

**URBANA CITY COUNCIL  
PUBLIC HEARING  
TUESDAY, JULY 16, 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 proposals:

1. Vacating unimproved Richmond Street (20' wide)(containing 0.180 acres, of which 0.046 acres being in Section 24, and 0.134 acres being in Section 30, more or less) beginning at its intersection with Railroad Street (40' wide) and legally described within the description and detailed within the plat submitted to supplement the original petition filed by Bryan S. Hunt, legal counsel and authorized representative for the petitioner, Urbana Ohio Investors Group 2, LLC
2. Approving and adopting the Urbana North Main Street Corridor Plan as an official planning guide of the City of Urbana, Ohio.

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**URBANA CITY COUNCIL  
REGULAR SESSION MEETING**

**July 16, 2024**

**(To be held in the Training Room on the 3<sup>rd</sup> Floor of the Municipal Building)**

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**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**
  - **Jackie Yeoman, Burton Planning – North Main Street Corridor Plan Presentation**
  - **Approval of Minutes:** Urbana City Council Regular Meeting Minutes of July 2, 2024.
  - **Communications:**
    1. City of Urbana Shade Tree Commission Minutes from May 9, 2024 (See Attached)
    2. City of Urbana 2<sup>nd</sup> Quarter 2024 Division Activities Report (See Attached)

**Board of Control:**

1. The Board of Control recommends Council increase purchase order number 2024-00504 to Peterson Construction in the amount of \$5,750.00 for additional Spaans Babcock site services associated with the replacement of the upper and lower bearings on two screw pumps at the Water Reclamation Facility. This expense will be charged to the Sewer Fund and is in the 2024 budget. **VOTE: 3-0**
2. The Board of Control recommends Council increase purchase order number 2024-00562 to R. B. Jergens Contractors Inc. in the amount of \$98,993.81 for Change Order #25 – Acceleration Agreement for the South High Street project. This expense will be charged to the OPWC Loan. See attached. **VOTE: 3-0**

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

**Ordinances and Resolutions**

**Old Business:**

**Third Reading:** None

**Second Reading:**

**Ordinance 4608-24:** An ordinance to vacate unimproved Richmond Street (20' wide)(containing 0.180 acres, of which 0.046 acres being in Section 24, and 0.134 acres being in Section 30, more or less) beginning at its intersection with Railroad Street (40' wide) and legally described within the description and detailed within the plat submitted to supplement the original petition filed by Bryan S. Hunt, legal counsel and authorized representative for the petitioner, Urbana Ohio Investors Group 2, LLC. (Three (3) readings and public hearing required)

**Ordinance 4609-24:** An ordinance to approve and adopt the Urbana North Main Street Corridor Plan as an official planning guide of the City of Urbana, Ohio. (Three (3) readings and public hearing required)

**\*\*Note:** To view the full plan document with appendices (325 pages) follow the link below:

[https://www.urbanaohio.com/uploads/1/2/4/6/124631710/urbana\\_northmain\\_corridor\\_plan\\_2024\\_0520\\_finaldraft.pdf](https://www.urbanaohio.com/uploads/1/2/4/6/124631710/urbana_northmain_corridor_plan_2024_0520_finaldraft.pdf)

**New Business:**

**Second Reading:** None

**First Reading:**

**Resolution 2696-24:** A resolution of financial commitment and support for the Lawnview Board of Directors planned Phase II of the Inclusive Playground at Melvin Miller Park. (One reading required)

**Resolution 2697-24:** A resolution to authorize the Director of Administration of the City of Urbana to prepare and submit an application for the Park Avenue storm sewer project and to

participate in the Ohio Public Works Commission (OPWC) State Capital Grant Program; to authorize the mayor to execute contracts as required; and to authorize the Director of Finance to commit and appropriate local match funding for this project. (One reading required)

- **Department Liaison Reports:**
  
- **Miscellaneous Business:**
  1. Council
  2. Administration
  3. Council Clerk
  
- **Next Meeting:** Work Session - Tuesday, July 23, 2024
  
- **Adjourn**

**URBANA CITY COUNCIL  
REGULAR SESSION MEETING  
TUESDAY, JULY 2, 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, Police Chief Matt Lingrell, and Fire Chief Dean Ortlieb

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

**Minutes**

Ms. Truelove moved to put the minutes of June 18, 2024 on the floor for discussion and possible approval. Ms. Jumper seconded.

No comments/questions from Council regarding the minutes.

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

**Communications:**

1. Affordable Gas + Electric's June 24, 2024 Press Release: New Electric Aggregation Rates to Begin in December (see attached)

Council did not move to remove the communication from the Consent Agenda.

**Administrative Reports – Board of Control:**

1. The Board of Control recommends Council increase blanket purchase order number 2024-00359 to Cherokee Run Landfill in the amount of \$10,000.00 for sludge disposal. The blanket purchase order was approved for \$50,000.00 by Board of Control earlier this year. This expense will be charged to the Sewer Fund and is in the 2024 budget.

**VOTE: 3-0**

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

Ms. Boettcher stated that when the water reclamation facility is unable to land apply sludge, it has Cherokee haul the sludge away. She added that if the City is unable to land apply the sludge in the fall after the crops come off, this amount would cover the costs.

No comments/questions from Council.

Roll call on approval: Mr. Davis, yes; Ms. Truelove, yes; Mrs. Collier, yes; Mrs. Bean, yes; and Ms. Jumper, yes.

Passes 5-0.

**Citizen Comments:** None

## **ORDINANCES AND RESOLUTIONS**

### **Third 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)

Mrs. Collier moved to put this ordinance on the floor for discussion and possible passage. Ms. Jumper seconded.

Ms. Boettcher stated the City is looking at estimated revenue of \$8.5 million and expenditures of \$8.3 million for 2025. She added that the City does this every year in preparation for appropriations in the fall.

Mrs. Bean thanked Ms. Boettcher in her preparation of this matter.

Roll call on approval: Ms. Truelove, yes; Mrs. Collier, yes; Mrs. Bean, yes; Ms. Jumper, yes; Mr. and Mr. Davis, yes.

Ordinance passes 5-0.

**Second Reading:** None

### **First Reading:**

**Ordinance 4608-24:** An ordinance to vacate unimproved Richmond Street (20' wide)(containing 0.180 acres, of which 0.046 acres being in Section 24, and 0.134 acres being in Section 30, more or less) beginning at its intersection with Railroad Street (40' wide) and legally described within the description and detailed within the plat submitted to supplement the original petition filed by Bryan S. Hunt, legal counsel and authorized representative for the petitioner, Urbana Ohio Investors Group 2, LLC. (Three (3) readings and public hearing required.)

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

Mr. Brugger stated this ordinance involves lot splits and clarifying parcels. He stated that a portion of Richmond Street was never developed by the City. The City has been working with a developer's attorney and the City has no public use in these sections. He stated the City agrees that it makes sense to vacate the described length.

Ms. Truelove thanked Mr. Brugger for clarifying. She stated she now understands what is going on.

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

**First Reading:**

**Ordinance 4609-24:** An ordinance to approve and adopt the Urbana North Main Street Corridor Plan as an official planning guide of the City of Urbana, Ohio. (Three (3) readings and public hearing required)

Mrs. Collier moved to put this ordinance on the floor for discussion. Ms. Truelove seconded.

Mr. Brugger stated the summary of 54 pages gives you the guts of the project. He stated the City wanted to address zoning and land use along North Main. He explained this is more of a snapshot of what could be done as opposed to what you have today with the current mixed uses. She summarized the project as more of a planning tool.

Ms. Truelove stated she likes the plan and is excited. She hopes to live long enough to see it happen.

Mrs. Bean stated it is going to be a really good tool.

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

**Department Liaison Reports:** None

**Miscellaneous Business:**

Ms. Truelove thanked the street crew for filling in her space. She added it is a lot better with the trucks going through.

Mrs. Bean stated that June 25<sup>th</sup> was the Special Olympics run. CRSI went out with about 35 people to cheer them on.

Chief Lingrell stated the second annual Citizens Police Academy will start on September 5. He urged everyone to spread the word.

Chief Ortlieb gave kudos to UPD for Safetytown. He enjoys participating in that. He also added that inspectors will be at the fireworks on July 6<sup>th</sup> the entire time to make sure they are in compliance.

Mr. Brugger stated that Public Works has been working on sewer and water digs and will hopefully have everything caught up by end of the month. He stated the City has finished chip sealing at the cemetery. It required a lot of asphalt that people wouldn't necessarily recognize. He added that the asphalt paving for Lincoln & Lafayette should take place in about two weeks.

Ms. Truelove asked what the City was doing on Gwynne street currently. Mr. Brugger answered curbs and gutters.

Mr. Feinstein also wanted to plug the citizens' police academy. He stated the Law Department's Executive Assistant partook last year.

Mayor Bean stated that on July 4<sup>th</sup>, the 26<sup>th</sup> annual car show and Rotary Club BBQ chicken will be held. He stated that fireworks will be held on July 6<sup>th</sup> at Grimes Field. Finally, he stated that on July 13<sup>th</sup>, the City will have the Art Affair on the Square in conjunction with second Saturday.

Mr. Brugger added that during the week of July 8<sup>th</sup> the contractor at the airport will begin work on the taxi lane project.

President Paul stated there has been a request for work session on different day than regular Council meetings to talk about the overlay district. He stated there has been questions around signage and window covers. Council decided to hold a work session on July 23<sup>rd</sup>.

Ms. Jumper moved to adjourn. Ms. Truelove seconded. Voice vote on approval: all ayes, nays none. Motion passes 5-0.

**ADJOURNED AT 6:21 p.m.**

**NEXT SCHEDULED MEETING**

July 16, 2024 at 6:00 p.m.

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Council Clerk

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Council President

## City of Urbana Shade Tree Commission Minutes-May 9, 2024 at 5:00 PM (183)

### **Roll Call and Introductions:**

Present: Stephanie Truelove; Lynn Mintchell; Jim Lemon; Doug George; Donna Finkbine; Tracy Brock  
Absent: Doug Crabill

Guest Speaker: Kerry Brugger

### **Reading and Approval of Minutes (4/11/2024)**

The minutes from the April 2024 meeting were reviewed. Stephanie Truelove motioned to accept the minutes, and Doug George seconded this motion.

April 2024 minutes were approved 6-0.

### **Old Business:**

Memorial Tree Program: Continual project; trying to coordinate GPS location for memorial trees. We will need to assemble a team for routine monitoring of markers and/or tree damage. Doug Crabill will try to coordinate a memorial tree work day.

The Annual Central Ohio Tree City Awards meeting was held May 9, 2024. Doug Crabill nor Jim Lemon was available to attend. Our Urban Forester for Central Ohio, Alistair Reynolds will be sending our award and signs for Tree City USA.

2023 Tree City USA Application Update: Doug submitted the paperwork for Tree City in December. Submission for a Growth Award was deferred until this year.

### **New Business:**

Kerry Brugger spoke and handed out copies of an update on the Greenwood Arboretum at Oak Dale Cemetery.

Silver Linden bare root trees were planted this spring at Oakdale and are doing well.

No change in the street tree inventory. Once completed, a report will be posted on the Tree Commission page on the City Website.

Watering and mulching are still on the list to do as needed.

Bare Root planting for spring 2025 potentially purchasing from Schichtel's Nursery again if all goes well with last purchase.

**Meeting adjourned:** Motion to adjourn made by Lynn Mintchell and seconded by Stephanie Truelove. All in favor.





**TO** Mayor Bill Bean and Members of Urbana City Council  
**FROM** Staff  
**SUBJECT** Division Activities Report  
April - June

**DATE:** July 10, 2024

## **PARKS AND RECREATION DIVISION**

### **Overview**

- Complete spring cleanup at parks, airport and city grounds.
- Assemble and engage both Park and Airport grounds Division's seasonal employees to begin training and work for the 2024 season.
- Begin seasonal responsibilities at Airport with a slightly different approach.
- Complete field prep for baseball and softball season.
- Open park seasonal restrooms for the year.
- Begin and complete YMCA recreational baseball and softball season for youth 3-15 years of age;
  - 258 participants in total
- Begin and complete club baseball and softball along with travel baseball season for youth 8-13 years of age;
  - consisting of 8 teams with around 90-100 players
- Host another Urbana High School Boys Tennis Season at the Melvin Miller Tennis Courts.
- Prepare grounds and facility for another pool season.
- Prepare and see thru 4<sup>nd</sup> Annual Healthy Kids Day at Melvin Park on June 8<sup>th</sup>;
  - This event included
    - ✓ Several recreation baseball and softball games
    - ✓ 30 vendors from around the surrounding area
    - ✓ Urbana Police Dept
    - ✓ Urbana Fire Dept
    - ✓ Fun race
    - ✓ Bounce House
- Host Champaign County Arts Counsel- "Sounds of Summer" on June 14<sup>th</sup> along with the Monument Square District's- Rock the Monument 4 Miler.
- Continue to trim street trees around the city in addition to several Melvin Miller park trees.
- Remove pond fountain, clean up and send off for repair.
- Replace vandalized Barbara Howell Basketball backboards with new with help from the Facilities Division.
- Prepare Barbara Howell Park for 3<sup>rd</sup> annual Juneteenth Celebration event.
- Host several building and field rentals along with several Disc Golf events.
- Continue daily responsibilities of building and grounds maintenance and upkeep.

## **AIRPORT**

- The Taxilane Rehabilitation project has been delayed due to weather. A new start date of July 8<sup>th</sup> has been assigned.
- An ODOT grant application has been submitted for an AWOS and Rotating Beacon replacement.
- An FAA grant pre-application for the Grimes Hangar Roof Feasibility Study has been submitted.
- Grimes Field has begun aircraft tracking and billing with Vector Airport Systems effective May 1st.
- The airport has officially taken ownership of Building 1, previously known as the Damewood Building, effective April 24th. The building continues to be rented to Mid America Flight Museum.
- The airport's leases continue to be re-evaluated, with rent increases as necessary.
- The airport is hosting its first Fireworks Festival on July 6<sup>th</sup>. Over 20 vendors, family activities, and music will be a part of the festival. No Balloon Festival will be taking place this year.

- Midwest Corporate Air, Inc. has signed a hangar lease, effective June 1<sup>st</sup>, bringing the busiest flight school in Ohio to Urbana’s front door.

**Future Planned Events**

- The Vietnam Wall has been scheduled to return to Urbana in June 2026.
- Commemorative Air Force will visit August 1<sup>st</sup> and 2<sup>nd</sup>.
- 2024 MERFI and Car Show will be on August 17<sup>th</sup>.
- Fireworks at the airport will be on July 6<sup>th</sup>, with the Rotary’s Chicken BBQ continuing on the 4<sup>th</sup>.
- Ageless Aviation Dream Foundation flights to be held on June 25<sup>th</sup>.

**Future Planned Projects:**

- Building identification signs for all airport structures
- Airport Beacon Replacement
- AWOS Replacement
- Grimes Hangar Roof & Siding evaluation and repair/replacement
- Airport Master Plan Update
- Flight school improvements
- Terminal Building Maintenance & Development
- Airfield Signage replacements
- Airfield Lighting Update

**FIRE DIVISION**

**News**

- Firefighter Crain obtained a fire officer I certification.
- Firefighter Flora became a State certified live fire instructor.
- Lieutenant Joyce became a State certified fire instructor.
- Firefighter Reid became a certified child passenger safety technician.
- The division’s new medic is scheduled to go in service in July.
- The division logged 874 hours of training for the quarter.
- 58 community members received CPR training through the division.
- 11 car seats were inspected and/or installed during the quarter.

**Administrative**

<b>2<sup>nd</sup> Quarter Inspections by Inspection Type</b>	
	<b>Amount</b>
Building	165
Complaint	10
Day Care	1
Fire Alarm	25
Fire Protection	17
Food Truck/Festival	23
General	11
New Business	1
Occupancy	2
Plan Review	6
Pre & After School Programs	3
Re-inspection	279
<b>Total</b>	<b>543</b>

Operations

2 <sup>nd</sup> Quarter Incidents			
Incident Type	Amount	Daily Average	Daily Average Year to Date
EMS	539	5.86	6.35
Fire	77	.84	.80
Rescue	75	.82	.76
<b>Totals</b>	<b>691</b>	<b>7.51</b>	<b>7.91</b>
Multiple incidents in progress	101	1.10	1.35
Transports	407	4.42	4.81
Mutual aid received	17	.18	.20
Mutual aid given	23	.25	.21

EMS/Fire District Statistics

2024 Concord Township Incident Statistics								
Quarter	EMS	Avg	Fire	Avg	Rescue	Avg	Total	Avg
1st	6	0.1					6	0.1
2nd	4	0.0					4	0.0
3rd		0.0					0	0.0
4th		0.0					0	0.0
<b>Total</b>	<b>10</b>	<b>0.1</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>10</b>	<b>0.1</b>

2024 Salem Township Incident Statistics								
Quarter	EMS	Avg	Fire	Avg	Rescue	Avg	Total	Avg
1st	9	0.1	3	0.0	2	0.0	14	0.2
2nd	11	0.1	1	0.0	8	0.1	20	0.2
3rd		0.0		0.0		0.0	0	0.0
4th		0.0		0.0		0.0	0	0.0
<b>Total</b>	<b>20</b>	<b>0.1</b>	<b>4</b>	<b>0.0</b>	<b>10</b>	<b>0.1</b>	<b>34</b>	<b>0.2</b>

2024 Urbana Township Incident Statistics								
Quarter	EMS	Avg	Fire	Avg	Rescue	Avg	Total	Avg
1st	95	1.0	22	0.2	13	0.1	130	1.4
2nd	93	1.0	11	0.1	12	0.1	116	1.3
3rd		0.0		0.0		0.0	0	0.0
4th		0.0		0.0		0.0	0	0.0
<b>Total</b>	<b>188</b>	<b>1.0</b>	<b>33</b>	<b>0.2</b>	<b>25</b>	<b>0.1</b>	<b>246</b>	<b>1.3</b>



## **PUBLIC WORKS**

### **STREET DIVISION**

The City of Urbana Street Division is responsible for maintaining 134 lane miles of streets within the city limits; it also assists all other public works divisions, as needed, for the common goal of one unified team in serving the citizens of Urbana. Other responsibilities under its umbrella include, but are not limited to: special event set-ups; snow and ice management/snow plowing and salting; storm clean-up; maintaining all street signs and traffic light systems; asphalt repair program for all utility cuts; the operation of all heavy equipment. and street sweeping.

#### **Street sweeper operations**

- 29.59 tons of sweeper debris collected from city streets.
  - ✓ 118 hours total broom time was logged.
  - ✓ Disposal cost \$3126.48

#### **Bulldozer Repair**

- Major transmission and clutch repairs were completed on our 37-year-old John Deere bulldozer during the 1<sup>st</sup> quarter of 2023. Unfortunately, those repairs did not last and the dozer is currently inoperable once again.

#### **O.U.P.S. tickets for utility locates**

- 4/1/2024 thru 6/30/24 responded to 1,165 tickets for locating underground utilities.
  - ✓ This is an average of 89.6 tickets per week.

#### **Street light outages**

- Reported and logged a total of 6 street light outages and/or issues to Miami Valley Lighting for repair.

#### **Chemical Application**

- Chemical spray of selected areas throughout town (around sign posts, bridges, etc.) have been sprayed to kill vegetation which assists our roadside and reach arm mowing operations.

#### **Sewer, water and storm water divisions**

- The Street Division logged a total of 575-man hours, 5.5 overtime hours and 506.5 equipment hours assisting these divisions with service digs and other projects.

- **Asphalt Restorations**

Restorations to utility dig areas is 90% complete. Team members from Street, water and sewer have restored 22 dig locations through-out the city.

Numerous locations throughout Oakdale Cemetery were dug out and asphalt restorations were completed ahead of the chip seal program.

- **Traffic Lights**

During the conflict monitor testing by Security Fence, the unit at E. Lawn and Scioto Street was determined to be faulty. It has since been replaced with a new traffic light conflict monitor at a cost of \$1610.00.

We received five used traffic light controllers from ODOT at no charge which we will have available as back-up units when one of our controllers fails.

Signal at E. Lawn Avenue and E. Ward Street was put on flash on 4/22/24 as the first step of the study for the signal removal process. Stop signs were erected for east and westbound traffic on Ward Street and line of sight issues were addressed at this intersection as well. The second step of the study will be on or after 7/22/24 when the light will be turned off and the signals will be bagged.

- **Special Events**  
There were 15 special events logged in the second quarter with many requiring some type of assistance from the Street Division.
- **Training**  
EJ Prescott and Flexible Pavements of Ohio each put on a basic training session for public works in the areas of trench safety and asphalt and restoration techniques.
- **New Dump Truck Specifications**  
Meetings and research are in process to select a manufacture and the up fitter for a new dump truck, which is in the Division's budget for 2024.
- **Catch Basin Replacements**  
Numerous catch basins on Lincoln Place and Lafayette Avenue were either replaced or repaired. This was completed ahead of DL Smith Concrete's ADA ramp, curb and sidewalk project.
- **New Hire**  
Aaron Adams began his probationary period on the street team on June 24<sup>th</sup>. Aaron is a recent graduate of Mechanicsburg HS and Ohio Hi Pointe in Bellefontaine. We are excited to be back to full staff numbers and anxious for Aaron to learn the various things we do and how we do them in the street department.

#### **Looking Ahead into the 3rd Quarter 2024**

- Visual inspections of all hanging signs and traffic lights looking for wear and damaged parts will begin.
- Second Saturdays and Art Affair event 7/13/24 will require detour set up and tear down for the closure of N. Main Street.
- Yellow curb painting in residential areas.
- Chemical spraying and reach arm mowing will continue.
- Continue the process of eliminating the traffic signal at Ward Street and E. Lawn Avenue. July 22<sup>nd</sup> is the target date to turn the flashing light off and bag the lights.
- Street sweeping will be ongoing.
- The street department will continue to be prepared and ready to act and respond to any and all calls, both urgent and routine, requiring our services within the City of Urbana.

#### **WATER RECLAMATION FACILITY (WRF)**

- Operated 2,233 consecutive days with no NPDES permit violations.
- Operated for 1,943 consecutive days without a lost-time accident.
- Treated 171.74 MG of wastewater in the 2nd quarter of 2024.
- Accepted 2.1 MG of domestic septic tank waste in the 2nd quarter of 2024.
- Recorded 14.19" of precipitation in the 2<sup>nd</sup> quarter of 2024. Currently this is 0.42" above the 30 year monthly average and 5.0" above the 30 year annual total average.
- Disinfection season began May 1<sup>st</sup>, 2024. The WRF is required to disinfect effluent wastewater from May 1<sup>st</sup> to October 31<sup>st</sup> of each year.
- RG trucking hauled 169 dry tons of biosolids from the WRF in the 2<sup>nd</sup> quarter of 2024
  - 49.7 dry tons hauled to Cherokee Run Landfill due to wet weather conditions
  - 119.7 dry tons hauled for land application use
- The Industrial Pretreatment Group sampled and inspected all of the local industries that are part of the current pretreatment program.
- OEPA conducted a routine Pretreatment Audit Inspection of Urbana's pretreatment Program during the 2<sup>nd</sup> quarter of 2024
- (2) of the WRF influent screw pump bearings were replaced during the 2<sup>nd</sup> quarter. This was a large job completed with the help of Peterson Construction. Plans for the 3rd and final pump bearings to be replaced in 2025
- Both WRF digestors were temporarily taken out of operation for maintenance and cleaning. Synagro Biosolids Recycling was onsite for the tank cleaning to remove the solids, grit, and debris from the tanks.

### **Compost Facility**

- Urbana's Compost Facility opened March 18th for the 2024 season
- Collected approximately 2,750 cu/yds of compost material in the 2<sup>nd</sup> quarter of 2024
- OEPA and Champaign County Health Department inspected Urbana's compost facility during the 2<sup>nd</sup> quarter of 2024

### **WATER DIVISION**

#### **Flow information:**

April – 49.2888 Million Gallons  
1.6430 Million Gallons Average Daily Flow

May – 54.2282 Million Gallons  
1.7493 Million Gallons Average Daily Flow

June – 53.8168 Million gallons  
1.7398 Million Gallons Average Daily Flow

(All water treatment plants and distribution system are EPA compliant)

#### **Revenue & Expense**

##### **As of 06/30/2024**

Budget Amount \$2,917,144.77  
Month to Date Expense \$122,057.75  
Year to Date Expense \$1,172,906.98  
Encumbered Balance \$299,887.02  
Unencumbered Balance \$1,444,350.77

#### **Water Department Personnel Completed:**

- 3 hydrants repaired/replaced
- 1 new employee hired (replacement)
- 0 water Main Breaks
- 9 Service Lines Repaired or Replaced
- 1164 OUPS tickets located
- City Pool filled and opened
- 2 large leaks found with new leak detection equipment
- Lots of Vac Jobs for curb box reinstalls
- Finished flushing hydrants for the 2023 year
- Gwynne Street Water Tower was washed out
- 40 meters changed out and will be tested for accuracy
- East Water Tower was washed out
- Started Restoration from water repairs
- Completed mowing the 29 well field grass

#### **Projects that we are working on:**

- Valve Exercising
- New booster station project
- Locating all water Valves and Customer service valves (GPS/GIS Program)
- High street project
- Leak detection with data loggers
- RR Street Storm Project
- Assisting other departments with their projects
- Assisting with asphalt repairs for water breaks

#### **Upcoming Projects:**

- Booster station Start up
- Lead line inventory
- painting the 29 wells

- hydrant flushing
- Water leak testing and locating
- Lead and Copper sampling

## **FACILITIES**

- Staff continues to maintain the city's multiple locations.
- Responded to 130 work orders. This is average per quarter. Average cost per W/O \$147.79. Total hours spent on W/O 416. These are non-preventative and preventative maintenance requests; continue to perform monthly PM's on the HVAC units, elevator; fire extinguishers; exit lights; garage doors and City vehicles. Total Cost for the quarter: \$19,082.36
- We are in full swing of the City Pool season. We have been maintaining pool equipment.
- Painted dumpster enclosure at the Airport.
- Continue to replace multiple inside lights with new LED bulbs citywide.
- Replaced over 8 decorative light bulbs.
- Removed damaged ceiling in the flight school and replaced with new wood; painted new wood; and replaced light fixtures
- Replaced lighting and electrical wire in Hanger 2 to bring it up to code.
- Completed room inspections on all buildings at the airport. T-hangers A&B had some small leaks; tightened loose screws and caulked visible leaks.

### **Govdeals**

- We listed 11 items in the 2<sup>nd</sup> quarter. Averaging \$745.00 per item and totaling \$8,420.00

## **SEWER MAINTENANCE**

- Sewer Maintenance recorded 17 calls/ backups and 6 sanitary digs.
- 1164 OUPS-811 tickets. Decrease of 10% over last year 2<sup>nd</sup> quarter.
- Continue to perform sewer lateral camera inspections free of charge to city residents.
- Recorded 10 camera inspections for residents.
- Cleaned over 48,000 Feet of Sanitary and Storm Sewer mains. Increase of 200%
- Inspected over 35,000 feet of Sanitary and Storm Sewer mains. Increase of 120%
- Performed over 30 hydro excavations, total of 70-man hours.
- Sewer Maintenance staff continues maintaining the collection system and pump stations.
- Continue to maintain the Blower system at the closed landfill. Staff checks the blowers daily and performs maintenance as necessary. Contractor monitors gas readings quarterly.
- We installed two additional sump pits and fixed two wells at the landfill.
- Completed the 2<sup>nd</sup> quarter grease trap inspections. We had two non-compliant inspections.
- Assisted the Street Division with multiple City utility asphalt repairs. This includes milling of the street, traffic control, Hauling hot asphalt, etc...
- Continue to pump water and haul from the 29 Water Plant to the WWTP.
- Assisted RB Jergens on multiple occasion's on S. High Street project with Sanitary and Storm Sewer.
- Assisted Facilities with multiple projects throughout the City.
- Sewer staff continues to attend monthly Continuing Education trainings required by OEPA.

## **ENGINEERING**

- Projects ongoing from 2023.
  - South High Street Improvements – This project improves the existing street from SR 55 to Miami Street via roadway, drainage, pedestrian and bicycle additions or alterations. Traffic calming and a cross-section of water and sanitary replacement are also designed. The City opened bids in May 2023 with R.B. Jergens Contractors, Inc. as the only bidder at \$6,733,425.85. This project was awarded approximately \$5.0 million through federal grants (\$1.9 million was added in early 2024 to the original \$3.1 million) and another \$600,000 through OPWC. The City will also use ARPA grant funding in the amount of \$1.2 million for the utility portions of the project. There is also approximately \$2.3 million in OPWC loan funding at 0% interest available, although the City hopes to use less than half of this. Construction continued with underground utility installation between Hovey and the university entrance this past quarter. Concrete sidewalk, curb and gutter was also installed from Reynolds to Thompson. The first three blocks north of Reynolds have been completed except for surface course paving and striping.
  
- New projects in 2024.
  - 2024 Sidewalk, Curb and Gutter Replacement Program – The City contracted with DL Smith Concrete after a competitive bid process to do sidewalk, curb and gutter piecemeal replacements along Gwynne Street, Lincoln Place and Lafayette Avenue. The total contract value was \$288,895.00, and also included curb ramps. DL Smith Concrete is finishing up the work in early July, ahead of their 7/12/24 completion date.
  - 2024 Asphalt Program – The asphalt program bid in late-March, having an engineer’s estimate of \$724,000 and a lowest bid price of \$599,866.85 (A&B Asphalt, Corp). Street paving work will take place sometime between mid-July and early October. Local streets that will be paved are as follows: Gwynne Street, Lafayette Avenue, Lincoln Place, Westview Drive, North Drive and two sections of Julia Street. There is also one alley north off Gwynne Street to pave. No ODOT paving is planned for this year.
  - 2024 Crack Sealing Program – The crack sealing program bid in mid-March, having an engineer’s estimate of \$49,000 and a lowest bid price of \$38,111.84 (Russell Standard Corporation). Work was completed in May. Local streets that were crack sealed included the following: Childrens Home Road, East Lawn Avenue, Bloomfield Avenue, Julia Street, E. Light Street, W. Light Street, Freeman Avenue, Scioto Street, S. Walnut Street, College Street, Thompson Street, Lincoln Street, W. Powell Avenue, E. Powell Avenue and W. Broadway Street. Additionally, since Urbana Township had a share of Childrens Home Road and East Lawn Avenue, the City bid Post Road crack sealing for them and it too was completed. The final payment amount for the City of Urbana was \$36,152.10. This excluded the township cost of \$6,883.24.
  - 2024 Striping Program – Repainting faded street markings along US 36 East, Scioto Street (SR 29 East), N. Oakland Street, Childrens Home Road and East Lawn Avenue was the goal of this program. Bidding occurred through Miami Valley Communication Council in a cooperative bidding process with 13 participating cities. The City of Urbana’s lowest and best price was from First Star Safety for \$13,680.58, who completed the work in June. The final invoice amount was under the bid amount at \$11,559.33.
  - In addition to the above street maintenance projects, the City has contracted with the Champaign County Engineer’s Office to perform chip seal and fog seal over all of the Oak Dale Cemetery driveways and repair work (Durapatch, rolled-in cold mix, chip seal strips, crack fill) on James Avenue. Utilizing them through force accounting helps save the City money. Fog seal has not been used in the City before, but is a helpful treatment used by the County to seal stone in place after a chip seal. The overall cost of these two locations is estimated to be \$48,993.40 and work will take place in early July.
  - Railroad Street Storm Project – The Railroad Street Storm Project has been awarded a CDBG Critical Infrastructure grant of \$470,000. The goal of the Stormwater Utility Committee upon initial formation was to have one large project every five (5) years or so, and this project will be the first major one. The total as-bid project cost is \$1,335,034 (Tom’s Construction, Inc.), which is about \$30,000 under the Engineer’s Estimate. The contractor started in June with clearing and utility relocations on Railroad Street, Union Alley, Gwynne Street and Pindar Street ahead of the



installation of the large-diameter storm pipe. Mitigating some flooding in the northwest neighborhood by eliminating a pinch-point in the current stormwater system is the goal of this project. Project completion is by the end of August.

- Major designs in progress.
  - Ohio Bridge Partnership Program funding was obtained in 2021 for the W. Court Street Bridge Replacement project. The project will replace a 100-year-old plus structure with new 96" piping. The engineer's estimate for this 2025 construction project is \$561,497. The initial grant was for \$379,500, but an additional grant has been added to this through the federal STBG program and LUC for \$168,570. Compass Infrastructure Group has completed Stage 3 design with Final Tracings design due soon. The right-of-way acquisition process is underway with negotiations happening currently.
  - The City obtained a grant in 2022 for engineering design services on two bike trail crossings in Urbana; this grant totaled \$44,900. In 2023 and 2024 we added another \$68,140 to that grant total for right-of-way services, acquisition and construction. The affected crossings are the Simon Kenton Trail's intersection with Miami Street and with N. Main Street. The objective at Miami will be to add RRFBs at the crosswalks like we have downtown while the objective at N. Main is to add the same, move the trail crossing further north away from the railroad, reduce the crossing distance and eliminate the first block of Laurel Oak Street. Urbana was also awarded an ODOT Systemic Safety Grant in 2022 for the construction end of this project, totaling \$542,000. The City has LJB performing the design work and right-of-way plans; they will submit Stage 3 plans in July. Right-of-way acquisition is ongoing, with Dunrobin performing real estate services on behalf of the City.
  - Concrete replacement for the fire aprons and municipal building frontage along E. Market Street is scheduled for continued design and hopefully construction in the third and fourth quarter of this year. Bidding this work has kept getting pushed back due to other pressing matters in Engineering.
  - Engineering assisted in the qualifications-based selection of Environmental Engineering Services (EES) for the design of a replacement force main from Norwood Avenue to Parker Trutec (Upper Valley Pike). This is approximately 5 miles long with goals to upsize the current line from a 5" to a 6" line and connect the Water Treatment Plant discharge.
- Miscellaneous
  - Private projects, such as Dollar General (N. Main and Dellinger), Seth's Produce and Garden Center, Champaign Aviation Museum, Dugan Place, Crossway Vineyard Church, Starbucks, Willman Building, Skylight Lofts and 1300 S. US Hwy. 68 (Howell), garnered attention during the second quarter.
  - A Traffic Signal Study through LUC/Clark TCC was completed just prior to our June application deadline for the Small Cities Grant program (ODOT). It entailed intersection turning movement counts for signal warrants. This led to a focus on the east/west signalized corridor of Urbana where structural analyses of the existing poles and mast arms took place along with inventorying of the signal boxes. Burgess and Niple completed the study by estimating costs for the full replacement of nine traffic signals. This is what Engineering and Community Development applied for through ODOT's Small Cities Grant program.
  - Clay Miller, engineer technician, continued managing sidewalk, curb and gutter projects. This primarily consisted of Lincoln Place, Lafayette Avenue and Gwynne Street where paving will occur later this year. Clay also marked and Engineering then sent sidewalk repair letters to the N. Main Street corridor in anticipation of US 68 paving in 2025. Clay also began looking at concrete and documenting addresses for streets in the first ward where our 2025 paving program will concentrate. Michelle Troyer, office manager, is managing some of the office side of the Sidewalk, Curb and Gutter program along with keeping our patching logs up to date. Michelle has also taken on New Construction Compliance tracking for larger projects that have been assigned a zoning permit. The goal is to give those individuals or companies building in Urbana a central contact/dispatcher for inspections and other questions during the life of their project.

## **COMMUNITY DEVELOPMENT**

- Burton Planning Services continued with the community/land use planning process for the development of the North Main Street Corridor Plan, and a final draft of this planning document was published in May of 2024 upon the conclusion of the public comment period. The overall long-term goal of the plan is to guide future development and redevelopment opportunities along North Main Street from Gwynne Street/Washington Avenue to Grimes Circle. On May 28, 2024, the City of Urbana Planning Commission recommended adoption/approval of the North Main Street Corridor Plan to Urbana City Council. Starting in July, Urbana City Council will be considering legislation to adopt/approve the North Main Street Corridor Plan with a public hearing scheduled for the second reading. This plan outlines six goals: 1) Establish a mix of uses appropriate for the area including retail shops, restaurants, professional services (medical offices, accountants, etc.), offices, manufacturing, and a variety of housing; 2) Attract and retain a variety of shops and services for residents and visitors; 3) Create an environment that is inviting and welcoming to residents and visitors; 4) Welcome visitors and residents by establishing the corridor as the northern "gateway" to the City of Urbana; 5) Encourage redevelopment or reuse of vacant parcels, buildings, and underutilized parking lots to attract new businesses and residents; and 6) Create a walkable and bikeable community that is accessible and easy to navigate for all people and transportation modes including walking, biking, and driving.
- Celebrated Arbor Day at Oak Dale Cemetery on Friday, April 26, 2024 which included the formal unveiling of Greenwood Arboretum at Oak Dale Cemetery which was formally designated by Urbana City Council through the passage Resolution #2590-20. Back in late 2017, the City of Urbana received a generous donation from the estate of Karen Kerns Dresser, in honor of her parents, Edmund H. Kerns and Kathryn Strapp Kerns, to be used solely for the purchase and planting of trees in Oak Dale Cemetery. Since this generous donation was made, thirty new trees have been planted at Oak Dale Cemetery. Furthermore, In appreciation of this generous gift and honoring the roots of its origin, the City of Urbana pursued and was awarded a Level 1 accreditation by the ArbNet Arboretum Accreditation Program and The Morton Arboretum. The ArbNet Arboretum Accreditation Program is the only global initiative to officially recognize arboreta at various levels of development, capacity and professionalism.
- Worked with the Champaign County Chamber of Commerce and Visitors Bureau to nominate the City of Urbana as an Ohio Magazine Best Hometown. Urbana last received this recognition back in 2010-2011. Announcement of finalists is pending.
- Collaborated with numerous local partners, including Monument Square District and the Champaign County Chamber of Commerce and Visitors Bureau, to submit an application for Urbana to receive a Downtown Assessment Resource Team (D.A.R.T.) visit from Heritage Ohio. By participating in this nomination process, communities were eligible for a discounted cost for this assessment visit due to grant funding. Urbana was selected along with four other communities in Ohio, and a D.A.R.T. visit is anticipated later this year. This program is designed to provide outside expertise to assess where a community may stand with its downtown revitalization strategy and to introduce the community to a comprehensive long-term program for downtown that focuses on four key tenets: operations, marketing, design, and economic vitality.
- In early May, in collaboration with the Champaign Economic Partnership, we hosted a team from JobsOhio, Dayton Development Coalition, and Insite Consulting as part of SiteOhio Wave 5 to garner feedback regarding future development prospects for the Phoenix Ag LTD. site on Norwood Avenue. While the site could not be authenticated at the present time, participation in the process was valuable for the city, the CEP, the property owners, and the utility providers to learn more about the site selection process and how to make this site competitive for future development.
- In mid-June, a Small City Program application was submitted to the Ohio Department of Transportation in the amount of \$2,000,000.00 toward traffic signal upgrades along the city's east to west corridor (US 36). Today, the existing signal system is nearing the end of its useful service life, and repair work to keep the system operating is becoming more commonplace. Furthermore, the interconnection and coordination between signals is no longer functional which results in increased congestion and delay along these

routes. In addition, none of the existing vehicular signal heads are rigid-mounted and none include backplates. Lastly, the existing signal system does not meet current standards for pedestrian signal heads and pushbuttons and does not include audible and vibrotactile countdown, and some of the intersections require relocation of existing pushbuttons to pedestal foundations in order to be ADA compliant. The project application culminated from a traffic signal study completed at no cost to the city through the RTPO program of the Logan-Union-Champaign Regional Planning Commission. An application presentation is scheduled at ODOT Central Office in late July. This application may be supplemented later this year with an application to ODOT's Transportation Alternatives Program.

## **ZONING & COMPLIANCE**

### **Overview**

- Continued enforcement of the city's zoning and nuisance code. Hired a part-time Code Enforcement Officer to assist.
- Reviewed and issued various permits including principal building additions, fences, signs, and accessory structures (42 total permits issued).
- Coordinated and performed reviews of various large-scale commercial development projects.
- Continued working with the County Health Department, Champaign County Building Regulations and the Urbana Police Department to address properties that pose significant risk to the health, safety and welfare of the community.
- Starting to review and update the city's Corridor Standards.
- Continuing to work on reviewing and updating the city's sign code.
- Continuing to work on rewriting Chapter 1112 - City Center Heritage Overlay District.
- Continuing to revamp and enforce the city's vacant registration program.
- Working with various local developers on significant downtown renovation efforts.

## **POLICE DIVISION**

### **April Highlights**

- 4/11/2024 – At 1:55 a.m. Officers Kyle Myers and Mike Cooper and Sergeant Shawn Schmidt handled an investigation in the 900-block of Miami Street that resulted in the arrests of two Piketon, Ohio men who were attempting to complete a fraudulent transaction with a motor vehicle with an area resident. During the investigation, officers recovered a large amount of packaged illegal narcotics and two handguns.
- 4/24/2024 – Chief Lingrell was the guest speaker for the Elementary School's K – 5<sup>th</sup> graders "**Good Citizens**" breakfast where he spoke of what it means to be a "Caring" person. Officers AJ Ervin, Luke Hiltibran, Seth Lingrell and Lance Turner accompanied the chief and each helped to answer questions from the students.

### **May Highlights**

- 5/4/2024 – The Urbana police division hosted the Ohio Mothers Against Drunk Driving (MADD) organization who provided area officers from across the Miami Valley, including four Urbana officers, with a training program, **Delivering the News with Compassion**, teaching officers best practice protocols for delivering death notifications to family members or loved ones of persons killed or whom die unexpectedly or tragically.
- 5/14/2024 – The Urbana police division hosted **Triad High School's Forensic Science Class** for a day of learning and practical exercises with officers where they learned about the various pieces of equipment and methods that we use to identify, develop, photograph and collect evidence including latent prints and DNA from crime scenes, how to handle an impaired driver traffic stop and investigating a mock crime scene.

- 5/18 & 21/2024 – UPD Sergeant Logan Dunn provided the active shooter safety program: Alert, Lockdown, Inform, Counter & Evacuate (**ALICE**) to members from the Urbana River of Life Church, and, to the monthly Champaign County Safety Council meeting. Participants learned best practice protocols to use as options if they ever find themselves facing an active threat of violence in a church or a workplace.
- 5/29-31/2024 – The UPD hosted the North Coast Polytechnique Institute for area law enforcement officers, including seven Urbana officers, to receive their 2024 state mandated training on Continuing Professional Training topics selected by the Ohio Peace Officers Training Academy. Later this year, the UPD will host two more classes where addition local law enforcement officers and the remaining members of the Urbana police division will complete this same training.

**June Highlights** This is the eleventh year that the police division has provided Safety Town.

- 6/8/2024 – The UPD presented our 3<sup>rd</sup> annual **COPs & Bobbers** program for area youth to enjoy at the Urbana City Pond during the Healthy Kids Day. This year our co-sponsor for the event was Urbana Mercy Health Hospital. We were able to provide 100 fishing poles to our participants who enjoyed learning about fishing safety, tying a fishing hook and baiting it, and casting a fishing rod. The youngsters, parents, volunteers and officers enjoyed the good weather as the kids enjoyed fishing and fellowship together.
- 6/12//2024 – Chief Lingrell and Officer Tristin Williams attended the annual luncheon of the Logan-Champaign Mental Health, Drug and Alcohol Board where Williams was honored as the local recipient of the **Crisis Intervention Officer of the Year** award for his efforts in reporting on local incidents involving mental health calls by the UPD.
- 6/15/2024 – Chief Lingrell was invited to be a guest speaker for the **2024 Black Heritage Festival** and he welcomed visitors with opening remarks on *Fun, Festive and Fellowship* for the 3<sup>rd</sup> annual festival that was held at the Barbara Howell city park on East Market Street.
- 6/17 – 28/2024 – The police division provided two, one-week **2024 Safety Town programs** for incoming Kindergarten age children to participate in. Altogether we had 42 children participate in a week full of fun while receiving lessons on various safety programs. Officers AJ Ervin, Robbie Evans and Sergeant Jason Kizer were our presenters and they were assisted by the following agencies:
  - Champaign County 911 Communications Center
  - Champaign County Children’s Services
  - Champaign County Sheriff’s Office Dog Warden
  - City of Urbana Fire Division
  - City of Urbana Parks and City Pool
  - Urbana City Schools and its Bus Transportation Department
- 6/24/2024 – Chief Lingrell, Sergeant Logan Dunn and Officers Tristin Williams, Major Stratton and Tristen Ruef ran in the local **Law Enforcement Torch Run** honoring and supporting the Ohio Special Olympics program. Running with us in support of the program were two Champaign County Deputies as well as the 2024 Urbana High School girl’s soccer team, as well as several local Special Olympian athletes. This program helps to support and off-set the costs of our local participants. The community really came out and showed their support of us and the program as they lined the run route from Kroger through the city to the Depot Coffee shop on Miami Street. This is the UPD’s sixth straight year of participating and this year we raised \$360 for the cause.

## **LAW OFFICE**

### **Law Director**

- Drafted and/or reviewed and approved each piece of legislation presented to Council;
- Approved "as to form" a number of legal-binding instruments, such as contracts and land use agreements;
- Served as liaison to outside counsel as to a variety of legal matters involving the City of Urbana;
- Attended City Council regular and executive session meetings;
- Assisted Zoning in making uniform the penalty sections of the Nuisance, Zoning, and Property Maintenance Codes for the City of Urbana;
- Assisted Zoning in the pursuit of various nuisance and zoning violations within the City of Urbana;
- Worked with Administration to effectuate new electric and gas aggregation contracts;
- Reviewed, corrected and/or approved various service agreements for Human Resources;
- Dealt with various properties subject to bankruptcies having been filed (utility billing, etc.);
- Worked with Community Development on a number of matters including, but not limited to, a trail lease extension with WESTCO, annexations, appropriations, and various pieces of legislation;
- Attended all Civil Service meetings;
- Reviewed and/or responded to requests for public records submitted to a number of Divisions;
- Worked with Administration and Engineering on matters involving various construction projects underway in the City;
- Worked with the new Airport Manager on a number of airport-related issues and documents;
- Certified a number of law enforcement officers to administer oaths and acknowledge complaints in the course of their official duties;
- Oversaw the work of the members of the Law Department;

### **Municipal Court Prosecutor**

- Drafted and/or reviewed and approved each piece of legislation presented to Council;
- Approved "as to form" a number of legal-binding instruments, such as contracts and land use agreements;
- Served as liaison to outside counsel as to a variety of legal matters involving the City of Urbana;
- Attended City Council regular and executive session meetings;
- Assisted Zoning in making uniform the penalty sections of the Nuisance, Zoning, and Property Maintenance Codes for the City of Urbana;
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- Worked with the new Airport Manager on a number of airport-related issues and documents;
- Certified a number of law enforcement officers to administer oaths and acknowledge complaints in the course of their official duties;
- Oversaw the work of the members of the Law Department.

**FINANCE**

2024 Expected Revenue & YTD Revenue by Fund

Fund Number	Fund Name	2024 Expected Revenue	YTD 06/30/24 Revenue	Expected Revenue %
100	General	\$8,073,200.00	\$3,700,159.84	46%
200	Airport	\$396,300.00	\$160,498.50	40%
205	Street	\$972,000.00	\$382,857.40	39%
215	Cemetery	\$195,500.00	\$94,476.40	48%
275	P & F Tax Levy	\$1,631,250.00	\$700,357.05	43%
401	Capital Improvement	\$1,548,750.00	\$725,992.61	47%
402	P & F Tax - Cap Imp	\$543,750.00	\$235,792.97	43%
605	Water	\$2,669,000.00	\$1,328,620.26	50%
610	Sewer	\$3,684,400.00	\$1,818,988.24	49%
620	Stormwater - Oper	\$92,000.00	\$46,792.36	51%
625	Stormwater - Cap Imp	\$216,000.00	\$109,168.67	51%
TOTAL		\$20,022,150.00	\$9,303,704.30	46%

2024 Department Operating Budgets & YTD Expenses

Department	2024 Budget	YTD 06/30/24 Expenses	Budget %
CITY COUNCIL	\$93,615.00	\$44,764.56	48%
ENGINEERING	\$397,810.00	\$195,162.09	49%
FIRE	\$3,187,930.00	\$1,584,780.08	50%
MULCH/COMPOST	\$25,450.00	\$8,183.19	32%
MUNICIPAL COURT	\$846,225.00	\$430,633.30	51%
POLICE	\$2,905,825.00	\$1,354,981.60	47%
POOL	\$85,870.00	\$24,561.34	29%
MAYOR/ADMIN	\$303,500.00	\$149,639.73	49%
COMMUNITY DEV	\$145,500.00	\$71,022.15	49%
REC-ADMIN	\$221,145.00	\$119,297.67	54%
PUBLIC WKS	\$178,530.00	\$95,297.70	53%
MISC-NON-DEPT	\$637,425.00	\$367,791.90	58%
FINANCE-ACCTG	\$349,725.00	\$161,722.24	46%
FINANCE-INC TAX/HR	\$123,825.00	\$46,689.16	38%
FINANCE-UTIL BILL	\$204,950.00	\$88,253.22	43%
LAW DEPT	\$302,600.00	\$148,967.86	49%
ZONING COMPLIANCE	\$134,230.00	\$64,144.86	48%
AIRPORT	\$403,265.00	\$199,575.11	49%
CEMETERY	\$190,415.00	\$105,379.47	55%
STREET	\$940,755.00	\$369,687.32	39%
POLICE & FIRE LEVY	\$135,000.00	\$85,286.26	63%
SEWER (WRF/MAINT)	\$4,184,980.00	\$2,232,881.09	53%
STORMWATER-OPER	\$84,950.00	\$36,307.76	43%
STORMWATER-CAP IMP	\$638,000.00	\$15,649.28	2%
WATER	\$2,874,245.00	\$1,172,906.98	41%
TOTAL	\$19,595,765.00	\$9,173,565.92	47%

**OAK DALE CEMETERY**

BURIALS - 2024	50
Burials in the 2nd Quarter	28
SATURDAY A.M. BURIALS	04
SATURDAY P.M. BURIALS	02
GRAVES SOLD	04
SHEPHERD MAUS. NICHE SOLD	00
SHEPHERD MAUS. CRYPT SOLD	00
LEGACY MAUS. NICHE SOLD	06
LEGACY MAUS. CRYPT SOLD	00
MISC. SALES (VASES, PLAQUE, EMBLEMS)	01

SECOND QUARTER: The second quarter of the year we had 28 burials for a total of 50 for 2024.

Spring decoration clean-up was completed. Arboretum dedication was on April 26, 2024 with information signage and maps available by the Cemetery office. Foundation were poured on May 10th and monument companies notified so they could set monuments prior to Memorial Day. Entrance landscaping, Mausoleum and large Cemetery containers planters completed prior to Memorial Day. Seasonal help returned in May. Equipment replacement of one weed eater was purchased. Memorial Day Celebration held at the Gazebo in our Veteran Section to honor all who served.

# City of Urbana & RB Jergens Contractors, Inc.

## Acceleration Agreement

### CHP-S. High Street-0.00

The City of Urbana and RB Jergens Contractors, Inc. have agreed to accelerate the subject project to provide the traveling public with unimpeded access and use of South High Street by December 31, 2024. To accomplish this time savings, the City will compensate RB Jergens an agreed lump sum of \$98,993.81 to accelerate the work as required by the Terms of Acceleration. This acceleration cost presents payment in full of RB Jergens' total costs, direct and indirect, including but not limited to premium time wages and allowable markups, efficiency losses, cost of equipment and materials, and subcontractor costs.

### Terms of Acceleration

#### General Terms

All parties agree that as of the signing of this Agreement there are no pending time extensions, disputes, or claims which would delay the work. The parties also agree that this agreement does not waive any contract provisions or specification requirements. All work performed and materials furnished shall be in reasonably close conformity with the plans and specifications.

#### Project Conditions

All parties agree that there will be two (2) Interim Completion Dates for the project:

1. 12/6/24
  - a. South High Street must be paved up to intermediate asphalt course by the end of the day on 12/6/24. (Surface temperatures must be 40 degrees or higher to pave base and intermediate asphalt)
2. 12/31/24
  - a. South High Street must be open to traffic with all necessary safety items in place no later than the end of the day on 12/31/24.

However, the following items will be allowed to be performed after 12/31/24 and will not be subject to any disincentive or liquidated damages until after June 30, 2025, at which time the original contract liquidated damages of \$900/day will be assessed if any of the following work items are not substantially complete as of that date:

1. Surface Asphalt
2. Final Pavement Markings
3. RRFB Sign Assembly and any other Item 625 and/or Item 632 Items
4. Sidewalk (outside of the pavement limits) from Sta. 0+00 to 11+25
5. Final Topsoil from Sta. 0+00 to 11+25
6. Final Seeding and Mulching from Sta. 0+00 to 11+25
7. Normal Cleanup and Punchlist Items

In addition, every effort will be made to apply final seed & mulch prior to 5/30/25, although the liquidated damages noted above will not be assessed until after June 30, 2025.



Time Extensions

No time extensions to the Interim Completion Date will be permitted to cover lost days due to weather, inclusive of winter months, for the duration of this agreement. The contractor shall adjust his work and workforce to make up for lost time due to weather at no cost to the project.

There shall be no extension of time due to the weather. However, items of work on the critical path which are being performed at locations on the project other than the work being accelerated in this agreement, and subsequently being impacted, shall be granted a time extension to the final project completion date as called for in the specifications.

No time extensions to the Interim Completion Date will be permitted for the duration of this agreement, due to minor increases in the bid quantities. If the actual quantity for a work item is deemed a significant change as defined by work performed in excess of 125% of the original estimated quantity, and if this increase is the cause for not meeting the Interim Completion Date, then RB Jergens has the burden of proof to demonstrate the need for relief of liquidated damages. RB Jergens shall submit a written request for a time extension within seven days of receiving an order to perform additional contract quantities or extra work. Failure to make such a request will waive the Contractor's right to a time extension of the accelerated Interim Completion Date.

Payment Schedule

A change order to fund this acceleration will be issued after the execution of this agreement. The following payment schedule will be established based on the timely progress of the work:

1. If completed by the 12/6/24 Interim Completion Date, RB Jergens will be paid the sum of \$49,496.91 for the placement of the base and intermediate asphalt in addition to payment for the actual quantities placed multiplied by the unit prices bid.
2. If completed by the 12/31/24 Interim Completion Date, RB Jergens will be paid the additional sum of \$49,496.90 for the opening of South High Street with all necessary safety items in place in addition to payment for the underlying work made at the unit prices bid.

In the event that all or any portion of the accelerated work is not completed by the interim dates mentioned above, there shall be no compensation due and payable to RB Jergens under this Acceleration Agreement, and the City of Urbana will not assess liquidated damages until after the June 30, 2025 completion date.

Notwithstanding any other provision in this Agreement or the contract between the parties to the contrary, there will be no further adjustments to any lump sum bid price during the remainder of the project, including Item 614 Maintaining Traffic, Item 623 Construction Layout Stakes and Surveying, Item 624 Mobilization, and Item 832 Storm Water Pollution Prevention Inspections.

**RB Jergens Contractors, Inc.**

**Date**

\_\_\_\_\_

\_\_\_\_\_

**City of Urbana**

**Date**

\_\_\_\_\_

\_\_\_\_\_

## **ORDINANCE NO. 4608-24**

**AN ORDINANCE TO VACATE UNIMPROVED RICHMOND STREET (20' WIDE) (CONTAINING 0.180 ACRES, OF WHICH 0.046 ACRES BEING IN SECTION 24, AND 0.134 ACRES BEING IN SECTION 30, MORE OR LESS) BEGINNING AT ITS INTERSECTION WITH RAILROAD STREET (40' WIDE) AND LEGALLY DESCRIBED WITHIN THE DESCRIPTION AND DETAILED WITHIN THE PLAT SUBMITTED TO SUPPLEMENT THE ORIGINAL PETITION FILED BY BRYAN S. HUNT, LEGAL COUNSEL AND AUTHORIZED REPRESENTATIVE FOR THE PETITIONER, URBANA OHIO INVESTORS GROUP 2 LLC. (Three (3) readings and public hearing required. Public Hearing Advertisement Date: Friday, July 5, 2024)**

**Department Requesting: Community Development      Sponsor: Councilman Pat Thackery**

**WHEREAS**, on April 13, 2023, Bryan S. Hunt, Legal Counsel and Authorized Representative for the Petitioner, Urbana Ohio Investors Group 2 LLC, submitted a petition to vacate a portion of unimproved Richmond Street (20' wide); and

**WHEREAS**, on May 22, 2023, the City of Urbana Planning Commission reviewed the petition and recommended by a 6-0 vote that all of unimproved Richmond Street be vacated as part of the process versus just the portions bordering the petitioner's property; and

**WHEREAS**, on May 7, 2024, Bryan S. Hunt, Legal Counsel and Authorized Representative for the Petitioner, submitted an updated legal description and plat to supplement the original petition in response to the recommendation of the City of Urbana Planning Commission; and

**WHEREAS**, on May 10, 2024, the map room at the Champaign County Engineer's Office pre-approved the final updated legal description and plat for this street vacation; and

**WHEREAS**, on May 28, 2024, the City of Urbana Planning Commission recommended by a 6-0 vote that Urbana City Council approve this street vacation request for unimproved Richmond Street; and

**WHEREAS**, Council held a public hearing pursuant to Chapter 1113.09 of the Codified Ordinances of the City of Urbana on Tuesday, July 16, 2024.

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

**SECTION ONE:**

The original street vacation petition submitted in April 2023 with a preliminary drawing of the originally proposed vacation is attached and labeled as "Exhibit A."

**SECTION TWO:**

The final street vacation legal description, dated/revised May 10, 2024, as prepared by Scott D. Grunde, P.S., Ohio Registered Surveyor No. 8047, of Landmark Survey Group, Incorporated, is attached and labeled as "Exhibit B."

**SECTION THREE:**

The final street vacation plat, dated/revised May 10, 2024, as prepared by Scott D. Grunde, P.S., Ohio Registered Surveyor No. 8047, of Landmark Survey Group, Incorporated, is attached and labeled as "Exhibit C."

**SECTION FOUR:**

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

**SECTION FIVE:**

The 20' wide unimproved section of Richmond Street as described and shown on the plat included as exhibits to this ordinance is hereby vacated subject to easement preservation terms as outlined in Ohio Revised Code Section 723.041.

**SECTION SIX:**

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

**SECTION SEVEN:**

The Clerk of Urbana City Council is instructed to endorse upon such plat the action of this Council in vacating such portion of Richmond Street and cause the said plat, description, and a copy of this ordinance to be recorded in the Office of the Recorder of Champaign County, Ohio.

**SECTION EIGHT:**

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

**SECTION NINE:**

That this ordinance shall take effect and be in force at the earliest time provided by law.

\_\_\_\_\_  
President, City of Urbana Council

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Clerk of Council

This Ordinance approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mayor, City of Urbana

REVIEWED: *[Signature]* 6/27/24  
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

# Exhibit A

2023-048



The City of Urbana | Engineering Department  
205 South Main Street, Urbana, Ohio 43078 | (937) 652-4324 | www.urbanaohio.com

## Petition for Alley or Street Vacation

Fee: \$ 200  
AL. 4/13/23

Petition for Vacating a/an Street identified by the Champaign County Auditor as Richmond Street  
(Alley or Street)

### To the Council of the City of Urbana, Ohio

We, the undersigned, owners of the property set opposite our names below, the same being a majority property

owners on Richmond Street between Railroad Street  
(Street Name(s)) (Street Name)

and N/A (street stops at another parcel), hereby respectfully petition your honorable board to pass  
(Street Name)

the necessary legislation to vacate an/a a portion of an unimproved street identified as Richmond Street  
(Alley or Street)

between the points described below and drawn on the attached plot plan.

#### **Describe extents of proposed vacation:**

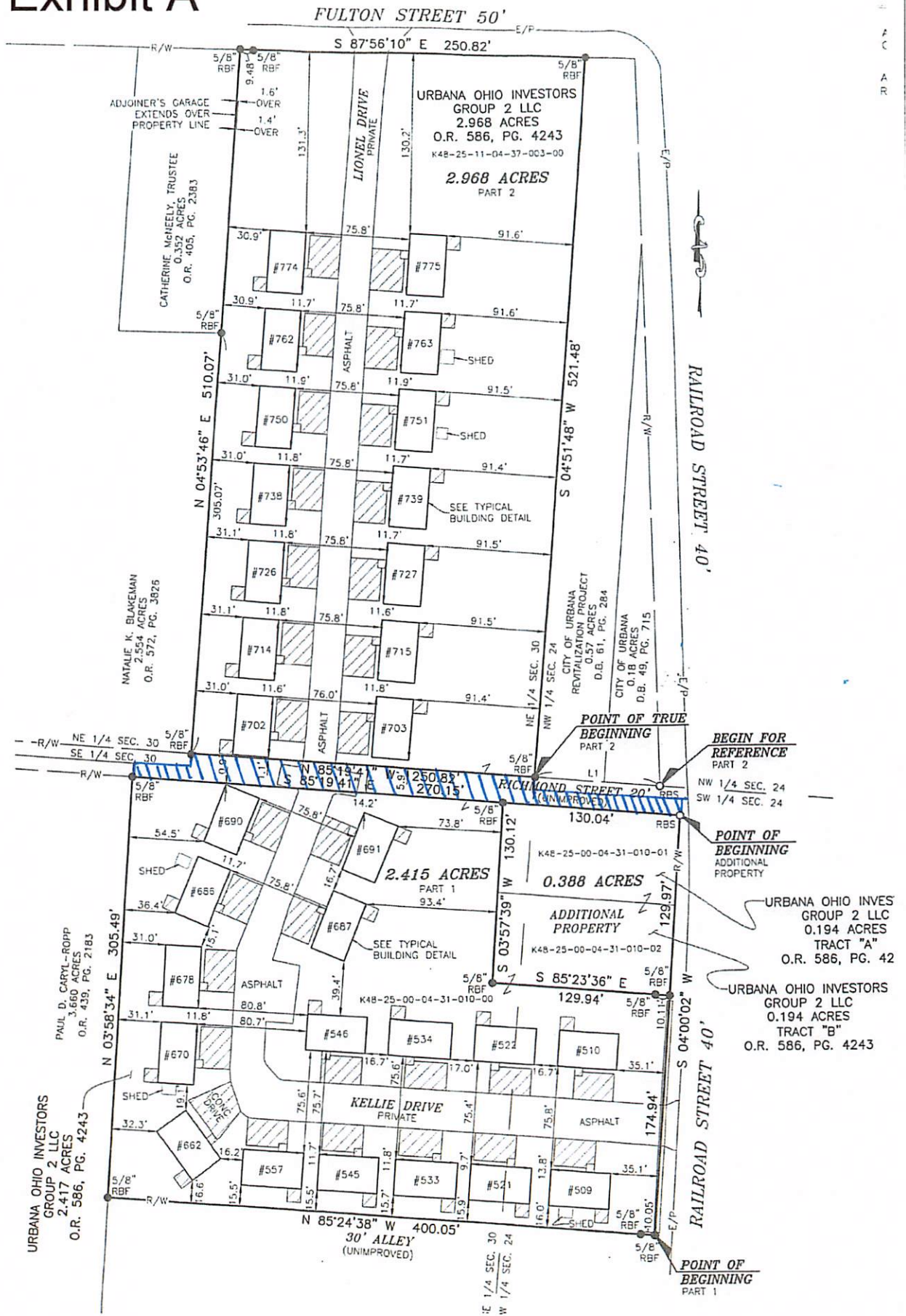
Request to vacate Richmond Street which is contiguous to the following parcels owned by the petitioners:  
K48-25-11-04-37-003-00; K48-25-00-04-31-010-00; and K48-25-00-04-31-010-01, as shown in the attached plot plan.

*Please attach accurate plot plan which indicates and dimensions the right-of-way to be vacated, adjoining rights-of way, adjoining properties/lots, parcel numbers and parcel ownership.*

Address	Owner Name(s)	Owner Signature	Date
c/o Loveland Law, LLC	Urbana Ohio Inve. Grp. 2, LLC		4-13-2023
3300 Riverside Drive, Suite 125		Bryan S. Hunt, Esq.	
Upper Arlington, Ohio 43221		Legal Council   Authorized Rep	
		(614) 928-9107	



# Exhibit A



# Exhibit B

## DESCRIPTION OF 0.180 ACRES OF RIGHT-OF-WAY LYING SOUTH OF FULTON STREET AND WEST OF RAILROAD STREET

Situated in the State of Ohio, County of Champaign, City of Urbana, being in Southwest Quarter Section 24 and Southeast Quarter Section 30, Township 5, Range 11, Between the Miami River survey, and being the remaining portion of Richmond Street (20 feet wide, unimproved) as shown and dedicated on the plat of Wood's Addition, of record in Plat Cabinet 1, Slide 242, Recorder's Office, Champaign County, Ohio and being bounded and more particularly described as follows:

Beginning, at a rebar set, at the southwesterly intersection of Railroad Street (40 feet wide) and Richmond Street (20 feet wide, unimproved), and the northeasterly corner of a 0.194 acre tract (Tract "A") conveyed to Urbana Ohio Investors Group 2 LLC, by deed of record in Official Record 586, Page 4243;

Thence North 85°19'41" West, a distance of 400.18 feet, passing a 5/8 inch rebar found at a distance of 130.04 feet, along the line common to said 0.194 acre tract and said Richmond Street, and along the northerly line of a 2.417 acre tract conveyed to Urbana Ohio Investors Group 2 LLC, by deed of record in Official Record 586, Page 4243, to a 5/8 inch rebar found, at the northwesterly corner of said 2.417 acre tract, the southwesterly corner of the westerly dedicated terminus of said Richmond Street, and on the easterly line of a 3.523 acre tract conveyed to Cojack, LLC, by deed of record in Official Record 594, Page 4870;

Thence North 03°58'34" East, a distance of 20.00 feet, along the westerly dedicated terminus of said Richmond Street, and the easterly line of said 3.523 acre tract, to a rebar set, at the northeasterly corner of the westerly terminus of said Richmond Street;

Thence South 85°19'41" East, a distance of 384.34 feet, passing a 5/8 inch rebar found at a distance of 41.49 feet, and 292.59 feet, along the northerly line of said Richmond Street, the southerly line of a 2.968 acre tract conveyed to Urbana Ohio Investors Group 2 LLC, by deed of record in Official Record 586, Page 4243, the southerly line of a 0.57 acre tract conveyed to the City of Urbana Revitalization Project, by deed of record in Deed Book 61, Page 284, and the southerly line of a 0.18 acre tract conveyed to the City of Urbana, by deed of record in Deed Book 49, Page 715, to a rebar set, at the southeasterly corner of said 0.18 acre tract, and the northwesterly intersection of said Richmond Street and said Railroad Street;

Thence South 34°08'10" East, a distance of 25.67 feet, along the line common to said Richmond Street and said Railroad Street, to the **Point of Beginning**, containing 0.180 acres, of which 0.046 acres being in Section 24, and 0.134 acres being in Section 30, more or less, and being subject to all easements, restrictions and rights-of-way of record.

The bearings are based on the Ohio State Plane Coordinate System, South Zone, NAD83 (CORS). Said bearings originated from a field traverse which was referenced to said Coordinate System by GPS observations and observations of selected stations in the Ohio Department of Transportation Real-Time-Network (ODOT RTN). The portion of the westerly line of Railroad Street, having a bearing of South 04°00'02" West and monumented as shown hereon, is designated the "basis of bearing" for this description.

The above description is based on an actual field survey performed in November of 2022 and January of 2024.

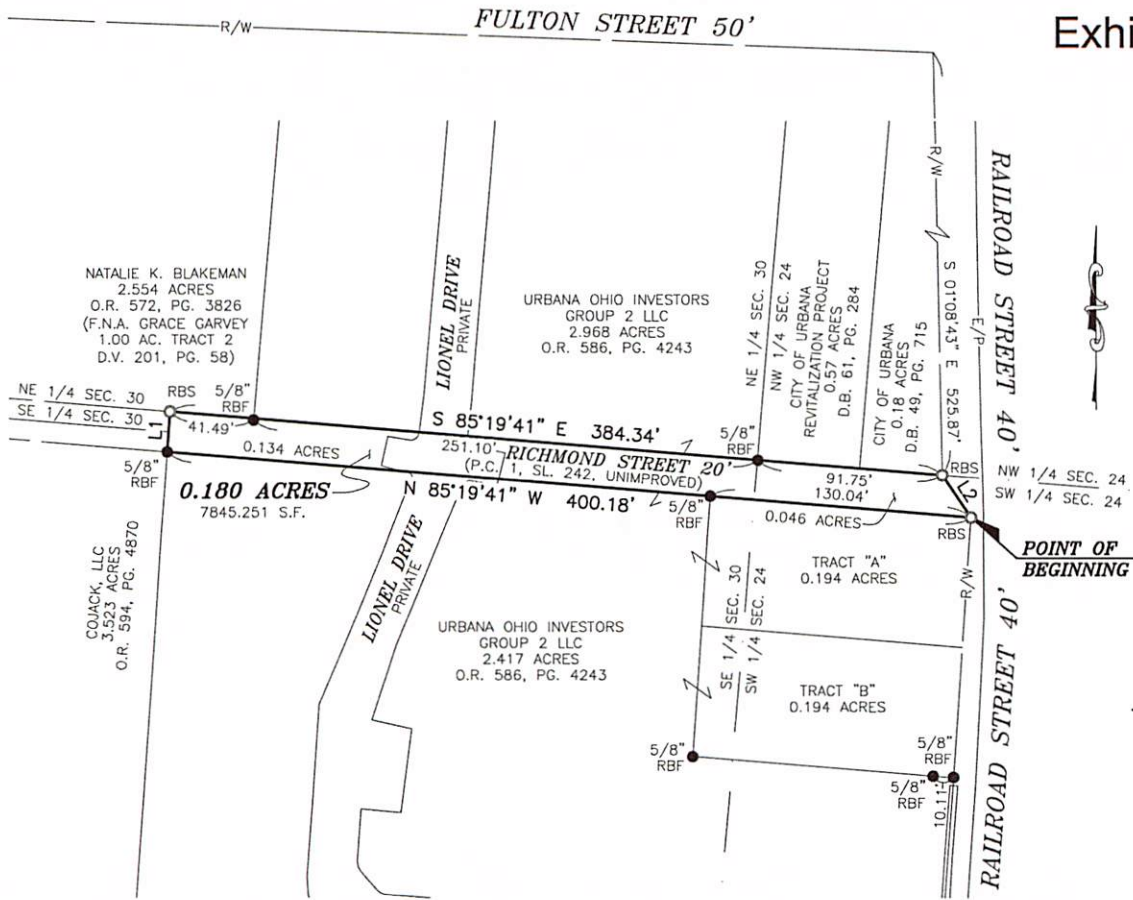


LANDMARK SURVEY GROUP, INC.

*Scott D. Grundeel* 5/10/24  
Scott D. Grundeel, P.S. Date  
Registered Surveyor No. 8047



# Exhibit C



**LINE TABLE:**

LINE	BEARING	DISTANCE
L1	N 0°58'34"	E 20.00'
L2	S 34°08'10"	E 25.67'

**BASIS OF BEARINGS:**  
 THE BEARINGS ARE BASED ON THE OHIO STATE PLANE COORDINATE SYSTEM, SOUTH ZONE, NAD83 (CORS). SAID BEARINGS ORIGINATED FROM A FIELD TRAVERSE WHICH WAS REFERENCED TO SAID COORDINATE SYSTEM BY GPS OBSERVATIONS AND OBSERVATIONS OF SELECTED STATIONS IN THE OHIO DEPARTMENT OF TRANSPORTATION VIRTUAL REFERENCE STATION NETWORK. THE PORTION OF THE WESTERLY LINE OF RAILROAD STREET, HAVING A BEARING OF S 04°00'02" W AND MONUMENTED AS SHOWN HEREON, IS DESIGNATED THE "BASIS OF BEARING" FOR THIS PLAT.

**NOTE:**  
 THIS SURVEY DOES NOT REPRESENT ANY EASEMENTS THAT MAY AFFECT THIS TRACT AND DOES NOT REPRESENT ANY UNDERGROUND UTILITIES THAT MAY AFFECT THIS TRACT. ALL REBAR SET ARE 5/8" DIA. 30" LONG, W/ RED PLASTIC CAP STAMPED "LANDMARK SURVEY"

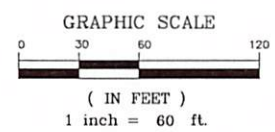
**FLOOD NOTE:**  
 THE SUBJECT PROPERTY LIES IN ZONE X (AREA DETERMINED TO BE OUTSIDE THE 500 YEAR FLOODPLAIN), AS DETERMINED BY GRAPHIC INTERPOLATION FROM THE FLOOD INSURANCE RATE MAP NUMBER 39021C02850, WITH AN EFFECTIVE DATE OF 11/18/2009, PUBLISHED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY.

**REFERENCE STATEMENT:**  
 EVIDENCE WAS FOUND IN DEED VOLUME 201, PAGE 58 THAT EXCEPTS 20 FEET OFF OF THE ENTIRE SOUTH END OF TRACT 2 FOR THE PURPOSE OF A STREET OR ROAD. IT APPEARS THIS EXCEPTION WAS NOT CARRIED FORWARD TO THE PRESENT DAY DESCRIPTION OF THE 2.554 ACRE TRACT IN OFFICIAL RECORD 572, PAGE 3826.

**LEGEND**

- IPF IRON PIN FOUND
- RBF REBAR FOUND
- RBS REBAR SET

**SURVEY OF**  
**RICHMOND STREET**  
 LYING IN  
 SECTION 30, TOWNSHIP 5, RANGE 11  
 BETWEEN THE MIAMI RIVER SURVEY  
 SECTION 24, TOWNSHIP 5, RANGE 11  
 BETWEEN THE MIAMI RIVER SURVEY  
 CITY OF URBANA, COUNTY OF CHAMPAIGN  
 STATE OF OHIO



I HEREBY CERTIFY THAT THIS SURVEY WAS PREPARED FROM AN ON THE GROUND SURVEY IN NOVEMBER OF 2022 AND JANUARY OF 2024 MADE UNDER MY SUPERVISION AND THAT I AND THE INFORMATION, COURSES AND DISTANCES AS SHOWN ARE CORRECT TO THE BEST OF MY KNOWLEDGE.



*Scott D. Grundel* 5/10/24  
 SCOTT D. GRUNDEL, P.S.  
 REGISTERED SURVEYOR NO. 8047 DATE

**LS** LANDMARK SURVEY  
**GI** GROUP, INCORPORATED  
 690 LAKEVIEW PLAZA BLVD, SUITE A, WORTHINGTON OH. 43085  
 PHONE: (614) 485-9000 WWW.LANDMARKSURVEY.COM  
 REV: 5/10/24 DATE: 2/1/24 FILE NO. KDC1-JOB01-MISC  
 REV: 2/13/24

DRAWN BY: DJH



## **ORDINANCE NO. 4609-24**

**AN ORDINANCE TO APPROVE AND ADOPT THE URBANA NORTH MAIN STREET CORRIDOR PLAN AS AN OFFICIAL PLANNING GUIDE OF THE CITY OF URBANA, OHIO. (Three (3) readings and public hearing required. Public Hearing Advertisement Date: Friday, July 5, 2024)**

**Department Requesting: Community Development      Sponsor: Councilman Pat Thackery**

**WHEREAS**, North Main Street (United States Route 68) is a major north-south transportation corridor for the community, region, state, and nation with approximately 10,000-15,000 vehicles passing through the area on a daily basis; and

**WHEREAS**, North Main Street is a priority development and redevelopment area for the city as it serves as the northern gateway to the community with a mix of land uses along the corridor ranging from agricultural, residential, and commercial with some industrial land uses interspersed; and

**WHEREAS**, Urbana City Council approved a contract with Burton Planning Services to develop the North Main Street Corridor Plan in December of 2022 and the planning process for this plan started in earnest in June of 2023; and

**WHEREAS**, the defined planning area for the North Main Street Corridor Plan focused on North Main Street from Grimes Circle on the north; Gwynne Street and Washington Avenue on the south; the Simon Kenton Trail, Fyffe Street, and the parcel line/alley west of North Main Street as the western boundary; and an eastern boundary line that generally followed Logan Street, Talbot Avenue, the Simon Kenton Trail, North Locust Street, and parcel lines to the east; and

**WHEREAS**, the North Main Street Corridor Plan is intended to serve as a tool and official planning document that can be utilized to guide development, redevelopment, and investment in this part of the city; and

**WHEREAS**, as part of the planning process, among other items, the consultant reviewed existing land use and development patterns in the planning area; examined housing demand and market trends; and assessed historic disinvestment and the need for additional investment in the planning area; and

**WHEREAS**, extensive public involvement was conducted as part of the planning process with the formation of a steering committee that met three times; community surveys; a community visioning meeting; a community open house coupled with a survey; stakeholder interviews; and a final survey regarding the draft plan; and

**WHEREAS**, the City of Urbana Planning Commission reviewed the North Main Street Corridor Plan at both their April 22, 2024 and May 28, 2024 meetings and recommended by a 6-0 vote at their May meeting that Urbana City Council formally adopt this plan as an official planning guide for the City of Urbana; and

**WHEREAS**, prior to final adoption of the North Main Street Corridor Plan at the May meeting of the City of Urbana Planning Commission, updates were made to the draft plan based on public feedback received; and

**WHEREAS**, Council held a public hearing pursuant to Chapter 1113.09 of the Codified Ordinances of the City of Urbana on Tuesday, July 16, 2024.

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

**SECTION ONE:**

That the final version of the North Main Street Corridor Plan (May 2024) as prepared by Burton Planning Services is hereby approved and adopted as an official planning guide for the City of Urbana until superseded by a subsequent legally adopted plan.

**SECTION TWO:**

All actions of City Council and the Planning Commission related to this legislation were conducted in open meetings pursuant to Urbana Codified Ordinance 107.01 and Ohio Revised Code 121.22. City Council held a public hearing pursuant to Urbana Codified Ordinance 1113.09, with notice by publication pursuant to Urbana City Charter Section 2.16, on Friday, July 5, 2024.

**SECTION THREE:**

That this ordinance shall take effect and be in force at the earliest time provided by law.

\_\_\_\_\_  
President, City of Urbana Council

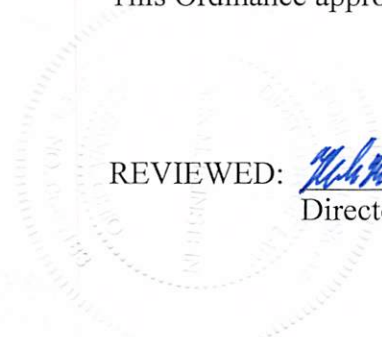
PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Clerk of Council

This Ordinance approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mayor, City of Urbana

REVIEWED: Michael W. Carson 6/26/24  
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

## **RESOLUTION 2696-24**

**RESOLUTION OF FINANCIAL COMMITMENT AND SUPPORT FOR THE LAWNVIEW BOARD OF DIRECTORS PLANNED PHASE II OF THE INCLUSIVE PLAYGROUND AT MELVIN MILLER PARK. (One (1) reading required, no public hearing required)**

**Department Requesting: Administration**

**Sponsor: Councilman Edwin Davis**

**WHEREAS**, on March 21, 2021, the Urbana City Council committed \$360,000.00 to construct Phase I of the “EVERYbody Plays!” inclusion playground at Melvin Miller Park, and

**WHEREAS**, since the successful launch of Phase I, the Lawnview Board of Directors has planned and is ready to launch Phase II of the “EVERYbody Plays!” inclusion playground, and

**WHEREAS**, Phase II of the “EVERYbody Plays!” inclusion playground is anticipated to cost approximately \$230,000.00, the Lawnview Board of Directors has requested financial support for the project, with the City of Urbana and the Melvin Miller Park Board providing \$25,000.00 each of financial support for the project (\$50,000.00 total) (see attached); and

**WHEREAS**, at this time, the only request is that the \$50,000.00 be committed, but not spent, so no Board of Control action is yet appropriate; and

**WHEREAS**, the Lawnview Board will bear the costs of Phase II above and beyond the committed \$50,000.00.

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

**Section One.**

That it declares its support for Phase II of the “EVERYbody Plays!” inclusion playground at Melvin Miller Park, and commits the requested financial support of \$25,000.00 from the City of Urbana and, the \$25,000.00 from the Melvin Miller Park Board, upon approval of the Board.

**Section Two:**

That the Director of Administration, is hereby authorized to work with the Lawnview Board of Directors project team to finalize the plans and project costs for the “EVERYbody Plays!” inclusion playground.

**Section Three:**

That, prior to signing any final agreements or commitments for the project, the Director of Administration shall present them to City Council for authorization to proceed.

**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 of City Council

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Clerk of Council

This Resolution approved by me this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mayor, City of Urbana

REVIEWED: *[Signature]* 7/11/2024  
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



224 Patrick Ave.  
P.O. Box 829  
Urbana, Ohio 43078  
937-653-5217  
937-653-7516 Fax

Dear Mayor Bean,

We, the Lawnview Board of Directors, continue to encourage people of all abilities to be fully integrated into the Urbana community. We're so grateful for your contributions to "EVERYbody Plays!" and the funding you were able to contribute to make Phase 1 a reality! The Inclusive Playground has become a hub of activity at Melvin Miller Park and is talked about positively throughout our community.

We are currently working on raising funds to begin Phase 2 of the Inclusive Playground. Ground-breaking for Phase 2 is expected to take place late-summer or early-fall. Phase 2 is anticipated to be approximately \$228,000 but due to continued interest and additional contributions coming in, the project cost may grow higher. Regardless of what the final cost may be, our project team respectfully requests the City of Urbana for a fixed contribution of \$25,000 to the project. Lawnview Industries (LI) will be covering the balance of the cost.

Thank you very much for your considering this request and your continued support to the Inclusive Playground at Melvin Miller Park.

Sincerely

A handwritten signature in blue ink, appearing to read 'WJ', is written over a faint, illegible printed name.

Wanda Jenkins, LI Board President

BB 7/3/24

KG 7/3/24

CB 7/3/24

---





224 Patrick Ave.  
P.O. Box 829  
Urbana, Ohio 43078  
937-653-5217  
937-653-7516 Fax

Dear Urbana Parks and Recreation Board,

We, the Lawnview Board of Directors, continue to encourage people of all abilities to be fully integrated into the Urbana community. We're so grateful for your contributions to "EVERYbody Plays!" and the funding you were able to contribute to make Phase 1 a reality! The Inclusive Playground has become a hub of activity at Melvin Miller Park and is talked about positively throughout our community.

We are currently working on raising funds to begin Phase 2 of the Inclusive Playground. Ground-breaking for Phase 2 is expected to take place late-summer or early-fall. Phase 2 is anticipated to be approximately \$228,000 but due to continued interest and additional contributions coming in, the project cost may grow higher. Regardless of what the final cost may be, our project team respectfully requests the City of Urbana for a fixed contribution of \$25,000 to the project. Lawnview Industries (LI) will be covering the balance of the cost.

Thank you very much for your considering this request and your continued support to the Inclusive Playground at Melvin Miller Park.

Sincerely

Wanda Jenkins, LI Board President

PARK BOARD MET  
7-8-2024 4PM

PARK TRUST COMMITMENT  
TOWARD "EVERYBODY PLAYS!"  
APPROVED  
3-0  
FOR \$25,000

**City of Urbana Park Board**  
**Meeting Agenda**  
Monday, July 8, 2024  
4:00PM  
MELVIN MILLER PARK – DECK BUILDING

**Call to Order**

1. Roll Call:

NAME	BOARD POSITION	VOTING MEMBER	ATTENDING
Chris Endres	Board Chairperson	Y	<b>NO</b>
Augie Martinez	Champaign Family YMCA	Y	<b>NO</b>
Greg Hower	Urbana City Schools	Y	<b>YES</b>
Jennifer Harvey		Y	<b>NO</b>
Tasha Abrams		Y	<b>YES</b>
Krista Lingrell	Alternate	Y	<b>NO</b>
David Weimer	Alternate	Y	<b>NO</b>
Paul Waldsmith	Alternate	Y	<b>YES</b>
Ryan Lantz	Non-Voting	N	<b>YES</b>
Deb Aksenczuk	Non-Voting	N	<b>YES</b>

2. Approval of Minutes from May 13, 2024

**MOTION MADE: Paul Waldsmith**

**SECOND: Greg Hower**

**MOTION APPROVED: 3-0**

3. Accept the following donation from:

- KTH - \$300.00 toward Leadership Champaign Team Project; improvements to Melvin Miller Park sand volleyball court.
- Mark Hunter - \$1000.00 toward Weidmann Park improvements

**MOTION MADE: Greg Hower**

**SECOND: Tasha Abrams**

**MOTION APPROVED: 3-0**

4. Review SJM Studio proposal for Weidmann Park Improvements – Move forward with Project

**MOTION MADE: Paul Waldsmith**

**SECOND: Greg Hower**

**MOTION APPROVED: 3-0**

5. Discuss Park Trust commitment to the City toward Everybody Plays! Phase 2 - \$25,000

**MOTION MADE: Paul Waldsmith**

**SECOND: Greg Hower**

**MOTION APPROVED: 3-0**

6. Misc.

**Continued discussion regarding “sharing” the purchase (\$54,000) of the “Tiny Mobile Robot” for field painting; possible \$40,000 Grant through Workers’ Comp. Greg Hower and Ryan Lantz to work on details**

7. Adjourn

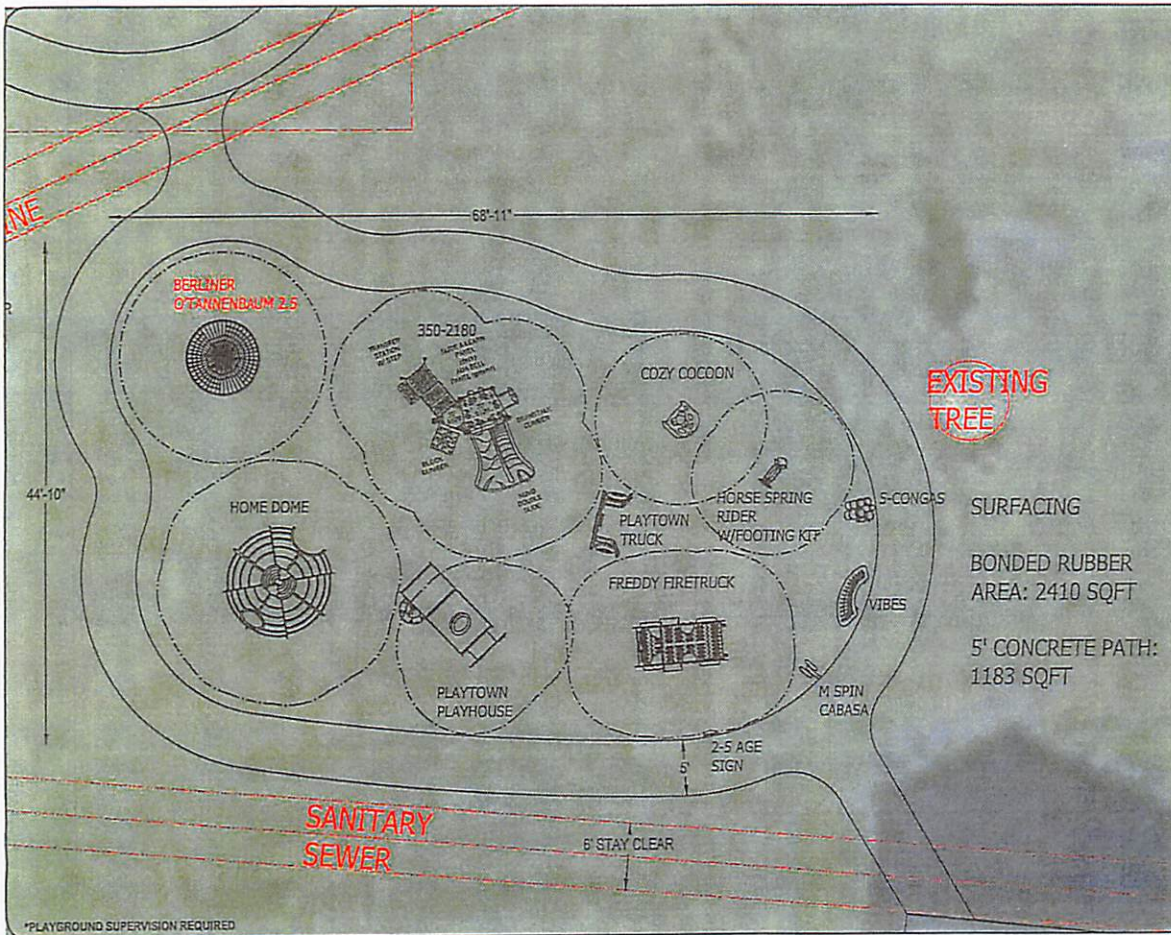
**MOTION MADE: Tasha Abrams**

**SECOND: Greg Hower**

**MOTION APPROVED: 3-0**

**NEXT MEETING: MONDAY, AUGUST 26, 2024 AT 4PM**





**MIDSTATES**  
RECREATION  
WWW.MIDSTATESRECREATION.COM

EQUIPMENT SIZE:  
SEE DWG

USE ZONE:  
SEE DWG

AREA: PERIMETER:  
SEE DWG SEE DWG

FALL HEIGHT:  
4' 8"

USER CAPACITY: AGE GROUP:  
66+ 2-5

SURFACING  
BONDED RUBBER  
AREA: 2410 SQFT  
5' CONCRETE PATH:  
1183 SQFT

ADA SCHEDULE	Total Elevated Play Activities: 4		
	Accessible Elevated Activities	Accessible Ground-Level Activities	Accessible Ground-Level Play Types
Required	2	1	1
Provided	14	10	6

✓ ASTM F1487-21  
✓ CPSC #325

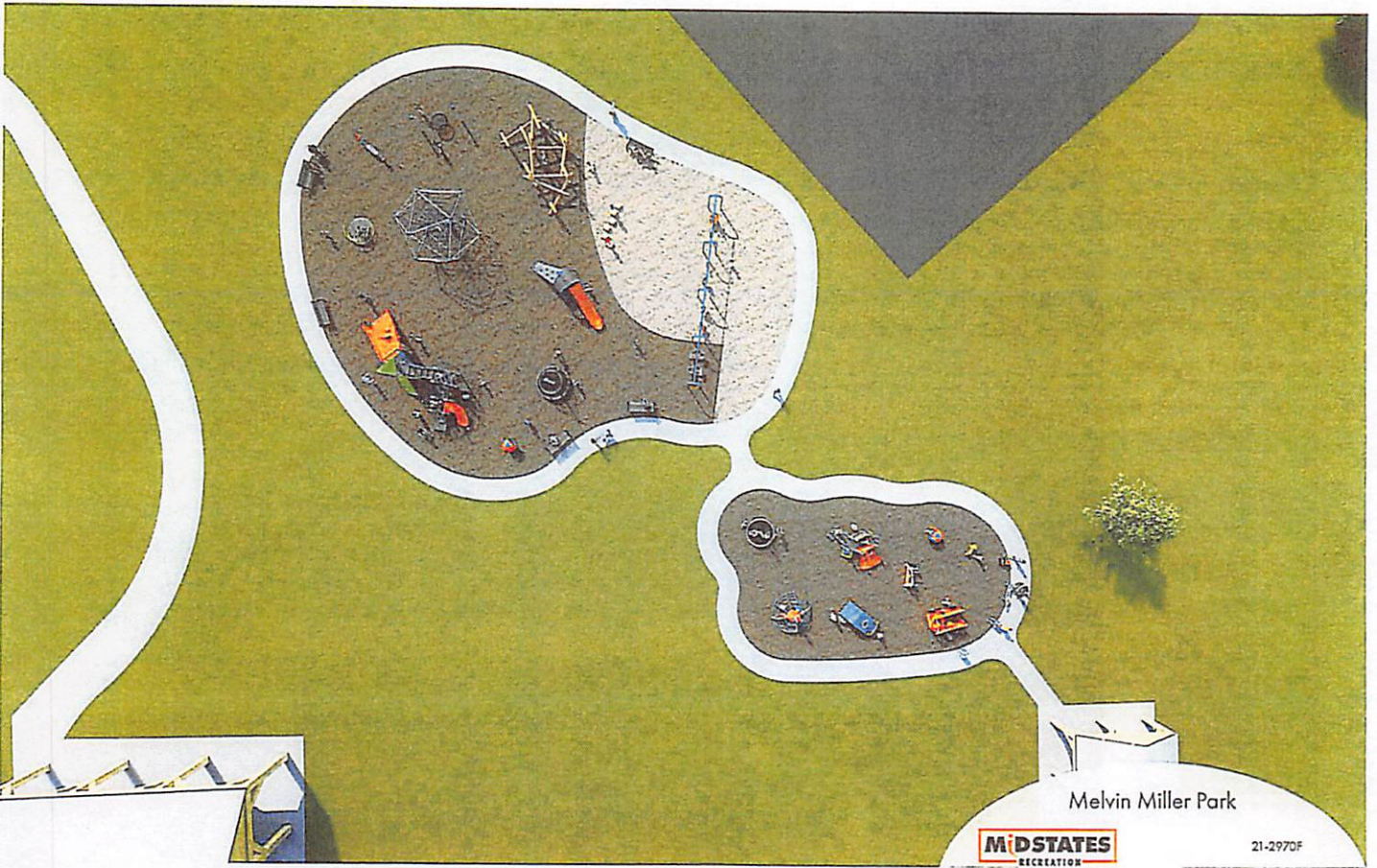


PROJECT NO: 21-2370F	SCALE: 1/8"=1'-0"
DRAWN BY: CJS	Paper Size <b>B</b>
DATE: 01-03-2024	

**MELVIN MILLER PARK**  
URBANA, OHIO

\*PLAYGROUND SUPERVISION REQUIRED





Melvin Miller Park

**MIDSTATES**  
RECREATION

21-2970F

## **RESOLUTION NO. 2697-24**

**A RESOLUTION TO AUTHORIZE THE DIRECTOR OF ADMINISTRATION OF THE CITY OF URBANA TO PREPARE AND SUBMIT AN APPLICATION FOR THE PARK AVENUE STORM SEWER PROJECT AND TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION (OPWC) STATE CAPITAL GRANT PROGRAM; TO AUTHORIZE THE MAYOR TO EXECUTE CONTRACTS AS REQUIRED; AND TO AUTHORIZE THE DIRECTOR OF FINANCE TO COMMIT AND APPROPRIATE LOCAL MATCH FUNDING FOR THIS PROJECT. (One (1) reading required, no public hearing required)**

**Department Requesting: Community Development      Sponsor: Councilman Pat Thackery**

**WHEREAS**, the State Capital Improvement Program provides financial assistance through grants and loans to political subdivisions for capital improvements to public infrastructure, and

**WHEREAS**, the City of Urbana is planning to make capital improvements for the Park Avenue Storm Sewer Project, and

**WHEREAS**, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs.

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

**SECTION ONE:**

That the Director of Administration is hereby authorized to apply to the OPWC for grant funds as may be necessary to construct this project.

**SECTION TWO:**

That the Mayor is further authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

**SECTION THREE:**

That the Director of Finance is authorized to make future financial commitments for local match funding and to ensure that the local match is readily available during the fiscal year when construction will be completed.

**SECTION FOUR:**

That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of the Council and that all deliberations of the Council and any of the decision-making bodies of the City of Urbana which resulted in such formal actions were in meetings open to the public in compliance with all legal requirements of the City of Urbana.

**SECTION FIVE:**

That this Resolution shall take effect and be in force at the earliest time provided by law.


\_\_\_\_\_  
President, City of Urbana Council

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Clerk of Council

This Ordinance approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mayor, City of Urbana

REVIEWED:  7/11/2024  
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