense will be charged to the appropriate open FAA AIG grants and the Airport Fund, and is in the 2024 budget.
VOTE: 2-0

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

Ordinances and Resolutions

Old Business:

Third Reading: None

Second Reading:

Ordinance 4429-24: An ordinance adopting the tax budget of the City of Urbana, Ohio, for the fiscal year beginning January 1, 2025; submitting the same to the County Auditor. (Three readings required, public hearing required)

New Business:

First Reading:

Resolution 2694-24: A resolution authorizing the Director of Administration of the City of Urbana to prepare and submit final application to participate in the FAA's FY2024 Airport Infrastructure Grant (AIG) program and to execute contracts as required. (One reading required)

Resolution 2695-24: A resolution to authorize the Director of Administration to execute a ten (10) year extension (by addendum) to the 2014 Land Use Agreement with Monument Square District for use and improvement of the lot located at 19 Monument Square in the City of Urbana. (One reading required)

- **Department Liaison Reports:**
- **Miscellaneous Business:**
 1. Council
 2. Administration
 3. Council Clerk
- **Next Meeting:** Tuesday, July 2, 2024
- **Adjourn**

**URBANA CITY COUNCIL
REGULAR SESSION MEETING
TUESDAY, JUNE 4, 2024**

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

City Staff attending: Director of Administration Kerry Brugger, Director of Law Mark Feinstein, Director of Finance Chris Boettcher, Mayor Bill Bean, Community Development Manager Doug Crabill, and Fire Chief Dean Ortlieb

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

Minutes

Mr. Thackery moved to put the minutes of May 21, 2024 on the floor for discussion and possible approval. Ms. Truelove seconded.

No comments/questions from Council regarding the minutes.

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

Communications:

1. Safety Committee Meeting Minutes from May 16, 2024 (See Attached)

Council did not have any items for removal from the consent agenda.

Administrative Reports – Board of Control: None

Citizen Comments: None

ORDINANCES AND RESOLUTIONS

Third Reading:

Ordinance 4607-24: An ordinance accepting the annexation of a parcel consisting of approximately 2.334 acres, more or less, to the City of Urbana, Ohio (Three readings required)

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

Mr. Crabill stated that upon passage, this would allow the annexation to be completed. He added that the annexation must sit for thirty days before recorded and sent to Ohio Secretary of State. Mr. Crabill reminded Council that this was for the property at 728 Children’s Home Road, which is currently under construction.

No comments/questions from Council

Roll call on approval: Mr. Scott, yes; Mr. Davis, yes; Ms. Truelove, no; Mr. Thackery, yes; Mrs. Mrs. Bean, yes; and Ms. Jumper, yes.

Ordinance passes 6-0.

Second Reading: None

First Reading:

Ordinance 4429-24: An ordinance adopting the tax budget of the City of Urbana, Ohio, for the fiscal year beginning January 1, 2025; submitting the same to the County Auditor. (Three readings required, public hearing required)

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

Ms. Boettcher stated this was the estimate of 2025 resources that will be used to fund the City. She added that it covers all the funds for City of Urbana and provides the boundary for the appropriations budget.

Ms. Truelove asked if there were any major changes from last year. Ms. Boettcher answered there were not, as the City is usually pretty conservative in regards to the potential increases.

Mr. Thackery asked what were contractual services. Ms. Boettcher indicated they were expenditures that could be put into different departments. She added that the term was pretty broad, and they could be anywhere for maintenance to legal services to audit services.

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

Resolution 2693-24: A resolution enacted by the City of Urbana, Champaign County, Ohio to authorize the Director of Administration to make application to the Ohio Department of Transportation under the Small City Program for the City of Urbana Traffic Signal Improvements – Phase 1, and declaring an emergency. (One reading required)

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

Mr. Crabill stated the application deadline for the signalization systems grant is June 15th. Mr. Crabill explained that last year the City started working through the planning study for transportation planning services. The City is looking at replacing the existing traffic signals as the current signals were installed around 2000 and having more operational issues. Mr. Crabill explained that in order to have a traffic signal, the City has to prove that there is enough traffic to prove it is warranted. He added that the City was missing data on 68 from last year due to the improvement project. Mr. Crabill also explained that the City was waiting for guidance from ODOT for a couple of intersections with signals that are close on warranting them. Mr. Crabill added that the City would be looking at fiscal year 2028 for the earliest project date. An additional source of funding will include applying for transportation alternative funds.

Mr. Brugger asked for further explanation as to what would happen if ODOT determines that signals at Kenton/Scioto and Water/Jefferson are not warranted. Mr. Crabill stated that City Engineer Tyler Bumbalough determined that we could use local funds to take care of them.

Mrs. Bean asked for further explanation regarding the traffic signal on Lawn Avenue. Mr. Crabill stated the City is currently evaluating how it performs without a signal before it is removed.

Ms. Truelove stated that this process was really exciting because she was one of those people that previously complained about the traffic lights.

Roll call on approval: Mr. Davis, yes; Ms. Truelove, no; Mr. Thackery, yes; Mrs. Mrs. Bean, yes; Ms. Jumper, yes; Mr. Scott, yes.

Resolution passes 6-0.

Department Liaison Reports: None

Miscellaneous Business:

Mrs. Bean stated that she attended the ribbon cutting at 68 & 55. She stated that the building is beautiful. She also added that she tried the new restaurant and it was excellent.

Mr. Thackery echoed Mrs. Bean regarding the new building, calling it really impressive. He also indicated he spoke to Mr. Feinstein about the property maintenance flyer. Mr. Brugger indicated that it was part of the code adopted, but the City does not plan on conducting interior inspections.

Mr. Crabill indicated the Crack seal program has been completed with the Concrete curb & gutter beginning actual removals today. He added that the Street department has also been doing catch basins in that area.

Finally, he stated that the Railroad Street project will begin mobilization tomorrow.

Mr. Brugger indicated his goal was to present the FAA grant for the airport feasibility study at the next Council meeting.

Mayor Bean indicated he was attending the Mayor's conference on the 12th and if anyone had any topics they would like him to discuss, please let him know.

Council Clerk Roger Steffan informed Council that he has written President Pro Tempore Bean an explanation letter to cover his duties in his absence at the next Council meeting. He also informed everyone that Mr. Davis has now received his City badge.

Mr. Thackery moved to enter executive session pursuant to Ohio Revised Code section 121.22(G)(3). Mrs. Bean seconded. Voice vote on approval: all ayes, nays none.

Council entered executive session at 6:21 pm.

Mr. Thackery moved to return from executive session at 6:33 pm. Ms. Jumper seconded. Voice vote on approval: all ayes, nays none.

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

ADJOURNED AT 6:33 p.m.

NEXT SCHEDULED MEETING

June 18, 2024 at 6:00 p.m.

Council Clerk

Council President

**2024 Salt Storage Building Project
Taft Avenue**

	Vendor	Item	Amount
1	Greystone Construction	52' x 80' Britespan Atlas L8 Salt Building	\$174,910.00
		Alternate Option (if req.): Pad & Pier Foundation	\$8,405.00
2	Quality Paving	Asphalt Floor (approximately 3,680 sq ft)	\$26,575.00
3	MD Miller Concrete	Concrete Apron (30' x 50')	\$16,845.00
4		Contingency	\$10,000.00
TOTAL			<u>\$236,735.00</u>



May 29, 2024

City of Urbana, OH
416 Taft Ave.
Urbana, OH 43078

Re: Sourcewell Proposal – Salt Storage Building

Mr. Muirhead,

Thank you for the opportunity to provide a budget to furnish and install a salt storage building in Urbana, OH. A few of the advantages the Greystone team brings to the project include:

- **Design-Build Experience** – Greystone has offered design-build and general construction services for 35 years.
- **Fabric Building Expertise** – Greystone has sold and installed fabric buildings for over 20 years. We've successfully completed thousands of fabric building projects.
- **Engineered Fabric Building** – Fabric building will be designed to meet site-specific load requirements including wind, snow and unbalanced loads.
- **Hot Dipped Galvanized Steel** – Fabric building frames are hot dip galvanized post production, after all cutting and welding complete
- **Self-Performed Work** – Greystone has the capability to self-perform the concrete and building installation with our own crews. Often times this allows us to provide the most competitive pricing, maintain quality and hold schedule.

Let us know if you have any questions. We look forward to discussing our next steps.

Sincerely,

Mitchell Lawless
Business Development Manager



Scope of Work & Pricing

to be performed by Greystone Construction

Sourcewell Furnish & Install Price:

- 52' x 80' Britespan Atlas L8 Series Building
- Truss spacing 16' on center
- 12.5 ounce, 23 mil polyethylene Non-FR fabric
 - Single piece cover design
- Building designed per ASCE7-10 (IBC 2015)
 - Fabric type: ASTM E-84 (NON-FR)
 - Occupancy category: CAT 1 (LOW HAZARD)
 - Ground snow load: 20 lbs.
 - Wind Load: 105 MPH wind
 - Wind Exposure: C
 - Site conditions: Ce = 0.9 Exposed
 - Collateral Load: 0
 - No sprinklers
 - No conveyor loads
 - Seismic Design Category: B
 - Stamped engineered building drawings - **Included**
- (1) Fabric end wall with steel framing with (2) 3'x3' mesh vent in back end
- (1) open end wall
- Hot dipped galvanized bolt and purlin upgrades
- Building to be installed on concrete drilled pier foundations. Piers to extend 2' above grade on three sides.
 - Engineered foundation drawings – **Included**
 - Assumes existing soils has minimum bearing capacity of 2,500 PSF
 - Assumes soils are suitable for drilled piers, cast against earth, maximum 8' deep
- Approximately 205 lineal feet of 8' tall pre-cast concrete bunker "L" panels with corrosion inhibitor
- Hot dipped galvanized anchor bolts
- Freight allowance of \$2,000 included
 - Contract will be updated to reflect actual freight amount at time of shipment
- Provide all necessary labor and equipment to complete items noted above
- Prevailing Wage Rates Included
- Unless noted otherwise budget is valid for 15 days

Furnish & Install Price: \$174,910

Add Alternate Building Option #1:

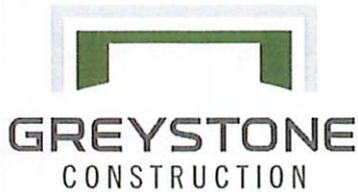
- Pad and Pier Foundation, if soils are not suitable for drilled pier foundations
 - Excavation and Backfill – **By others**

Add Alternate Price: ADD \$8,405



Market Provisions:

- Greystone is committed to being your trusted team partner on your project. We are asking all of our clients recognize the volatility of our markets and understand we are providing current pricing for budgeting purposes with the need to adjust final project pricing based on the markets at the actual time of the order. It's important to provide you with the best value for your project, and we do not want to speculate where the actual market rates will be at the time of procurement and/or delivery.
- Pricing is based on current market conditions and does not include future tariffs, surcharges, price escalation, or fees. (i.e., many wholesalers and manufacturers are not committing to pre-determined pricing for pre-ordered materials. These materials are priced at the time of the delivery.) Due to extremely volatile markets, pricing shall be re-evaluated at time of procurement and/or delivery. Any savings or additional cost would be communicated with Owner prior to procurement and/or delivery.
- Price increases will be assigned as contingency. Unless Greystone specifically outlines a contingency value in our proposal or scope of work, it is recommended that the Owner carry a contingency.
- Construction schedule may be affected by material shortages or lead times beyond our control. Any shortages or lead time issues will be communicated with the owner. Evaluation of alternatives will be reviewed, and the contract schedule or costs may be adjusted accordingly.
- Unless noted otherwise budget is valid for 15 days



BOC #1

Exclusions – Items not included, but may apply to overall project:

- Architectural and Civil Engineering
- Sales Tax on Materials
- Permits & Fees
- Union labor
- Payment and performance bonds
- Emergency Responder Communication Enhancement System
- Cat II occupancy and FR Fabric
- US Steel – Building is fabricated in Canada using Canadian steel
- Alternate foundation design if proposed design isn't suitable for existing site
- Testing & special inspections by owner – Soil borings, soils testing, concrete testing, bolt inspection, etc
- Site work including, but not limited to: soil corrections, granular base material under floor and bunker panels, excavation and backfill, site prep, import or export of materials, dewatering, etc
- Assumed building has 50' clear on three sides and 30' clear on other side for staging/erection and building engineering requirements
- Site specific safety requirements
- Bituminous paving or concrete – interior and exterior slabs and aprons
- Bunker panel toe extensions, dowels, or earth anchors unless noted otherwise
- Exterior aprons & stoops at doors
- Geotextile liner under building
- Doors – Overhead & personnel
- Insulation, interior liner panel or stainless steel cables
- All electrical & mechanical systems
- All winter conditions

The proposed salt storage building is similar to the one shown below.



Located in the City of Piqua, Ohio

BOC #2

ENGINEERING SERVICES AGREEMENT

2024 IMPROVEMENTS TO
GRIMES FIELD
URBANA, OHIO

HANGAR ROOF REPLACEMENT STUDY

BETWEEN
STANTEC CONSULTING SERVICES INC.
AND
THE CITY OF URBANA, OHIO

June 2024





PROFESSIONAL SERVICES AGREEMENT
ATTACHMENT "A"

BOC #2

Attached to and forming part of the Agreement BETWEEN:

City of Urbana
(Hereinafter called the "Client")
- and -
Stantec Consulting Services Inc.
(Hereinafter called "Stantec")

EFFECTIVE: June 7, 2024

This Attachment details the Services, Contract Time, Contract Price, Additional Conditions and Additional Attachments forming part of the above-described Agreement.

SERVICES: Stantec shall perform the following Services:

BASIC SERVICES:

Hangar Roof Replacement Study

ADDITIONAL SERVICES:

Government Applications

OTHER SERVICES:

Miscellaneous

(Hereinafter called the "Services")

CONTRACT TIME: Commencement Date: June 19, 2024
Estimated Completion Date: June 30, 2025

CONTRACT PRICE: Subject to the terms below, Client will compensate Stantec as follows:

BASIC SERVICES

Hangar Roof Replacement Study – A Fixed Fee of \$ 22,200

ADDITIONAL SERVICES

Government Applications – A Fixed Fee (Including \$2,662.18 in fees that have been previously invoiced under our General Services Agreement) of \$ 6,500

OTHER SERVICES

Miscellaneous Services - For additional services related to the Project that are requested by the CLIENT but not covered under this Agreement, actual number of hours of labor at the rates contained in our General Services Agreement. The total fee for miscellaneous services shall not exceed the following upset amount without approval of CLIENT..... \$ 1,000

The Total Compensation under this agreement, assuming all services are authorized, is estimated at \$29,700.

Where not stated as being included in the fees, project specific subconsultant, contractor, lab and other similar third-party charges will be charged as invoiced to Stantec with a zero percent (0%) markup.

Unless otherwise noted, the fees in this agreement do not include any value added, sales, or other taxes that may be applied by Government on fees for services. Such taxes will be added to all invoices as required.

KB 6/12/24
QB 6/12/24

Where the Services or services conditions change, Stantec shall submit to the Client in a timely manner, documentation of the revisions to Attachment "A" adjusting the Contract Services Time and Price as required.

ADDITIONAL
CONDITIONS:

The following additional conditions shall be read in conjunction with and constitute part of this Agreement:

ATTACHMENT "C" - Federal Contract Clauses

COVID-19: The parties acknowledge the ongoing COVID-19 pandemic and agree that the CONTRACT PRICE and CONTRACT TIME are based on what is currently understood. Where conditions change, the parties may have further discussions to manage and mitigate the impact of this evolving situation on the Project.

ADDITIONAL
ATTACHMENTS:

The following additional attachments shall be read in conjunction with and constitute part of this Agreement:

ATTACHMENT "B" - Detailed Work ScopeINSURANCE
REQUIREMENTS:

Before any services are provided under this agreement, Stantec shall procure, and maintain insurance coverage during the term of this agreement.

ORDINANCE NO. 4429-24

AN ORDINANCE ADOPTING THE TAX BUDGET OF THE CITY OF URBANA, OHIO, FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2025; SUBMITTING THE SAME TO THE COUNTY AUDITOR. (Three (3) readings and public hearing required. Public Hearing Advertisement date: Friday, June 7, 2024).

Department Requesting: Finance

Sponsor: Edwin Davis

WHEREAS, the Mayor has prepared a tentative Tax Budget of the City of Urbana, Ohio, for the fiscal year beginning January 1, 2025, showing detailed estimates of all balances that will be available at the beginning of the year 2025, 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, 2024, and;

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

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

Section One.

That the Tax Budget of the City of Urbana, Ohio for the fiscal year beginning January 1, 2025, 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, 2025.

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, 2024.

Section Three.

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

Section Four.

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

President, City of Urbana Council

PASSED: _____

ATTEST: _____
Clerk of Council

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

Mayor, City of Urbana

REVIEWED: *[Signature]* 5/29/24
Director of Law Date

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

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

CITY OF URBANA 205 S Main Urbana, Ohio 43078

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, 2025, 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 Column 1	For Budget Commission Use		For County Auditor Use	
		BUDGET YEAR AMOUNT APPROVED BY BUDGET COMMISSION INSIDE 10 MILL LIMITATION Column 2	BUDGET YEAR TO BE DERIVED FROM LEVIES OUTSIDE 10 MILL LIMITATION Column 3	COUNTY AUDITOR'S ESTIMATE OF TAX RATE TO BE LEVIED	
				INSIDE 10 MILL LIMIT BUDGET YEAR 4	OUTSIDE 10 MILL LIMIT BUDGET YEAR 5
GOVERNMENTAL FUNDS	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
GENERAL FUND	692,700.00				
POLICE PENSION LEVY	77,400.00				
FIRE PENSION LEVY	77,400.00				
PROPRIETARY FUNDS	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
FIDUCIARY FUNDS	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
TOTAL ALL FUNDS	847,500.00				

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 2022 ACTUAL (2)	FOR 2023 ACTUAL (3)	BUDGET YEAR ESTIMATED FOR 2024 (4)	BUDGET YEAR ESTIMATED FOR 2025 (5)
	REVENUES			
Local Taxes				
General Property Tax - Real Estate	564,289	656,436	564,856	654,406
Tangible Personal Property Tax				
Municipal Income Tax				
Other Local Taxes				
Total Local Taxes	564,289	656,436	564,856	654,406
Intergovernmental Revenues				
State Shared Taxes and Permits				
Local Government	364,201	373,810	361,000	366,000
Estate Tax	0	27,807	0	0
Cigarette Tax	0	0	0	0
Casino Tax	0	0	0	0
Liquor and Beer Permits	35,973	19,222	25,000	25,000
Gasoline Tax				
Local Government Support Fund				
Property Tax Allocation	30,044	30,044	30,044	30,044
Other State Shared Taxes	340,627	473,194	473,800	490,000
Total State Shared Taxes and Permits	770,845	924,077	889,844	911,044
Federal Grants or Aid				
State Grants or Aid				
Other Grants or Aid	99,789	143,840	145,000	155,000
Total Intergovernmental Revenues	870,634	1,067,917	1,034,844	1,066,044
Special Assessments				
Charges for Services	929,464	920,378	904,750	946,000
Fines, Licenses, and Permits	464,556	477,931	539,000	531,500
Miscellaneous	269,384	197,198	212,000	235,000
Other Financing Sources:				
Proceeds from Sale of Debt				
Transfers	4,826,830	4,265,090	4,018,750	4,271,025
Advances	0	0	0	0
Other Sources	782,961	914,345	799,000	861,000
TOTAL REVENUE	8,708,118	8,499,295	8,073,200	8,564,975

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 2022 ACTUAL (2)	FOR 2023 ACTUAL (3)	BUDGET YEAR ESTIMATED FOR 2024 (4)	BUDGET YEAR ESTIMATED FOR 2025 (5)
	Debt Service			
Redemption of Principal				
Interest				
Other Debt Service				
Total Debt Service	0	0	0	0
Other Uses of Funds				
Transfers	80,000	110,000	80,000.00	80,000.00
Advances				
Contingencies				
Other Uses of Funds				
Total Other Uses of Funds	80,000	110,000	80,000	80,000
TOTAL EXPENDITURES	8,207,144	8,110,121	8,033,255	8,320,660
Revenues over/(under) Expenditures	500,974	389,174	39,945	244,315
Beginning Unencumbered Balance	4,429,193	4,930,167	5,319,341	5,359,286
Emergency Transfer from Supplemental	0	0	0.00	0.00
Ending Cash Fund Balance	4,930,167	5,319,341	5,359,286	5,603,601
Estimated Encumbrances (outstanding at year end)	41,036	40,551	40,166	41,603
Estimated Ending Unencumbered Fund Balance	4,889,132	5,278,791	5,319,120	5,561,998

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 2022 ACTUAL (2)	FOR 2023 ACTUAL (3)	BUDGET YEAR ESTIMATE FOR 2024 (4)	BUDGET YEAR ESTIMATE FOR 2025 (5)
REVENUE				
POLICE PENSION	66,244.63	76,671.37	67,500.00	77,400.00
FIRE PENSION	66,244.63	76,671.37	67,500.00	77,400.00
TOTAL REVENUE	132,489.26	153,342.74	135,000.00	154,800.00
EXPENDITURES	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
(Identify each program and object code at the same level shown on Exhibit I)	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
(PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
GENERAL GOVERNMENT				
CONTRACTUAL-AUDITOR/TREASURER FEES	3,322.00	3,864.44	3,400.00	3,400.00
OTHER USES				
REIMBURSEMENT TO GENERAL FUND	127,678.00	167,135.56	131,600.00	151,400.00
TOTAL EXPENDITURES	131,000.00	171,000.00	135,000.00	154,800.00
Revenues Over (Under) Expenditures	1,489.26	(17,657.26)	0.00	0.00
Beginning Unencumbered Fund Balance (Use actual cash balance in Col. 2 and 3)	17,104.24	18,593.50	936.24	936.24
Ending Cash Fund Balance	18,593.50	936.24	936.24	936.24
Estimated Encumbrances (outstanding YEAR END)	0.00	0.00	0.00	0.00
Estimated Ending Unencumbered Fund Balance	0.00	936.24	936.24	936.24

								EXHIBIT III
FUND List all funds individually unless reported on Exhibit I or II	Fund	ESTIMATED UNEN- CUMBERED FUND BALANCE 11/125	BUDGET YEAR ESTIMATED RECEIPTS	TOTAL AVAILABLE FOR EXPENDITURES	BUDGET YR EXPENDITURES AND ENCUMBRANCES			ESTIMATED UNEN- CUMBERED FUND BALANCE 12/31/25
					PERSONAL SERVICES	OTHER	TOTAL	
GOVERNMENTAL:								
SPECIAL REVENUE:								
AIRPORT MAINTENANCE & OPERATION FUND	200	668,297.00	436,300.00	1,104,597.00	121,973.00	307,800.00	429,773.00	674,824.00
STREET REPAIR & MAINTENANCE FUND	205	450,028.00	832,000.00	1,282,028.00	732,263.00	242,905.00	975,168.00	306,860.00
PERMISSIVE MOTOR VEHICLE LICENSE TAX FU	207	0.00	140,000.00	140,000.00	0.00	140,000.00	140,000.00	0.00
STATE HIGHWAY FUND	210	0.00	52,000.00	52,000.00	0.00	52,000.00	52,000.00	0.00
OAKDALE CEMETERY FUND	215	22,930.00	195,500.00	218,430.00	125,401.00	70,985.00	196,386.00	22,044.00
SUPPLEMENTAL INVESTMENT FUND	230	173,047.00	500.00	173,547.00	0.00	0.00	0.00	173,547.00
CDBG PROGRAM INCOME	235	11,626.00	0.00	11,626.00	0.00	0.00	0.00	11,626.00
AMERICAN RESCUE PLAN ACT OF 2021 FUND	238	0.00	0.00	0.00	0.00	0.00	0.00	0.00
POLICE AND FIRE INCOME TAX LEVY	275	1,228,741.00	1,733,475.00	2,960,216.00	2,209,155.00	0.00	2,209,155.00	751,061.00
TOTAL SPECIAL REVENUE FUNDS		2,552,689.00	3,389,775.00	5,942,444.00	3,188,792.00	813,690.00	4,002,482.00	1,939,962.00
DEBT SERVICE FUNDS								
TOTAL DEBT SERVICE FUNDS								
CAPITAL PROJECT FUNDS								
CAPITAL IMPROVEMENT FUND	401	1,971,416.00	1,632,175.00	3,603,591.00	0.00	1,600,000.00	1,600,000.00	2,003,591.00
POLICE AND FIRE INCOME TAX LEVY	402	877,894.00	577,825.00	1,455,719.00	0.00	582,600.00	582,600.00	873,119.00
COURT IMPROVEMENT FUND	403	162,721.00	126,500.00	289,221.00	69,978.00	31,000.00	100,978.00	188,243.00
PERPETUAL INVESTMENT FUND	405	818,415.00	49,000.00	867,415.00	0.00	0.00	0.00	867,415.00
NEIGHBORHOOD CURB, GUTTER, SIDEWALK	420	5,300.00	240,000.00	245,300.00	0.00	200,000.00	200,000.00	45,300.00
TOTAL CAPITAL PROJECTS		3,835,746.00	2,625,500.00	6,461,246.00	69,978.00	2,413,600.00	2,483,578.00	3,977,668.00
SPECIAL ASSESSMENT FUNDS								
TOTAL SPECIAL ASSESSMENT FUNDS								
PROPRIETARY:								
ENTERPRISE FUNDS								
WATER REVENUE FUND	605	1,226,195.00	2,659,000.00	3,885,195.00	532,378.00	2,364,890.00	2,897,268.00	987,927.00
SEWER REVENUE FUND	610	3,261,676.00	3,744,400.00	7,006,076.00	1,028,351.00	3,201,405.00	4,229,756.00	2,776,320.00
COMPOST, MULCHING, & RECYCLING FUND	615	52,884.00	220,000.00	272,884.00	0.00	220,000.00	220,000.00	52,884.00
STORMWATER - OPERATING FUND	620	130,788.00	92,000.00	222,788.00	0.00	84,950.00	84,950.00	137,838.00
STORMWATER - CAPITAL IMP FUND	625	284,235.00	216,000.00	500,235.00	0.00	100,000.00	100,000.00	400,235.00
TOTAL ENTERPRISE FUNDS		4,955,778.00	6,931,400.00	11,887,178.00	1,560,729.00	5,971,245.00	7,531,974.00	4,355,204.00
INTERNAL SERVICE FUNDS								
TOTAL INTERNAL SERVICE FUNDS		0.00	0.00	0.00	0.00	0.00	0.00	0.00
FIDUCIARY:								
TRUST AND AGENCY FUNDS								
CEMETERY TRUST INCOME FUND	805	8,216.00	300.00	8,516.00	0.00	300.00	300.00	8,216.00
FIRE TRUST FUND	810	88,421.00	10,000.00	98,421.00	0.00	10,000.00	10,000.00	88,421.00
POLICE TRUST FUND	815	27,665.00	10,000.00	37,665.00	0.00	5,000.00	5,000.00	32,665.00
CITY BEAUTIFICATION TRUST FUND	820	58,214.00	3,000.00	61,214.00	0.00	3,000.00	3,000.00	58,214.00
PARKS & RECREATION TRUST FUND	825	91,261.00	15,000.00	106,261.00	0.00	15,000.00	15,000.00	91,261.00
MAUSOLEUM TRUST FUND	835	65,755.00	55,000.00	120,755.00	0.00	39,000.00	39,000.00	81,755.00
CEMETERY IMPROVEMENT TRUST FUND	840	8,101.00	2,300.00	10,401.00	0.00	2,300.00	2,300.00	8,101.00
LODGING TAX REVENUE FUND	900	0.00	44,000.00	44,000.00	0.00	44,000.00	44,000.00	0.00
INCOME TAX REVENUE FUND	905	0.00	7,710,000.00	7,710,000.00	0.00	7,710,000.00	7,710,000.00	0.00
TOTAL TRUST AND AGENCY FUNDS		347,633.00	7,849,600.00	8,197,233.00	0.00	7,828,600.00	7,828,600.00	368,633.00
TOTAL FOR MEMORANDUM ONLY		11,691,826.00	20,796,275.00	32,488,101.00	4,819,499.00	17,027,135.00	21,846,634.00	10,641,467.00

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, 2025

FUND	Estimated Unen-cumbered Balance January 1st, 2025	Real Estate Property Tax	Personal Property Tax	Local Government Money	Rollback, Homestead and Personal Property Tax Exemption	Other Sources	Total
GOVERNMENTAL FUND TYPE							
General Fund							
Special Revenue Funds							
Debt Service Funds							
Capital Project Funds							
Special Assessment Funds							
PROPRIETARY FUND TYPE							
Enterprise Funds							
Internal Service Funds							
FIDUCIARY FUND TYPE							
Trust and Agency Funds							
TOTAL ALL FUNDS							

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

DATE _____, 20__

Budget
Commission

OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

FUND	Estimated Unen- cumbered Balance January 1, 2025	Real Estate Property Tax	Personal Property Tax	Local Government Money	Rollback, Homestead and Personal Property Tax Exemption	Other Sources	Total
GOVERNMENTAL FUNDS:							
GENERAL FUND:							
General Fund							
SPECIAL REVENUE FUNDS:							
Street Maintenance & Repair Fund							
State Highway Improvement Fund							
Cemetery Fund							
Airport Maintenance Fund							
C.D.B.G. Program Income Fund							
Supplemental Investment							
Police & Fire Pension Levy Fund							
Police & Fire Income Tax Fund							
TOTAL SPECIAL REVENUE FUNDS							
DEBT SERVICE FUNDS:							
TOTAL DEBT SERVICE FUNDS							
CAPITAL PROJECT FUNDS:							
Capital Improvement Fund							
Perpetual Investment Fund							
Police & Fire Income Tax Fund							
TOTAL CAPITAL PROJECT FUNDS							

OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

FUND	Estimated Unen- cumbered Balance January 1, 2025	Real Estate Property Tax	Personal Property Tax	Local Government Money	Rollback, Homestead and Personal Property Tax Exemption	Other Sources	Total
SPECIAL ASSESSMENT FUNDS							
TOTAL SPECIAL ASSESSMENT FUNDS							
ENTERPRISE FUNDS:							
Water Fund							
Sanitary Sewer Fund							
Compost & Mulching Fund							
Sewer Replacement Fund							
Stormwater - Operating							
Stormwater - Capital Improvement							
TOTAL ENTERPRISE FUNDS							
INTERNAL SERVICE FUNDS:							
Central Stores							
TOTAL INTERNAL SERVICE FUNDS							
TRUST AND AGENCY FUNDS:							
Income Tax Revenue Fund							
City Beautification Fund							
Fire Trust Fund							
Police Trust Fund							
Cemetery Trust Income Fund							
Mausoluem Trust Fund							
TOTAL TRUST AND AGENCY FUNDS							
TOTAL ESTIMATED RESOURCES (memo)							

RESOLUTION NO. 2694-24

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION OF THE CITY OF URBANA, TO PREPARE AND SUBMIT FINAL APPLICATION TO PARTICIPATE IN THE FAA’S FY2024 AIRPORT INFRASTRUCTURE GRANT (AIG) PROGRAM AND TO EXECUTE CONTRACTS AS REQUIRED. (One (1) reading required. No public hearing required)

One reading/no public hearing required.

Public Hearing Advertisement Date: N/A

Department Requesting: Grimes Municipal Airport

Sponsor: Councilperson Amy Jumper

WHEREAS, the Federal Aviation Administration (FAA) provides grants to public agencies for public use airports in the form of the Airport Infrastructure Grants (AIG); and

WHEREAS, the City of Urbana has developed a long-range plan for the continued improvement of the city owned general aviation airport, Grimes Municipal Airport; and

WHEREAS, grant funds are available through the FAA’s AIG for 90% of eligible project costs contained in the plan for Grimes Municipal Airport; and

WHEREAS, Local funds are required to cover the remaining 10% of the project costs contained in the 2024 project; and

WHEREAS, the estimated cost project cost is \$31,700.00, with the FAA AIG covering 90% of the eligible costs (\$28,530.00), and the remaining 10% of the eligible costs (\$3,170.00) being covered by the Airport Fund.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Urbana:

Section One.

That the Director of Administration, is hereby authorized to apply to the FAA for FY2024 AIG funds to complete the scope of work required to complete the Grimes Hangar Roof Replacement Feasibility Study.

Section Two.

That the Director of Administration, is further authorized to contract for any engineering and consulting services for the above-named project as be necessary for the application and administration of above noted grant program.

Section Three.

That the Director of Administration and City of Urbana, Ohio shall agree to abide by the terms and conditions of accepting FAA Airport Infrastructure Grants (and subsequent updates). These terms and conditions may be unilaterally amended by the FAA, by notification in writing, and such amendment will only apply to grants accepted after notification.

Section Four.

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

Section Five.

This resolution shall be in full force and effect from and immediately upon its adoption.

President, City of Urbana Council

PASSED: _____

ATTEST: _____

Clerk of Council

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

Mayor, City of Urbana

REVIEWED: *Mark M. Francis* 6/22/2024
Director of Law Date

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



Administration • 205 S. Main Street • Urbana, Ohio 43078 • <http://www.urbanaohio.com> • 937-652-4302

June 10, 2024

Mr. Geoffrey Nelson
Program Manager
Federal Aviation Administration
Detroit Airports District Office
11677 South Wayne Road, Suite 107
Romulus, Michigan 48174

Subject: Grimes Field – Urbana, Ohio
FY 2024 Airport Infrastructure Grant Application

Enclosed please find a FY 2024 Airport Infrastructure Application for the following project at Urbana - Grimes Field:

**Conduct Miscellaneous Study - Hangar Roof Replacement and Section 106
Coordination Study**

The following items are enclosed for the above project:

- ✓ Federal Assistance Request Checklist
- ✓ Standard Form 424 - Application for Federal Assistance
- ✓ Standard Form 5100-100
- ✓ Project Sketch
- ✓ Detailed Project Information Sheet/Project Narrative
- ✓ Project Schedule
- ✓ Project Cost Estimates
- ✓ Statement of Public Hearing
- ✓ Identification of DBE Requirements

If any additional information or documentation is required for your review and processing of this grant application, please contact me or Brian Crosier with Stantec at (614) 563-6349.

Sincerely,

CITY OF URBANA

Mr. Kerry Brugger,
Director of Administration



FAA
Detroit Airports District Office

Federal Assistance Request Checklist

Directions - Complete the Federal Assistance Request checklist with your pre-application and application and submit a completed package.

Airport Name: Urbana - Grimes Field

Airport Sponsor: City of Urbana

Location (city, state): Urbana, Ohio

Date of Application: June 10, 2024

Type of Application (circle one): Pre-Application Application

Cover Letter

 X Projects identified. Any changes from previous meetings/discussions should be discussed prior to submission.

 N/A If pre-application, proposed application date identified.

 N/A If application, any changes to requested amount are identified and reasons provided.

 N/A If application, identify if any changes have taken place on the Exhibit "A" property map since the last grant.

 N/A If application, identify if any changes have taken place on Exhibit "C" Title Opinion since the last grant.

Application

 X Standard Form 424 - Application of Federal Assistance

 X Federal Assistance Request Checklist

 X Project Sketch - one for each project or one drawing with all the projects clearly labeled

 X Detailed project information sheet

 N/A Bid tabulations and recommendation for award

 X Project schedules for each project

 N/A Land appraisals and negotiated purchase agreements

 X Scope of work/fee schedule

 N/A Pre-construction photos

Application for Federal Assistance SF-424	
*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	*2. Type of Application * If Revision, select appropriate letter(s): <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation * Other (Specify) <input type="checkbox"/> Revision
*3. Date Received: 01/23/2024	4. Applicant Identifier: 174
5a. Federal Entity Identifier:	5b. Federal Award Identifier:
State Use Only:	
6. Date Received by State:	7. State Application Identifier:
8. APPLICANT INFORMATION:	
*a. Legal Name: Grimes Field	
*b. Employer/Taxpayer Identification Number (EIN/TIN): 34-6401492	*c. UEI: WMJJPJLYNMWH5
d. Address:	
*Street 1: 205 South Main Street Street 2: _____ *City: Urbana County/Parish: Champaign *State: Province: OH *Country: USA: United States *Zip / Postal Code 43078-2113	
e. Organizational Unit:	
Department Name: City of Urbana	Division Name:
f. Name and contact information of person to be contacted on matters involving this application:	
Prefix: Mr. *First Name: Kerry Middle Name: _____ *Last Name: Brugger Suffix: _____ Title: Director of Aministration Organizational Affiliation: City of Urbana *Telephone Number: (937) 652-4302 Fax Number: (937) 652-4306 *Email: kerry.brugger@ci.urbana.oh.us	

Application for Federal Assistance SF-424

***9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Pick an applicant type

Type of Applicant 3: Select Applicant Type:

Pick an applicant type

*Other (Specify)

***10. Name of Federal Agency:**

11. Catalog of Federal Domestic Assistance Number:

20.106

CFDA Title:

Airport Infrastructure Grant

***12. Funding Opportunity Number:**

*Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

***15. Descriptive Title of Applicant's Project:**

Conduct Miscellaneous Study - Hangar Roof Replacement and Section 106 Coordination Study

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance (Development and Equipment Projects)

PART II – PROJECT APPROVAL INFORMATION

Part II - SECTION A	
The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.	
Item 1. Does Sponsor maintain an active registration in the System for Award Management (www.SAM.gov)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Item 2. Can Sponsor commence the work identified in the application in the fiscal year the grant is made or within six months after the grant is made, whichever is later?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Item 3. Are there any foreseeable events that would delay completion of the project? If yes, provide attachment to this form that lists the events.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
Item 4. Will the project(s) covered by this request have impacts or effects on the environment that require mitigating measures? If yes, attach a summary listing of mitigating measures to this application and identify the name and date of the environmental document(s).	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
Item 5. Is the project covered by this request included in an approved Passenger Facility Charge (PFC) application or other Federal assistance program? If yes, please identify other funding sources by checking all applicable boxes.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
<input type="checkbox"/> The project is included in an <i>approved</i> PFC application. If included in an approved PFC application, does the application <i>only</i> address AIP matching share? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<input type="checkbox"/> The project is included in another Federal Assistance program. Its CFDA number is below.	
Item 6. Will the requested Federal assistance include Sponsor indirect costs as described in 2 CFR Appendix VII to Part 200, States and Local Government and Indian Tribe Indirect Cost Proposals?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
If the request for Federal assistance includes a claim for allowable indirect costs, select the applicable indirect cost rate the Sponsor proposes to apply:	
<input type="checkbox"/> De Minimis rate of 10% as permitted by 2 CFR § 200.414.	
<input type="checkbox"/> Negotiated Rate equal to	% as approved by _____ (the Cognizant Agency) on _____ (Date) (2 CFR part 200, appendix VII).
<i>Note: Refer to the instructions for limitations of application associated with claiming Sponsor indirect costs.</i>	

PART II - SECTION B

Certification Regarding Lobbying

The declarations made on this page are under the signature of the authorized representative as identified in box 21 of form SF-424, to which this form is attached. The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.

The Authorized Representative certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Sponsor, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Authorized Representative shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The Authorized Representative shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

PART II – SECTION C

The Sponsor hereby represents and certifies as follows:

1. Compatible Land Use – The Sponsor has taken the following actions to assure compatible usage of land adjacent to or in the vicinity of the airport:

Airport property is owned by the City of Urbana and Land Use is "499-OTHER COMMERCIAL STRUCTURES".

2. Defaults – The Sponsor is not in default on any obligation to the United States or any agency of the United States Government relative to the development, operation, or maintenance of any airport, except as stated herewith:

None

3. Possible Disabilities – There are no facts or circumstances (including the existence of effective or proposed leases, use agreements or other legal instruments affecting use of the Airport or the existence of pending litigation or other legal proceedings) which in reasonable probability might make it impossible for the Sponsor to carry out and complete the Project or carry out the provisions of the Grant Assurances, either by limiting its legal or financial ability or otherwise, except as follows:

None

4. Consistency with Local Plans – The project is reasonably consistent with plans existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

Yes

5. Consideration of Local Interest – It has given fair consideration to the interest of communities in or near where the project may be located.

Yes

6. Consultation with Users – In making a decision to undertake an airport development project under Title 49, United States Code, it has consulted with airport users that will potentially be affected by the project (§ 47105(a)(2)).

Yes

7. Public Hearings – In projects involving the location of an airport, an airport runway or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

N/A

8. Air and Water Quality Standards – In projects involving airport location, a major runway extension, or runway location it will provide for the Governor of the state in which the project is located to certify in writing to the Secretary that the project will be located, designed, constructed, and operated so as to comply with applicable and air and water quality standards. In any case where such standards have not been approved and where applicable air and water quality standards have been promulgated by the Administrator of the Environmental Protection Agency, certification shall be obtained from such Administrator. Notice of certification or refusal to certify shall be provided within sixty days after the project application has been received by the Secretary.

N/A

PART II – SECTION C (Continued)

9. Exclusive Rights – There is no grant of an exclusive right for the conduct of any aeronautical activity at any airport owned or controlled by the Sponsor except as follows:

None

10. Land – (a) The sponsor holds the following property interest in the following areas of land, which are to be developed or used as part of or in connection with the Airport subject to the following exceptions, encumbrances, and adverse interests, all of which areas are identified on the aforementioned property map designated as Exhibit "A". [1]

Airport property is owned by the City of Urbana. Title is Fee Simple.

The Sponsor further certifies that the above is based on a title examination by a qualified attorney or title company and that such attorney or title company has determined that the Sponsor holds the above property interests.

(b) The Sponsor will acquire within a reasonable time, but in any event prior to the start of any construction work under the Project, the following property interest in the following areas of land on which such construction work is to be performed, all of which areas are identified on the aforementioned property map designated as Exhibit "A". [1]

None

(c) The Sponsor will acquire within a reasonable time, and if feasible prior to the completion of all construction work under the Project, the following property interest in the following areas of land which are to be developed or used as part of or in connection with the Airport as it will be upon completion of the Project, all of which areas are identified on the aforementioned property map designated as Exhibit "A". [1]

None

¹ State the character of property interest in each area and list and identify for each all exceptions, encumbrances, and adverse interests of every kind and nature, including liens, easements, leases, etc. The separate areas of land need only be identified here by the area numbers shown on the property map.

PART III – BUDGET INFORMATION – CONSTRUCTION

SECTION A – GENERAL	
1. Assistance Listing Number:	20.106
2. Functional or Other Breakout:	Airport Infrastructure Grant

SECTION B – CALCULATION OF FEDERAL GRANT			
Cost Classification	Latest Approved Amount (Use only for revisions)	Adjustment + or (-) Amount (Use only for revisions)	Total Amount Required
1. Administration expense			\$ 3,000
2. Preliminary expense			
3. Land, structures, right-of-way			
4. Architectural engineering basic fees			22,200
5. Other Architectural engineering fees			6,500
6. Project inspection fees			
7. Land development			
8. Relocation Expenses			
9. Relocation payments to Individuals and Businesses			
10. Demolition and removal			
11. Construction and project improvement			
12. Equipment			
13. Miscellaneous			
14. Subtotal (Lines 1 through 13)			\$ 31,700
15. Estimated Income (if applicable)			
16. Net Project Amount (Line 14 minus 15)			31,700
17. Less: Ineligible Exclusions (Section C, line 23 g.)			
18. Subtotal (Lines 16 through 17)			\$ 31,700
19. Federal Share requested of Line 18			28,530
20. Grantee share			3,170
21. Other shares			
22. TOTAL PROJECT (Lines 19, 20 & 21)			\$ 31,700

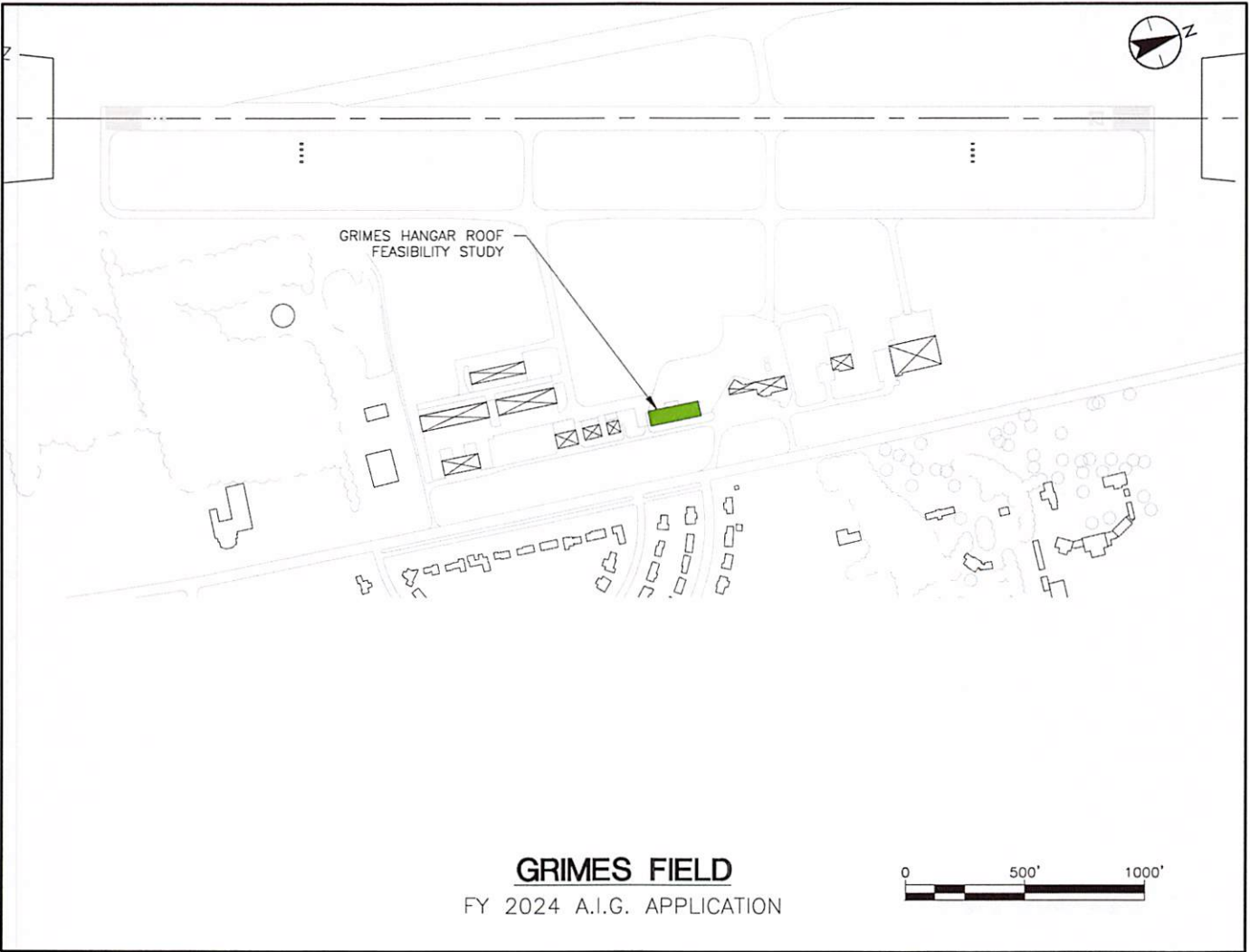
SECTION C – EXCLUSIONS	
23. Classification (Description of non-participating work)	Amount Ineligible for Participation
a.	
b.	
c.	
d.	
e.	
f.	
g. Total	

SECTION D – PROPOSED METHOD OF FINANCING NON-FEDERAL SHARE	
24. Grantee Share – Fund Categories	Amount
a. Securities	
b. Mortgages	
c. Appropriations (by Applicant)	3,170
d. Bonds	
e. Tax Levies	
f. Non-Cash	
g. Other (Explain):	
h. TOTAL - Grantee share	
25. Other Shares	Amount
a. State	
b. Other	
c. TOTAL - Other Shares	
26. TOTAL NON-FEDERAL FINANCING	\$ 3,170

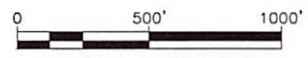
SECTION E – REMARKS (Attach sheets if additional space is required)

PART IV – PROGRAM NARRATIVE
(Suggested Format)

PROJECT: Conduct Miscellaneous Study - Hangar Roof Replacement and Section 106 Coordination Study
AIRPORT: Grimes Field
1. Objective: The City of Urbana will conduct a feasibility study to identify the repairs required to salvage the deteriorating roof of a historic hangar.
2. Benefits Anticipated: The anticipated benefit is to identify a method a estimated costs to extend the useful life of the hangar by replacing the roof while preserving the historic nature of the building.
3. Approach: (See approved Scope of Work in Final Application) The sponsor has hired a consultant to conduct a field investigation and feasibility study to determine if the historic hangar can be salvaged, cost-effectively.
4. Geographic Location: Grimes Field
5. If Applicable, Provide Additional Information: N/A
6. Sponsor's Representative: (include address & telephone number) Kerry Brugger 205 S. Main Street, Urbana, Ohio 43078 937-652-4302



GRIMES FIELD
FY 2024 A.I.G. APPLICATION



**Detailed Project Information Sheet
 Airport Infrastructure
 Grant Application**

Airport: Grimes Field

City, ST: Urbana, OH

Project Description: Conduct Miscellaneous Study - Hangar Roof Replacement and Section 106 Coordination Study

Project Justification: The City of Urbana will conduct a feasibility study to identify the repairs required to salvage the deteriorating roof of a historic hangar.

Special Circumstances: None

Project Cost Information:

Total Cost	FAA Share (90%)	Local (10%)
\$31,700.00	\$28,530.00	\$3,170.00

Type of Funding Proposed	
BIL AIG FY 2022	\$28,530

Alternate Funding Plan: None

FAA CONSTRUCTION PROJECT SCHEDULE
Conduct Miscellaneous Study - Hangar Roof Replacement and Section 106 Coordination Study

Airport: Grimes Field

Location: Urbana, Ohio

FAA AIG#: 3-39-0080-029-2024

	ITEM	DATE
1.	Consultant Selection	March-24
2.	Project Scope Identification	April-24
3.	Independent Fee Estimate	April-24
4.	Engineering Contract Executed by Sponsor	June-24
5.	Advertise for Bids	N/A
6.	Submit bid tabulation, copy of low bidder's proposal, request for FAA concurrence in award (allow two weeks for concurrence)	N/A
7.	Bid Expiration	N/A
8.	Submit FAA Grant Application	June-24
9.	Accept FAA Grant Offer	August-24
10.	Complete Feasibility Study	December-24

**COST ESTIMATE
BASED ON F.Y. 23 DOLLARS**

AIRPORT: Grimes Field Airport

DEVELOPMENT ITEM: Conduct Miscellaneous Study - Hangar Roof Replacement and Section 106 Coordination Study

WORK ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	PRICE	AMOUNT
Hangar Roof Feasibility Study	1	L.S.	\$ 22,200.00	\$ 22,200.00
Government Apps	1	L.S.	\$ 6,500.00	\$ 6,500.00
			Subtotal	\$ 28,700.00

ENGINEERING	\$28,700.00
ADMINISTRATION	\$3,000.00
TOTAL	\$31,700.00

Environmental Determination Documentation Statement

During the annual planning call, the FAA environmental specialist indicated that this project would be covered by a FAA memo to file.

Statement of Public Hearing

The City of Urbana conducts meetings on the same days and times each week of each month. The meeting dates and times are published in the local newspaper. All normal meetings of the City of Urbana are open to the public. All decisions regarding the proposed project items have been discussed in open session at normal meetings of the City of Urbana. No negative comments regarding the proposed project items have been received through the date of our pre-application submittal.

Identification of DBE Requirements

The City of Urbana does not have an approved DBE program. DBE goals will be established for each year in which we expect to receive \$250,000 or more in federal funding. Since the estimated grant amount will not exceed \$250,000, a DBE Goal will not be established for this grant this year with the FAA Civil Rights Office.

RESOLUTION NO. 2695-24

A RESOLUTION TO AUTHORIZE THE DIRECTOR OF ADMINISTRATION TO EXECUTE A TEN (10) YEAR EXTENSION (BY ADDENDUM) TO THE 2014 LAND USE AGREEMENT WITH MONUMENT SQUARE DISTRICT FOR USE AND IMPROVEMENT OF THE LOT LOCATED AT 19 MONUMENT SQUARE IN THE CITY OF URBANA (One (1) reading required, no public hearing required)

Department Requesting: Administration

Sponsor: Councilman Edwin Davis

WHEREAS, the City of Urbana owns the gravel lot at 19 Monument Square, Parcel No. K48-25-00-02-18-001-00 (hereinafter “the lot”); and

WHEREAS, on June 18, 2014, the City of Urbana entered into a Land Use Agreement (*See Exhibit A, attached hereto and incorporated herein*) with Monument Square District, a non-profit downtown business association for improvements, maintenance, and non-exclusive use of the lot; and

WHEREAS, the Land Use Agreement was for an original ten (10) year term, from June 18, 2014 through June 17, 2024, and Section 2(a) of the Land Use Agreement allows for an extension/additional term subject to City Council approval; and;

WHEREAS, it is the desire of the City to enter into an additional ten (10) year term, and because the parties do not wish to modify any terms of the Land Use Agreement, same can be accomplished by an Addendum to the Land Use Agreement, and

WHEREAS, said Addendum is attached hereto and incorporated herein as *Exhibit B*;

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

SECTION ONE:

The Director of Administration is hereby authorized and directed to execute the attached Addendum for a ten (10) year extension of the Land Use Agreement referenced herein.

SECTION TWO:

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

SECTION THREE:

This resolution shall become effective immediately upon approval by the Mayor, pursuant to Urbana City Charter, §2.15.

President, City of Urbana Council

PASSED: _____

ATTEST: _____
Clerk of Council

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

Mayor, City of Urbana

REVIEWED: *Mark W. Finster* 6/12/2024
Director of Law Date

Jumper: ____ Yay ____ Nay ____ N/A

Scott: ____ Yay ____ Nay ____ N/A

Davis: ____ Yay ____ Nay ____ N/A

Truelove: ____ Yay ____ Nay ____ N/A

Thackery: ____ Yay ____ Nay ____ N/A

Collier: ____ Yay ____ Nay ____ N/A

Bean: ____ Yay ____ Nay ____ N/A



Land Use Agreement

This Agreement is between the City of Urbana, an Ohio municipal corporation (the "City"), and Monument Square District of Ohio, Inc., a non-profit organization incorporated under the laws of Ohio ("MSD"), for the use of City real property upon the terms and conditions set forth below.

1. **Premises:** The City-owned real property is located the southeast corner of Monument Square, also known as 19 Monument Square, Parcel No. K48-25-00-02-18-001-00 (legal description attached as **Exhibit A**).

2. **Term:** The term of this Agreement is ten (10) years, June 18, 2014 through June 17, 2024.
 - a. This agreement may be extended for an additional term upon written notice signed by authorized representatives of both parties and subject to City Council approval.

3. **Usage Fee and Services:**
 - a. MSD shall pay an annual usage fee of \$1.00 dollar (\$1.00) to the City at the beginning of each year during the term.
 - b. MSD shall provide in-kind services, including but not limited to temporary and permanent improvements to the Premises.

4. **Purpose for Use:** During the term of this Agreement, MSD may use the Premises to provide an area in the downtown Urbana heritage overlay district that will honor the legacy of Urbana and Champaign County; to provide directional information to promote downtown merchants; and to offer an area for pedestrians to rest and enjoy the Premises as a park. These purposes, therefore, grant MSD nonexclusive use of the Premises and this Agreement is a land use license rather than a lease.

5. **Assignment:** This Agreement is not assignable or transferable by MSD without the prior written consent of the City.

6. **MSD's Responsibilities:**

- a. MSD shall obey all applicable federal, state, county, and city laws, rules and regulations in using the Premises.
- b. MSD shall not conduct any hazardous activity on the premises or any activity which may increase the City's insurance premium.
- c. MSD shall maintain and operate the Premises in coordination with the Director of Administration or his/her designee, including, but not limited to cleaning, waste/litter removal, planting, weeding, and snow removal at MSD's expense.
- d. MSD shall provide architectural rendering for the construction and placement of brick pavers, seating, kiosk, arbor/trellis and landscaping, that meet the Design Guidelines of the City of Urbana's - City Center Heritage Overlay District.
- e. MSD shall install electric service equipment to the property in accordance with state and local building and electrical codes.
- f. MSD shall purchase and install any required or requested signage.
- g. MSD shall be responsible for reserving/scheduling the Premises for any community organization or group desiring to use them (**See Section 4**).
- h. MSD may install surveillance equipment at its own expense upon written notice to the City Director of Administration and Urbana Police Division.
- i. All property, tangible and intangible, owned by the City, MSD or visitors to the Premises, shall be stored or kept at the Premises at the sole risk and responsibility of the individual owner of such property.
- j. MSD shall have responsibility for acquiring any necessary permits or licenses required for regulated activities, such as a temporary liquor permit from the Ohio Department of Commerce.
- k. MSD shall purchase and maintain public liability insurance in the amount of one million dollars (\$1,000,000.00) combined single limit.
- l. MSD shall ensure the premises are maintained and returned in a clean condition upon expiration of this Agreement.
- m. MSD shall be financially responsible for the cost of damages to the Premises above and beyond normal wear and tear.

7. **City Responsibilities:**

- a. City shall remove the existing white rail fence at the Premises.
- b. City shall excavate and remove existing gravel and soil to a depth of 4 inches below grade.
- c. City shall pay for electrical service to the premises once appropriate equipment is installed at MSD's expense.
- d. City shall provide brick pavers, delivered to the Premises, from existing City inventory purchased through the City Street Department.
- e. City shall maintain insurance as the property owner.

8. **Cancellation of Agreement:**
- a. The City reserves the right to cancel this Agreement upon material breach of any of this Agreement's terms, or any violation of City, state, or federal laws by MSD in use of the Premises. The City Director of Administration shall evaluate any potential breach or violation using the preponderance of evidence standard and take action accordingly. The Director may choose to give MSD an opportunity to cure nonmaterial breaches or violations of law upon written notice to MSD.
 - b. This Agreement may be cancelled upon written mutual agreement of MSD and the City prior to the end of any annual period.
9. **Indemnification:** MSD agrees to protect, defend, indemnify, and hold the City harmless against all losses, claims, demands, actions and damages, whether found in contract, tort, or strict liability, including legal fees and any judicially imposed costs, expenses and liabilities arising from any negligent or intentional act on the part of MSD, including its employees, agents and representatives, arising from the course of fulfilling the terms of the Agreement.
10. **Promotional Purpose:** The City and MSD shall not use each other's names, logos or trademarks for promotional purposes without the other party's written consent in each instance.
11. **Communications:** Any proposed oral or written communications by MSD to a third party or the general public, of any information relating to this Agreement and the Premises, whether or not such communications contain any confidential information, must, prior to release, be approved in writing by the City. Such communications are subject to Ohio public records laws.
12. **Construction:** The language used in this Agreement was chosen by the parties to express their mutual intent, and the Agreement shall be interpreted without regard to any presumption or other rule requiring interpretation of the Agreement more strongly against the party causing it to be drafted. The laws of Ohio shall govern all matters arising under or relating to this Agreement.
13. **Severability:** If any provision of this Agreement is void or unenforceable, the other provisions of this provision remain in effect, if the essential provisions of this Agreement for each party remain valid, binding, and enforceable.

14. **Notification:** All notices in connection with this Agreement shall be in writing and shall be effective upon delivery by regular or certified U.S. Mail to the following addresses:

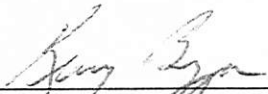
City of Urbana
Attn: Director of Administration
205 South Main Street
Urbana, Ohio
43078-0747

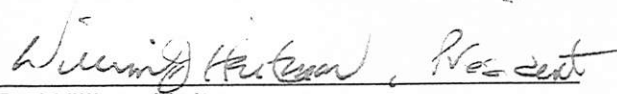
Monument Square District
Attn: President William Heitman
107 N. Main Street
Urbana, Ohio
43078-9537

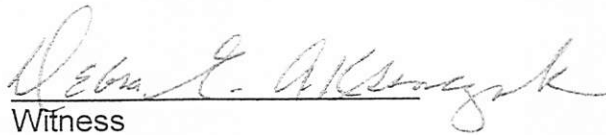
To evidence the parties' Agreement, they have executed and delivered it on June 18th, 2014.

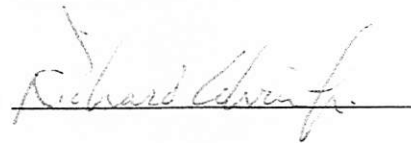
City of Urbana, Ohio

Monument Square District of Ohio, Inc.


By Kerry Brugger
Director of Administration


By William Heitman
President


Witness


Witness

Approved as to form: 
Breanne Parcels – Urbana Director of Law

RESOLUTION NO. 2424-14

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO AN AGREEMENT WITH MONUMENT SQUARE DISTRICT FOR USE AND IMPROVEMENT OF THE LOT LOCATED AT 19 MONUMENT SQUARE IN THE CITY OF URBANA. **RULES SUSPENSION REQUESTED BY ADMINISTRATION.**

WHEREAS, the City of Urbana owns the vacant gravel lot at 19 Monument Square, Parcel No. K48-25-00-02-18-001-00; and

WHEREAS, Monument Square District, a non-profit downtown business association, has proposed improvements to the lot which would benefit the City, and

WHEREAS, the Director of Administration has drafted a City Land Use Agreement negotiated with representatives from Monument Square District for improvements, maintenance, and non-exclusive use of the lot,

WHEREAS, all contracts for use of public property require City Council authorization;

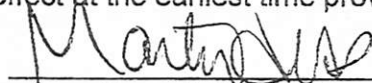
NOW, THEREFORE, BE IT RESOLVED BY THE URBANA CITY COUNCIL:

Section One: The City of Urbana approves the non-exclusive use of Parcel No. K48-25-00-02-18-001-00, located at 19 Monument Square, by Monument Square District.

Section Two: The Director of Administration is hereby authorized to enter into an agreement with the Monument Square District for the use of the public property and streets in conformity with the City's standard purchasing and contracting procedures.

Section Three: The Clerk of Council is hereby directed to send the Monument Square District a copy of this resolution to the attention of President, Monument Square District, 107 N. Main St. Urbana, Ohio 43078.

Section Four: That this Resolution shall take effect at the earliest time provided by law.

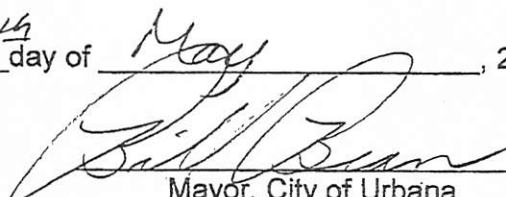


Council President

Passed: May 13, 2014

Attest: Amy Deere

This Resolution approved by me this 14th day of May, 2014



Mayor, City of Urbana

ADDENDUM
BY AND BETWEEN THE CITY OF URBANA, OHIO AND MONUMENT SQUARE DISTRICT OF OHIO, INC.

This Addendum is made to the Land Use Agreement between the City of Urbana, Ohio and Monument Square District of Ohio, Inc., executed June 18, 2014, and now amended by mutual agreement of the parties as follows:

1. Additional Term: said Land Use Agreement between the City of Urbana, Ohio and Monument Square District of Ohio, Inc., shall extend to June 18, 2034.

All other terms and conditions remain unchanged and in effect. This Addendum and any/all preceding amendments to the Agreement are hereby incorporated by reference into the original Agreement executed June 18, 2014, as if fully rewritten therein.

This Addendum was executed on _____.

City of Urbana, Ohio

Monument Square District of Ohio, Inc.

By: _____
Kerry Brugger
Director of Administration

By: _____
Vicki J. Deere Bunnell
President

WITNESS: _____

WITNESS: _____

Approved as to form:

Mark M. Feinstein, Esq.
City of Urbana Law Director