



**FINANCE COMMITTEE - BARTH COTNER
MONDAY NOVEMBER 13, 2017**

**COMMITTEE MEETING: FOLLOWING COMMUNITY DEVELOPMENT
COMMITTEE MEETING**

**PLACE: COUNCIL CHAMBERS
7232 E. MAIN ST, REYNOLDSBURG, OH 43068**

President: DOUG JOSEPH

Ward Members: Ward I – Stephen M. Cicak
Ward II – Brett Luzader
Ward III – Marshall Spalding
Ward IV - Mel Clemens

At Large Members: Barth R. Cotner
Chris Long
Dan Skinner, Esq.

COMMITTEES:

Community Development: Chmn Skinner, Spalding, Cicak, Clemens
Safety: Chmn Long, Cicak, Clemens, Spalding
Service: Chmn Luzader, Clemens, Spalding, Cicak
Finance: Chmn Cotner, Long, Luzader, Skinner

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Agenda is subject to amendment by Committee/Council at the time of the meeting.

All meetings of the Council shall be held in accordance with the general laws of Ohio pertaining to requirements for open meetings of public bodies.

If you wish to speak before City Council concerning a specific topic on the agenda, or about a specific topic not on the agenda, please complete a “Speaker Form” and give to the Clerk of Council. Forms are located in the wooden box on one of the bench seats in the atrium. Copies of the Rules of Discussion are available next to the wooden box.

*April Beggerow
Clerk of Council*

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes
 - a. Finance Committee – Committee Meeting – October 23, 2017
4. NEW LEGISLATION/DISCUSSION ITEMS
 - a. DISCUSSION ON VIDEO STREAMING
 - b. ORDINANCE TO MAKE A FINAL APPROPRIATION FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF REYNOLDSBURG, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2018.
 - c. ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: Amending Subsection (a) of Section 953.01 “Water Rate Schedule” OF CHAPTER 953 WATER CHARGES.
 - d. ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: Amending Subsection (c) of Section 945.02 “Rate Schedule” OF CHAPTER 945 SEWER CHARGES.
 - e. ORDINANCE TO TRANSFER FUNDS BETWEEN ACCOUNTS IN THE CITY’S WATER FUND (710) AND DECLARING AN EMERGENCY.
 - f. ORDINANCE TO TRANSFER FUNDS BETWEEN ACCOUNTS IN THE CITY’S SEWER FUND (720) AND DECLARING AN EMERGENCY.
 - g. ORDINANCE APPROPRIATING FUNDS FROM UNAPPROPRIATED CIP FUND (410) TO ACCOUNT 410.000.0158.5689 - Other Equipment; AND DECLARING AN EMERGENCY.

- h. ORDINANCE APPROPRIATING FUNDS FROM UNAPPROPRIATED GENERAL FUND TO ACCOUNT 110.340.5215 IN THE PARKS & RECREATION DEPARTMENT AND DECLARING AN EMERGENCY.
 - i. ORDINANCE AUTHORIZING MAYOR TO ENTER INTO AN INTERGOVERNMENTAL WORKING AGREEMENT WITH THE MID-OHIO REGIONAL PLANNING COMMISSION.
 - j. ORDINANCE AUTHORIZING MAYOR TO ENTER INTO AN INTERGOVERNMENTAL WORKING AGREEMENT WITH LICKING COUNTY HUMANE SOCIETY FOR SERVICES RELATED TO ACTS OF ANIMAL CRUELTY AND NEGLECT.
 - k. ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: SECTIONS 160.02 “AUTHORIZED POSITIONS, PERSONNEL, CLASSIFICATION AND PAY GRADE” Subsection (a) Administration; (e) Parks and Recreation; (f) Police Department; (g)(4) Street Division and (g)(4a) Stormwater; AND 160.03 “SALARY SCHEDULE” Subsection (a) Full Time Employees (b) Senior Police Management and (d) Seasonal Employees OF CHAPTER 160 EMPLOYEE COMPENSATION.
 - l. ORDINANCE AUTHORIZING MAYOR TO ENTER INTO AN AGREEMENT WITH KIRCH GROUP TECHNOLOGIES, LLC., FOR INFORMATION TECHNOLOGY SERVICES FOR THE PERIOD OF JANUARY 1, 2018 THROUGH DECEMBER 31, 2018; AND DECLARING AN EMERGENCY.
 - m. ORDINANCE AUTHORIZING RENEWAL OF CITY’S DENTAL INSURANCE COVERAGE WITH DELTA DENTAL FOR THE PERIOD FROM JANUARY 1 2018 THROUGH DECEMBER 31, 2019 AND DECLARING AN EMERGENCY.
5. LEGISLATION FOR EMERGENCY ADOPTION
- a. ORDINANCE AUTHORIZING MAYOR TO PURCHASE TELEX DISPATCH CONSOLE AND RELATED EQUIPMENT FOR THE REYNOLDSBURG POLICE DEPARTMENT; APPROPRIATING FUNDS THEREFOR AND DECLARING AN EMERGENCY.

- b. ORDINANCE TO AUTHORIZE THE MAYOR TO ENTER INTO A SHORT TERM LEASE AGREEMENT WITH TAYLOR SQUARE OWNER, LLC., FOR STOREROOM B-12 LOCATED AT 7639 FARMSBURY ROAD; AND DECLARING AN EMERGENCY.
- c. ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT WITH EMH&T FOR THE ENGINEERING, PLANS, AND PREPARE BID DOCUMENTS FOR THE 2018 STREET PROGRAM, APPROPRIATING FUNDS THEREFORE, AND DECLARING AN EMERGENCY.
- d. ORDINANCE AUTHORIZING THE PURCHASE AND INSTALLATION FOR A RECTANGULAR RAPID FLASH BEACON, CONCRETE SIDEWALK PANEL REPAIR AND RESTRIPIING; APPROPRIATING FUNDS THEREFORE; AND DECLARING AN EMERGENCY.
- e. ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO AN AGREEMENT WITH SPECTRUM BUSINESS FOR CONSTRUCTION OF POINT TO POINT LINE BETWEEN REYNOLDSBURG AND GAHANNA.

6. LEGISLATION FOR SECOND READING

- a. ORDINANCE MAKING TRANSFER OF FUNDS AMONG VARIOUS GENERAL FUND DEPARTMENTS.

7. LEGISLATION FOR THIRD READING/ADOPTION

- a. ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT WITH DONALD J. SCHONHARDT & ASSOCIATES, INC. FOR MANAGEMENT CONSULTING SERVICES.
- b. ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO CONTRACT WITH OHM ADVISORS FOR PROFESSIONAL COMPREHENSIVE MASTER PLAN SERVICES AND APPROPRIATING FUNDS THEREFORE.

- c. ORDINANCE AUTHORIZING CITY AUDITOR TO REMOVE EQUIPMENT FROM THE CITY'S FIXED ASSET LIST.
- d. ORDINANCE APPROPRIATING FUNDS FROM UNAPPROPRIATED INCOME TAX FUND TO AN ACCOUNT IN THE CITY INCOME TAX DEPARTMENT



**FINANCE COMMITTEE - BARTH COTNER
MONDAY OCTOBER 23, 2017**

COMMITTEE MEETING: 7:51 PM

**PLACE: COUNCIL CHAMBERS
7232 E. MAIN ST, REYNOLDSBURG, OH 43068**

1. Call to Order

PRESENT: Cotner, Long, Skinner, Luzader, Joseph

ABSENT:

2. Approval of Agenda

Agenda stands approved

3. Approval of Minutes

Minutes stand approved.

a. Finance Committee – Committee Meeting – October 9, 2017

RESULT:	ACCEPTED
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4. Discussion

a. Video Streaming Discussion

Ms. Beggerow: I did recently get correspondence from Dublin as to their count for their streaming and at most 817 on their live streaming at their first meeting in January. The least amount would come in May at 22. It's across the board with fellow clerks as to how they do it. Some of them YouTube. Some of them have a video on demand service. The ones that do public access television, they're of course the ones that have 3,000. There are anywhere from 4 to 10 people for smaller towns like Moraine. 60 to 100 for Greenville. 8 to 22 for the City of Norton. I only polled City Clerks. These are city numbers. Not obviously Moraine is only 6,000 people. It's a small city. I did not get a hold of Bexley because good luck getting a hold of Bexley.

Mr. Cotner: Thank you for the information and checking into things for us. I still feel like there's something that we need to be doing with this. I think it probably sounds like it could start pretty basic. Whether it be a YouTube or a streaming service, something like that. I think that might be a reasonable entry point. Low cost, low investment, and yet at least we can see what the reaction might be is kind of my feeling initially. Anyone else have thoughts, opinions?

Minutes Acceptance: Minutes of Oct 23, 2017 7:33 PM (Approval of Minutes)

Mr. Long: As we've talked about this and the different points, whether it be audio visual, tape recording or broadcast live, I think one thing that everybody can agree on is, we've had issues. Particularly individuals in the audience have experienced. We have an initial need to where the sound system, I believe, the audio visual system needs to be addressed. It's not going to do us any good to go ahead and video tape something if we can't hear what the people are saying because microphones are constantly cutting in and out and things of that sort. I like the direction we're taking on this, but I think that we need to also put efforts in addressing that as well.

Mr. Cotner: I agree. We do need to look at that.

Ms. Beggerow: What are your thoughts at just adding the audio files to the website because we record currently? My Accela representative said that we could upload the audio files. I don't know what kind of cost there would be associated with that, but it would only be whatever it would take for them to host it.

Mr. Cotner: Again, at least something that we may enter with.

Mr. Luzader: Would you still be able to earmark a certain segment of the meetings?

Ms. Beggerow: Doubt it, but I can check on that for sure because in the program currently there's places where I can time stamp.

Mr. Luzader: I know you said you could for possibly video.

Ms. Beggerow: Right, but that would only apply if we used it through our particular program, like YouTube and that sort of thing I couldn't do anything with that.

Mr. Cotner: When we looked at the cameras, didn't he share that a fairly low cost camera would have a microphone also attached? The technology they have now their microphones would even be able to have that built into the camera. Am I remembering that?

Ms. Beggerow: I do recall something to that effect. These were just camera folks. These aren't ones that would address our sound system as it stands. The sound system as it stands will be a lot more expensive.

Mr. Long: It needs done.

Ms. Beggerow: I know.

Mr. Cicak: I like the idea of doing the podcast, the cost of it. I was wondering if we could explore maybe a partnership with the school district either with students in government or their theater class or someone bringing something in and doing the video stream here. That way we're not responsible for the record retention which seems to be a very large expense.

Mr. Hood: The second part of the contention is the one I disagree with. A partnership with the school is maybe worthwhile. I don't think that would alleviate our obligation to maintain the public records and then keep them for as long as retention schedule calls for and then destroy them properly after the time has expired. Just because we give a record to some other agency whether they be public or private doesn't relieve us of our obligation to keep them.

Mr. Cicak: Thank you for that clarification.

Mr. Cotner: Let's keep it for discussion. Maybe we'll look a little deeper at some of the options. Maybe reach out to the schools. See if there's something that can be coordinated together. There's no quick fix for this. I think everybody is in agreement that we want to try to find something and maybe a low cost way to start is the first step.

Mr. Joseph: April, you indicated earlier that we may need to look at upgrading our sound system. Have you done any research on what that's going to be costing? It's been about 10 to 12 years since we've done that.

Ms. Beggerow: The sound system itself, from what I understand, the guts which are in a box, in the records room, are not that old. They've come in and have replaced some of those pieces parts. The last conversation that I had with the company was in regards to changing out the microphone system. The gentlemen that were here explained that our system does work. The problem is if you sit back here, the microphones aren't going to pick up. They pick up when you're up speaking into them. A lot of times people start back here or they don't trigger it. Like, there's a gentleman that will stand up and tap on occasion. Usually that tap will activate it. I don't know if it's just a matter of, we need to figure out how to turn it up because I can't turn anything up, but the actual workings, they seem to work ok. It's just we're not; sometimes we're not kicking it on. The cost to replace the microphones, I think they were talking several thousand dollars and that's just to replace the microphone with a different kind of microphone that works the same way.

Mr. Joseph: Do we know who installed these? Maybe they could give us an idea of how to tweak it.

Ms. Beggerow: The gentleman that did this original sound system has retired and is no longer in business. It was Mr. Taggart that I was working on this with and he called a couple of companies. They came out. The one that actually came out, that made more sense, is the one that said, your system works fine. We can definitely revisit that and find some other companies to have them come out.

Mr. Joseph: Perhaps a consultant that deals with this type of thing could take a look and see if they're familiar with this type of sound system to make recommendations to how we can make it more efficient rather than buying a whole new system. If you could check into that?

Ms. Beggerow: Certainly.

Mr. Cotner: We will just hold on to this and see if we can keep coming up with some more information. Thank you for the feedback Ms. Beggerow. Thank you for your work on doing some of the research and finding some options for us.

b. ORDINANCE AUTHORIZING MAYOR TO PURCHASE TELEX DISPATCH CONSOLE AND RELATED EQUIPMENT FOR THE REYNOLDSBURG POLICE DEPARTMENT; APPROPRIATING FUNDS THEREFOR AND DECLARING AN EMERGENCY.M

Lt. Early: The radio console, the current one in the Police Department, is 16 years old and it's an analog system, which is trying to run our digital system which is the 800 megahertz. We had power outages on September 21 and 22 and discovered that our backup battery system and there were a lot of other issues that went wrong with the radio. On October 12 we have what was considered a low volume issue where the volume fluctuated back and forth and then the dispatcher's headsets stopped working. Our contractor REM was able to come in and fix it and repair it. They've told this repeatedly there's really not a whole lot more they can do once that console fails that's going to be the end of it. To make matters a little bit more difficult we're in the process of going with new TriTech Software, ICS, and our 911 system and these parts are probably not going to mesh real well with the analog console. That's what we're asking for now. It's the last piece of equipment in there that really needs upgraded.

Mr. Cotner: This is not a band-aid to get us through. This is the equipment that we need to continue and take us moving forward. Correct?

Lt. Early: Yes sir. REN has done an exceptional job over the last couple of years keeping parts and getting it repaired. With age, even though ours is only 16 years old, the components and the technology are probably about 20 years old. It's very outdated.

Mr. Long: Lieutenant, you and I talked on the phone and you were going to check to determine if there were balances in some of the restricted funds that could be utilized to purchase this, so that we're not having to go to the general revenue fund.

Lt. Early: Yes sir. I think that we spent everything in our forfeiture fund that we were able to on the 911 system part of it. This is just something that occurred when they're trying to make everything mesh and work together.

Mr. Clemens: Are we speaking about \$100,000?

Lt. Early: Yes sir.

Mr. Clemens: And you would like not to bid that out?

Lt. Early: We have an open project right now. I don't know of another vendor other than REN which worked on it that would be able to do it.

Mr. Clemens: But you haven't checked? You don't know?

Lt. Early: I can certainly look at that sir, yes. I don't know of anybody else that deals with that kind of equipment or that would be able to work on this system that we currently have.

Mr. Clemens: My problem is, passing these things as emergency without even bidding it out without even checking. I have no problem with doing it, but I think it should bid out. We've done too many things not bidding it out or you should check on it and see whether you can or not.

Mayor McCloud: We'll look into it.

Mr. Luzader: I somewhat agree with Mr. Clemens on that, but I'm also kind of wondering, since you're in the midst of installing your new system and if you bid this out and somebody else comes in and puts this in, will that make a conflict on having somebody come in and needing repairs done on one or the other?

Lt. Early: That raises a very interesting point. I don't know that REN would feel obligated or have a contract with us to work on equipment that they did not install.

Mr. Cicak: They could certainly match the price. That would be an option if you wanted to stay with that same contractor if it came in lower.

Mr. Cotner: I know we need to get this moving, but it sounds like you need to check a little bit and come back to us with a little bit more information. Then we will be able to move forward. Because again, I think everyone's in agreement that yes we want to make sure we've got the right things, but we want to make sure we're doing it the right way if we could too.

Lt. Early: Understood.

Mr. Cotner: We'll move this forward for first reading.

Mr. Skinner: Seconded.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/23/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Dan Skinner, At Large	
AYES:	Cotner, Long, Skinner, Luzader	

c. Ordinance Making Transfer of Funds Among Various General Fund Departments.

Ms. Boller: This is not a new allocation of money. This is just a transfer of funds out of one account into multiple other accounts.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/23/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Chris Long, At Large	
AYES:	Cotner, Long, Skinner, Luzader	

- d. Ordinance to Authorize the Mayor to Enter into a Short Term Lease Agreement with Taylor Square Owner, LLC., for Storeroom B-12 Located at 7639 Farmsbury Road; and Declaring an Emergency.

Mayor McCloud: Thank you Chairman Cotner, members of council. What you have before you is a short term lease agreement that would be entered into upon passage with the City of Reynoldsburg and Taylor Square Owner, LLC. This would provide us with a fixed site of a Police Sub-Station in the Taylor Square area. As you know, there's a fair amount of activity there. We are there every day quite often as it is, but this would also be a place where citizens would know that we would be operating out of. You have the terms before you. It is through October 31, 2018.

Mr. Long: Mayor, you and I talked about this and I just want to make sure that it stated in the record that when we were originally approached by this that the city was told by the management, the landlord of Taylor Square, that we would have the space for free.

Mayor McCloud: Yes. If I may elaborate, they then came back and said they needed \$1,200 a month and we said, see ya. Then they came back with this figure, which includes utilities and I think that's probably a good place to be.

Mr. Long: It's going to be significant in the area to have a community resource officer who's going to be there for not only just pedestrians, people in the area, shop owners, and everybody else. We were all fired up, the fact we had that partnership with those guys over there and then he turned around and kind of flip-flopped on what his original offer was. Thank you.

Mayor McCloud. Yes, absolutely. Thank you.

Mr. Spalding: Is this the same site that we're already set up in? Because we're already in that last building. We're already set up. The police cars there every day. Are we just going to start paying for the place we're already in?

Mayor McCloud: We are there every day operating out of different places. What this is going to do is specifically be an address. The original contemplation was that they would just move us around as they had tenants coming in, which continuity seems to be kind of appropriate for this so that people know where we're going to be and when we're going to be there. This defines it; it is going to be at specific address.

Lt. Early: It will be the same address and that was part of what this did is it locks us into that so that they won't move us.

Mr. Spalding: Because that specific address is the only one actually on Farmsbury and we've been in there some time now. We've been officially already operating there for months now. It's good and there's frequently is police person right there. They have easy access and you can certainly see the presence as you drive up and down Farmsbury Road. This makes it easier and that's a pretty reasonable rate. I remember it being free, but that's very reasonable for what we're getting and what they're getting. I think it makes good sense.

Mr. Cotner: Especially that it includes utilities. We don't have anything that we have to pay out. It does include gas, water, electric, everything is paid for. What are the hours? Is it going to operate 7 days a week or what will the short term, long term be?

Lt. Early: Officer Jackson, who's our community resource officer for that area, that's where she's going to be. Her base of operation during the day. She usually works between 8 and 4 or 10 and 6 and then we're going to allow officers off shift to use it, especially during the retail season. We've got nothing but positive feedback from the tenants and the folks around there. They like seeing the police cars. They like seeing us in and out of there at all hours. It's been good.

Mr. Cotner: Would it be, maybe even your hopes, that it expands a little bit from one officers primary location to having a little stronger presence there even?

Lt. Early: We're a little bit limited because obviously we can't take suspects over there, but if we could meet people for taking reports, community events, things like that, yes, absolutely.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/23/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Chris Long, At Large	
AYES:	Cotner, Long, Skinner, Luzader	

- e. Ordinance Authorizing Mayor to Enter into Contract with EMH&T for the Engineering, Plans, and Prepare Bid Documents for the 2018 Street Program, Appropriating Funds Therefore, and Declaring an Emergency.

Mr. Sampson: Thank you Chairman Cotner, members of council. The city is moving forward with the 2018 street program. This began with the legislation from improvements on Baldwin Road. That legislation at the last council meeting has been approved. Financial legislation includes a minor widening and overlay on Rodebaugh Road at the S curve. This will be cost shared with Truro Township. We also propose a new crosswalk meeting and curb ramps on E Main Street at the Lancaster Ave intersection, different from what we discussed earlier with the safety committee. Reconstruction, resurfacing, debt repair, and spot curb replacement will be performed on Jackson Street, Foxchase Road, Firth Drive, Haverton Drive, Radekin Road, Astor Drive, French Drive, Upworth Ave, Glenford Court, Lockmere Court, Crosswick Court, and Dean Court. We will be repaving and repairing the parking lot at Civic Park, which will include addressing the drainage issue. We have consistent flooding in that parking and we'll also be redoing the repaving the Spangler lot at Huber Park. The engineer's estimate for the 2018 street program is \$4,383,000; however, this is a very attractive project. We are beginning work early with survey and design this

year so that we can get it out for bid in early spring of next year and we do anticipate some very competitive bids in the spring.

Mr. Clemens: I think it's a good street program. I know the engineers and they do a good job. I do have a couple questions. On Rodebaugh Road and the \$65,000, that's what we'll be paying and they will be paying \$65,000?

Mr. Sampson: No, we'll be cost-sharing. That's a total of \$65,000. The engineers estimate will be cost-sharing that. We met with Jason Nicodemus, the Truro Township Administrator, and Pat Mahaffey, the Trustee, and they're committed to cost-sharing that, but we haven't worked out the final break down.

Mr. Clemens: They'll be splitting in half?

Mr. Sampson: Yes.

Mr. Clemens: I just want to make sure we get our half back. The second part, I know that we had discussed it, Jackson was going to be done next year, but you've decided to do it this year and that's alright. I have no problem with that.

Mr. Sampson: Jackson was actually our OPWC candidate last year. It is in poor condition. The good news is we have certainly much more money. We spent \$500,000 this year on the street program. We're spending over \$4 million in 2018 on our street program. We tapped both Jackson and Baldwin over the past couple of years for OPWC funding and they were denied. They do need work. We have 122 miles of road in the city. We're not having to search too far to find candidates. Jackson was near the top of the list.

Mr. Clemens: One other thing and I think we should do it, is black topping our parks, our parking areas. I kind of think that should be a separate issue and that \$630,000 be back into the streets, so someday think about that. In other words, still do it, but we still would assign that to the Recreation Department and put \$630,000 back into our street program. I'm just trying to get more money. Don't get me wrong.

Mr. Sampson: No, I understand that. That's a very good point councilman Clemens. The benefit of doing repaving, resurfacing of the parks is the cost savings. We will go out to bid for a \$4 million street program. We are going to get the large firms bidding on this and it's going to be, rather than separate the parks out, including them in that paving when you've got their equipment, when you've got their personnel on site, being able to take advantage of those resources. It's much more cost effective to do the parks when we're doing our streets.

Mr. Clemens: That's not what I meant. You kind of misunderstood. I want to do the parks. I want to do it the same time and all that. I just don't like seeing \$630,000 come out of the street program. I'd rather see another \$630,000 come out to this and that's all. So, we'll just skip over that. One other thing, and I appreciate it and all that, but do me a favor, pull Firth Drive off of the street program. I didn't run to get elected to put a new street on Firth Drive. I think there's more streets that need it than my street. I know I've kidded you about it being

two different colors, but I think there's more streets that's in worse shape than mine and my district that can use it, other than Firth. They seem to be able to speed up and down my street with no problem at all and I'd rather if you would, pull it off.

Mr. Sampson: I understand Councilman Clemens and again I misunderstood again. I misunderstood that I didn't realize you were kidding me when you wanted that street redone. It's actually a street that needs to be resurfaced. It's near the top of our list in terms of streets in disrepair in the city. As a council member, I respect your opinion on that. You were a Service Director. I respect your background and your history with the city and we will take it off the list.

Mr. Clemens: I'd just like you to think about pulling it off.

Mr. Sampson: No, you're telling me... I propose you dispose.

Mayor McCloud: Mel, I've never used this phrase in here yet, but it's one of yours, I think your street looks like hell and that's why we put it on there, the two tone, but if that's your wish then we can certainly take it under advisement and act accordingly.

Mr. Clemens: Well, check on it.

Mr. Sampson: All of the streets that we've chosen, again we're not hurting for streets that we need to have done. It's going to take time. We're certainly in a great position financially to be able to pursue this more aggressively.

Mr. Clemens: I don't want you to think that I forced you into doing my street.

Mr. Sampson: No sir. Mel, I've got to be honest, we're going through the list and I checked it off with our City Engineer and our Street Department Manager, Keith Kundtz, and I didn't make the connection that it was your street. It's up to you gentlemen and if you see something that makes you uncomfortable or you think needs to be re-evaluated that's where we're at right now.

Mr. Cotner: Mr. Sampson, thank you for bringing a very good comprehensive list to us. It's really nice to see an investment into our infrastructures. The streets aren't too exciting, but it really is an exciting thing that we can invest into this, so it's a good program that we're moving forward with.

Mr. Luzader: Just one clarification Bill, when it comes to Jackson, now we're just going to do spot repair, resurface? We're not going to do the entire OPWC program that you initially had?

Mr. Sampson: No sir. We had to cut back significantly on the OPWC application what we proposed for that particular project. It's going to be resurfacing, spot curb repair. Yes, we scaled it back to from what we originally proposed with.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/23/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Brett Luzader, Ward II	
AYES:	Cotner, Long, Skinner, Luzader	

- f. Ordinance Authorizing the Purchase and Installation for a Rectangular Rapid Flash Beacon, Concrete Sidewalk Panel Repair and Restriping; Appropriating Funds Therefore; and Declaring an Emergency.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/23/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Chris Long, At Large	
AYES:	Cotner, Long, Skinner, Luzader	

- g. Ordinance Authorizing and Directing the Mayor to Enter into an Agreement with Spectrum Business for Construction of Point to Point Line Between Reynoldsburg and Gahanna.

Lt. Early: This ties into our TriTech software package. It's an actual hard line connection between us and Gahanna, so that when we are up and running on the 30th we can run our systems and if ours were to go down we could dispatch from there and potentially if theirs were to go down they could dispatch from us.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/23/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Chris Long, At Large	
AYES:	Cotner, Long, Skinner, Luzader	

- h. Ordinance Authorizing Mayor to Enter into Contract with Donald J. Schonhardt & Associates, Inc. for Management Consulting Services. (First Reading 10/09/2017).

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/23/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Chris Long, At Large	
AYES:	Cotner, Long, Skinner, Luzader	

- i. Ordinance Authorizing the Mayor to Enter into Contract with Ohm Advisors for Professional Comprehensive Master Plan Services and Appropriating Funds Therefore. (First Reading 10/09/2017).

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/23/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Brett Luzader, Ward II	
AYES:	Cotner, Long, Skinner, Luzader	

- j. Ordinance Authorizing City Auditor to Remove Equipment from the City's Fixed Asset List. (First Reading 10/09/2017).

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/23/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Brett Luzader, Ward II	
AYES:	Cotner, Long, Skinner, Luzader	

- k. Ordinance Appropriating Funds from Unappropriated Income Tax Fund to an Account in the City Income Tax Department. (First Reading 10/09/2017).

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/23/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Chris Long, At Large	
AYES:	Cotner, Long, Skinner, Luzader	

- l. Ordinance Authorizing the Mayor to Renew an Agreement with Rumpke of Ohio, Inc. to be the Sole Provider of Solid Waste, Recyclable Materials and Yard Waste Collection Services for Waste Generated by Residential Units, Municipal Facilities and During Special Events in the City of Reynoldsburg, Ohio and Declaring an Emergency.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/23/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Brett Luzader, Ward II	
AYES:	Cotner, Long, Skinner, Luzader	

- m. Ordinance Authorizing Mayor to Enter into Contract with the District Advisory Council of the Franklin County General Health District, and Franklin County Public Health for Health Services from January 1, 2018 to December 31, 2018. (Second Reading 10/09/2017).

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/23/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Dan Skinner, At Large	
AYES:	Cotner, Long, Skinner, Luzader	

- n. Ordinance Authorizing Mayor to Enter into an Agreement with Evans, Mechwart, Hambleton & Tilton, Inc., ("EMH&T") for General Consulting and Professional Design Services. (Second Reading 10/09/2017).

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/23/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Chris Long, At Large	
AYES:	Cotner, Long, Skinner, Luzader	

- o. Ordinance Authorizing Mayor to Enter into an Agreement with CT Consultants, Inc., (“CT”) for General Consulting and Professional Design Services. (Second Reading 10/09/2017).

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/23/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Brett Luzader, Ward II	
AYES:	Cotner, Long, Skinner, Luzader	

- p. Ordinance Authorizing Mayor to Enter into an Agreement with American Structurepoint for General Consulting and Professional Design Services. (Second Reading 10/09/2017).

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/23/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Dan Skinner, At Large	
AYES:	Cotner, Long, Skinner, Luzader	

Mayor's Office
Brad McCloud
7232 E. Main Street
Reynoldsburg OHIO 43068
Phone

ORDINANCE REQUEST

DATE: **November 13, 2017**

TO:

RE: **Ordinance to Make a Final Appropriation for Current Expenses and
Other Expenditures of the City of Reynoldsburg, State of Ohio,
During the Fiscal Year Ending December 31, 2018.**

Statement of necessity:

City of Reynoldsburg

2018 Budget

Submitted by Brad McCloud

BUDGET	DEPARTMENT	Personal	Supplies	Services	Debt	Other	Capital	2018	2018	2017	2016	2015	2014	2013	20
		Services (6100)	(5200)	(5300)	(5400)	(5500)	Purchases (5600)	Budget Request	Estimated Revenue	Final Budget	Actual Expense	Actual Expense	Actual Expense	Actual Expense	Actual Expense
110-111-0000	POLICE	9,409,560	415,100	705,860	0	0	817,500	11,346,040	9,235,966	9,285,966	9,282,044	8,875,623	8,704,181	8,175,214	8,1
110-280-0000	MECHANIC	154,279	100,800	41,850	0	0	54,000	350,929	288,892	277,866	277,866	221,253	217,706	239,005	2
110-340-0000	PARKS & RECR.	751,870	237,000	438,000	0	0	261,800	1,688,670	1,688,670	1,688,670	1,688,670	963,901	951,653	794,199	7
110-343-0000	SENIOR CENTER	168,873	19,040	237,750	0	0	57,500	483,163	217,493	224,183	224,183	314,285	153,502	168,201	1
110-448-0000	SERVICE	568,227	22,000	650,500	0	0	0	1,240,727	1,195,952	1,135,707	1,135,707	925,522	944,559	893,380	808,865
110-449-0000	ENGINEERING							0	0	0	0	0	2,772	78,158	106,829
110-479-0000	BUILDING	369,874	16,000	79,300	0	0	2,000	467,174	467,174	464,560	464,560	330,220	307,925	287,726	308,097
110-522-0000	MAYOR	132,908	800	42,100	0	0	0	175,808	172,382	189,253	189,253	194,211	204,851	194,644	194,644
110-534-0000	CIVIL SERVICE	62,289	400	28,100	0	0	500	91,289	82,775	80,448	80,448	63,720	53,232	50,788	73,542
110-545-0000	CITY AUDITOR	379,955	6,500	85,550	0	0	0	472,005	444,334	420,950	387,236	387,236	362,712	337,503	336,890
110-564-0000	CITY ATTORNEY	516,314	2,400	74,650	0	0	0	593,364	567,765	577,620	577,620	476,524	454,495	478,277	465,063
110-571-0000	CITY COUNCIL	192,073	1,700	63,700	0	0	3,000	260,473	247,599	245,364	245,364	206,947	172,331	186,458	203,802
110-580-0000	DEVELOPMENT	231,857	3,750	187,150	0	0	0	422,757	301,099	264,989	264,989	215,348	362,400	146,651	136,262
110-582-0000	HUMAN RE	105,499	13,000	23,550	0	0	0	142,049	134,736	114,580	491,706	312,435	292,042	352,564	217,218
110-584-0000	COMPUTER	0	13,000	363,900	0	0	124,000	500,900	442,106	491,706	491,706	312,435	292,042	352,564	217,218
110-583-0000	CLERK OF COURTS	245,051	4,500	84,600	0	0	0	334,151	328,537	300,942	300,942	258,371	246,632	236,626	252,205
110-585-0000	GENERAL ADMIN	278,652	3,500	650,000	0	0	13,000	945,152	988,536	933,483	933,483	645,762	610,131	459,396	626,507
110-810-0000	PUBLIC HEALTH	0	0	302,552	0	0	0	302,552	285,500	271,289	271,289	257,940	219,428	212,965	205,667
TOTAL	GENERAL FUND	13,567,281	859,490	4,059,132	0	0	1,333,300	19,819,203	16,658,619	16,739,427	14,731,737	14,303,591	13,343,367	12,648,127	12,648,127
220-564-0000	INCOME TAX	86,862	600	86,300	0	1,756,000	3,000	1,932,762	1,103,913	1,101,541	1,237,706	1,085,882	1,049,402	866,750	326,756
220-568-0000	STREET	654,799	293,500	145,630	0	0	1,009,600	2,103,529	1,024,664	1,237,706	1,237,706	1,085,882	1,049,402	866,750	756,863
270-268-0000	STATE HIGHWAY	0	70,000	24,000	0	0	0	94,000	94,000	167,750	159,786	92,893	142,116	97,289	97,289
710-735-0000	WATER	402,196	124,700	5,321,444	0	0	491,000	6,705,097	6,011,348	5,953,668	5,377,544	5,540,189	5,830,050	5,512,000	5,512,000
720-736-0000	WASTEWATER	391,607	29,550	5,077,202	0	0	391,000	5,929,283	5,623,043	5,511,808	5,511,808	6,796,975	4,942,690	5,999,803	4,756,428
740-737-0000	STORM WATER	309,693	36,250	973,890	122,487	0	40,000	1,482,320	1,235,772	1,168,789	1,168,789	632,187	513,640	468,020	412,878
750-738-0000	REFUSE COLL.	0	2,000	2,109,950	0	0	0	2,111,950	2,057,000	2,047,500	2,047,500	1,876,883	2,016,260	2,046,808	1,996,179
230-000-0000	PERMISSIVE LIC.	0	0	0	0	0	0	0	0	0	0	0	0	0	117,896
240-000-0000	POLICE PENSION	160,000	0	0	0	3,000	0	163,000	193,000	163,000	163,000	162,739	192,970	192,743	192,705
250-000-0000	SEWER CAPACITY	0	0	250	64,178	0	0	64,428	64,428	64,430	127,449	133,080	71,331	74,827	49
TOTALS	TOTALS	2,005,157	556,600	13,738,666	592,346	1,759,000	1,934,600	20,556,359	0	17,407,190	17,479,210	16,627,465	14,765,640	16,505,111	14,169,112
211-000-0000	COURT COMPUTER	0	16,000	27,000	0	0	12,000	55,000	55,000	55,000	55,000	26,388	28,066	36,936	16,747
282-111-0000	COPS IN SCHOOL							0	0	0	0	108,436	116,546	30,054	4,495
290-111-0000	LAW ENFORCEMENT							0	0	0	0	0	0	0	0
291-111-0000	DRUG ENFORCEMENT							0	0	0	0	0	0	0	0
292-111-0000	SAFETY BELT PROG							0	0	0	0	0	0	0	0
293-111-0000	DUE DEDUCTION							0	0	0	0	0	0	0	0
294-111-0000	FEDERAL FORFEITURE							0	0	0	0	17,115	95,756	25,651	0
295-111-0000	LAW ENFORCE/ASST							0	0	0	0	0	0	0	0
297-111-0000	EDWARD BYRNE							0	0	0	0	0	0	0	0
310-000-0000	GENERAL DEBT	0	0	1,645,686	0	0	0	1,645,686	1,577,204	1,494,935	1,494,935	1,498,890	1,736,500	1,830,362	1,907,206
320-000-0000	S A DEBT	0	0	0	0	0	0	0	0	0	0	0	0	0	0
330-000-0000	TAYLOR SQ. DEBT	0	0	568,675	0	0	0	568,675	574,385	605,598	605,598	601,348	606,347	603,522	604,523
690-000-0000	EMPLOYEE FUND							0	0	0	0	0	0	0	0
970-000-0000	Taylor Sq TIF	0	0	45,000	0	0	0	45,000	40,000	39,000	39,000	1,291,496	1,764,450	2,046,808	647,546
971-000-0000	BRICE-MAIN DEBT	0	0	0	93,245	0	0	93,245	88,220	89,340	89,340	89,509	90,725	306,582	202,722
972-000-0000	KROGER TIF DEBT	0	0	1,500	0	0	0	1,500	1,500	1,200	1,200	35,111	35,082	39,711	34,084
973-000-0000	SUMMIT RD TIF #1	0	0	50	0	0	0	50	0	0	0	0	0	0	0
974-000-0000	TAYLOR RD TIF #1	0	0	1,000	0	0	0	1,000	350	350	350	248	192	308	339
975-000-0000	TAYLOR RD TIF #2	0	0	50	0	0	0	50	0	0	0	10	10	10	9
TOTAL MISC FUNDS	TOTAL MISC FUNDS	0	16,000	74,600	2,307,606	0	12,000	2,410,206	0	2,336,709	2,285,563	3,668,551	4,493,676	4,912,715	3,454,622
GRAND TOTALS	GRAND TOTALS	15,572,438	1,432,090	17,872,398	2,899,952	1,759,000	3,279,900	42,815,778	0	36,402,518	36,504,200	35,027,753	33,582,908	34,761,253	30,271,861

BUDGET	DEPARTMENT	Personal	Supplies	Services	Debt	Other	Capital	2018	2018	2017	2016	2015	2014	2013	20
		Services (5100)	(5200)	(5300)	(5400)	(5500)	Purchases (5600)	Budget Request	Estimated Revenue	Budget Final	Actual Expense	Actual Expense	Actual Expense	Actual Expense	Actual Expense
110-111-0000	POLICE	9,409,560	415,100	705,880	0	0	817,500	11,342,040	9,235,966	9,282,044	8,875,623	8,704,181	8,175,214	8,175,214	8,175,214
110-290-0000	MECHANIC	154,279	100,800	41,850	0	0	54,000	350,929	288,892	277,866	221,253	217,706	239,005	239,005	239,005
110-340-0000	PARKS & RECR.	751,870	237,000	438,000	0	0	261,800	1,688,670	1,234,018	1,464,442	963,901	951,653	784,199	784,199	784,199
110-343-0000	SENIOR CENTER	168,873	19,040	237,750	0	0	57,500	483,163	217,493	224,183	314,285	153,502	168,201	168,201	168,201
110-448-0000	SERVICE	568,227	22,000	650,500	0	0	0	1,240,727	1,195,962	1,135,707	925,522	944,559	893,380	808,865	808,865
110-449-0000	ENGINEERING							0	0	0	0	0	0	0	0
110-479-0000	BUILDING	369,874	16,000	79,300	0	0	2,000	467,174	470,907	464,560	330,220	307,925	287,726	308,097	308,097
110-522-0000	MAYOR	132,908	800	42,100	0	0	0	175,808	172,382	189,253	194,213	194,644	194,644	194,644	194,644
110-534-0000	CIVIL SERVICE	62,289	400	28,100	0	0	500	91,289	82,775	80,448	63,720	53,232	50,788	73,542	73,542
110-545-0000	CITY AUDITOR	379,955	6,500	85,500	0	0	0	472,005	444,334	420,950	387,236	362,712	337,503	336,890	336,890
110-554-0000	CITY ATTORNEY	516,314	2,400	74,650	0	0	0	593,364	567,765	577,620	476,524	454,495	478,277	465,063	465,063
110-571-0000	CITY COUNCIL	192,073	1,700	63,700	0	0	3,000	260,473	247,599	245,364	206,947	172,331	186,456	203,802	203,802
110-580-0000	DEVELOPMENT	231,857	3,750	187,150	0	0	0	422,757	301,099	264,989	215,348	362,400	146,651	136,262	136,262
110-582-0000	HUMAN RE.	105,499	13,000	23,550	0	0	124,000	142,049	134,736	114,580	82,439	54,160	51,404	51,404	51,404
110-584-0000	COMPUTER	0	13,000	363,900	0	0	0	500,900	442,106	491,706	312,435	292,042	352,564	217,218	217,218
110-593-0000	CLERK OF COURTS	245,051	4,500	84,600	0	0	0	334,151	328,537	300,942	258,371	246,632	236,626	252,205	252,205
110-595-0000	GENERAL ADMIN.	278,652	3,500	650,000	0	0	13,000	945,152	988,536	933,483	645,762	610,131	459,396	626,507	626,507
110-810-0000	PUBLIC HEALTH	0	0	302,552	0	0	0	302,552	285,500	271,289	257,940	219,428	212,965	205,667	205,667
TOTAL	GENERAL FUND	13,567,281	859,490	4,059,132	0	0	1,333,300	19,819,203	16,658,619	16,739,427	14,731,737	14,303,591	13,343,367	12,648,127	12,648,127
220-564-0000	INCOME TAX	86,862	600	86,300	0	1,756,000	3,000	1,932,762	1,103,913	1,101,541	402,389	366,265	766,343	326,736	326,736
260-268-0000	STREET	654,799	293,500	145,630	0	0	1,009,600	2,103,529	1,024,664	1,237,706	1,085,882	1,049,402	866,750	756,863	756,863
270-268-0000	STATE HIGHWAY	0	70,000	24,000	0	0	0	94,000	94,000	167,750	159,786	92,893	142,116	97,289	97,289
720-735-0000	WATER	402,196	124,700	5,321,444	365,757	0	491,000	6,705,097	6,011,348	5,953,668	5,377,544	5,830,050	5,512,069	5,512,069	5,512,069
720-736-0000	WASTEWATER	391,607	29,550	5,077,202	39,924	0	391,000	5,929,283	5,623,043	5,511,808	6,798,975	4,942,690	5,998,803	4,756,428	4,756,428
740-737-0000	STORM WATER	309,693	36,250	973,890	122,487	0	40,000	1,482,320	1,235,772	1,168,788	632,187	513,640	468,020	412,878	412,878
750-738-0000	REFUSE COLL.	0	2,000	2,109,950	0	0	0	2,111,950	2,057,000	2,047,500	1,876,883	2,016,260	2,046,808	1,996,179	1,996,179
750-000-0000	PERMISSIVE LIC.	0	0	0	0	0	0	0	0	0	0	0	0	0	0
240-000-0000	POLICE PENSION	160,000	0	250	0	3,000	0	163,000	193,000	163,000	162,739	192,970	192,743	192,705	192,705
250-000-0000	SEWER CAPACITY	0	0	250	64,178	0	0	64,428	64,430	127,449	133,080	71,331	74,827	49	49
TOTALS	TOTALS	2,005,157	556,500	13,738,666	592,346	1,759,000	1,934,600	20,566,369	17,407,190	17,479,210	16,627,465	14,785,640	16,505,111	14,169,112	14,169,112
211-000-0000	COURT COMPUTER	0	16,000	27,000	0	0	12,000	55,000	55,000	55,000	26,388	28,066	36,936	16,747	16,747
282-111-0000	COPS IN SCHOOL							0	0	0	108,436	116,546	30,054	4,495	4,495
290-111-0000	LAW ENFORCEMENT							0	0	0	0	0	0	0	0
291-111-0000	DRUG ENFORCEMENT							0	0	0	0	0	0	0	0
292-111-0000	SAFETY BELT PROG							0	0	0	0	0	0	0	0
293-111-0000	DUI/EDUCATION							0	0	0	0	0	0	0	0
294-111-0000	FEDERAL FORFEITURE							0	0	0	17,115	95,756	8,592	25,651	25,651
295-111-0000	LAW ENFORCAST							0	0	0	0	0	0	0	0
297-111-0000	EDWARD BYRNE							0	0	0	0	0	0	0	0
310-000-0000	GENERAL DEBT	0	0	1,645,686	0	0	0	1,645,686	1,577,204	1,494,935	1,498,890	1,736,500	1,830,362	1,907,206	1,907,206
320-000-0000	S. A. DEBT							0	0	0	0	0	0	0	0
330-000-0000	TAYLOR SQ. DEBT	0	0	568,675	0	0	0	568,675	574,385	605,598	601,348	606,347	603,522	604,523	604,523
690-000-0000	EMPLOYEE FUND							0	0	0	0	0	0	0	0
970-000-0000	Taylor Sq Tif	0	0	45,000	0	0	0	45,000	40,000	39,000	1,291,496	1,764,450	2,046,808	647,546	647,546
971-000-0000	BRICE-MAIN DEBT	0	0	0	93,245	0	0	93,245	88,220	89,330	89,509	80,725	306,582	202,722	202,722
972-000-0000	KROGER TIF DEBT	0	0	1,500	0	0	0	1,500	1,500	1,200	35,111	35,082	39,711	34,084	34,084
973-000-0000	SUMMIT RD TIF #1	0	0	50	0	0	0	50	0	100	0	0	0	0	0
974-000-0000	TAYLOR RD TIF #1	0	0	1,000	0	0	0	1,000	350	350	248	192	309	339	339
975-000-0000	TAYLOR RD TIF #2	0	0	50	0	0	0	50	50	50	10	10	10	9	9
TOTAL MISC FUNDS	TOTAL MISC FUNDS	0	16,000	74,600	2,307,606	0	12,000	2,410,206	2,336,709	2,285,563	3,666,551	4,493,676	4,912,775	3,454,622	3,454,622
GRAND TOTALS	GRAND TOTALS	15,572,438	1,432,090	17,872,338	2,899,952	1,759,000	3,279,900	42,815,778	0	36,402,518	36,504,200	35,027,753	33,582,908	34,761,253	30,271,861

ORDINANCE TO MAKE A FINAL APPROPRIATION FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF REYNOLDSBURG, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2018 AND DECLARING AN EMERGENCY

WHEREAS, various appropriations are required effective January 1, 2018, to provide for the current expenses and other expenditures associated with the operations of the City for the fiscal year ending December 31, 2018,

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, OHIO:

SECTION 1. That the following appropriations are hereby made in the General Fund (110):

Department	#	Personal Services	Supplies	Services	Debt	Other	Capital Purchases	2018 Budget Request
		(5100)	(5200)	(5300)	(5400)	(5500)	(5600)	
TRANSFERS	110	0	0	0			0	0
POLICE	111	9,409,560	415,100	705,880	0	0	817,500	11,348,040
MECHANIC	290	154,279	100,800	41,850	0	0	54,000	350,929
PARKS & RECR.	340	751,870	237,000	438,000	0	0	261,800	1,688,670
SENIOR CENTER	343	168,873	19,040	237,750	0	0	57,500	483,163
SERVICE	448	568,227	22,000	650,500	0	0	0	1,240,727
BUILDING	479	369,874	16,000	79,300	0	0	2,000	467,174
MAYOR	522	132,908	800	42,100	0	0	0	175,808
CIVIL SERVICE	534	62,289	400	28,100	0	0	500	91,289
CITY AUDITOR	545	379,955	6,500	85,550	0	0	0	472,005
CITY ATTORNEY	554	516,314	2,400	74,650	0	0	0	593,364
CITY COUNCIL	571	192,073	1,700	63,700	0	0	3,000	260,473
DEVELOPMENT	580	231,857	3,750	187,150	0	0	0	422,757
HUMAN RE.	582	105,499	13,000	23,550	0	0	0	142,049
COMPUTER	584	0	13,000	363,900	0	0	124,000	500,900
CLERK OF COURTS	593	245,051	4,500	84,600	0	0		334,151
GENERAL ADMIN.	595	278,652	3,500	650,000	0	0	13,000	945,152
PUBLIC HEALTH	810			302,552				302,552
GENERAL FUND		13,567,281	859,490	4,059,132	0	0	1,333,300	19,819,203

SECTION 2. That the following appropriations are hereby made in the following funds:

Fund	#	Personal Services	Supplies	Services	Debt	Other	Capital Purchases	2018 Budget Request
		(5100)	(5200)	(5300)	(5400)	(5500)	(5600)	
INCOME TAX	220	86,862	600	86,300	0	1,756,000	3,000	1,932,762
COURT COMPUTER	211	0	16,000	27,000	0	0	12,000	55,000
STREET	260	654,799	293,500	145,630			1,009,600	2,103,529
STATE HIGHWAY	270		70,000	24,000				94,000
COPS IN SCHOOL	282							0
LAW ENFORCEMENT	290							0
DRUG ENFORCEMENT	291							0
SAFETY BELT PROG	292							0
DUI/EDUCATION	293							0
FEDERAL FORFEITURE	294							0
LAW ENFORC/ASST	295							0
EDWARD BYRNE	297							0
WATER	710	402,196	124,700	5,321,444	365,757	0	491,000	6,705,097
WASTEWATER	720	391,607	29,550	5,077,202	39,924	0	391,000	5,929,283
STORM WATER	740	309,693	36,250	973,890	122,487	0	40,000	1,482,320
REFUSE COLL.	750	0	2,000	2,109,950				2,111,950
PERMISSIVE LIC.	230							0
POLICE PENSION	240	160,000				3,000		163,000
SEWER CAPACITY	250	0	0	250	64,178	0	0	64,428
GENERAL DEBT	310	0	0	0	1,645,686			1,645,686
S. A. DEBT	320							0
TAYLOR SQ. DEBT	330				568,675			568,675
EMPLOYEE FUND	690							0
Taylor Sq Tif	970			45,000				45,000
BRICE-MAIN DEBT	971				93,245			93,245
KROGER TIF DEBT	972			1,500				1,500
SUMMIT RD TIF #1	973			50				50
TAYLOR RD TIF #1	974			1,000				1,000
TAYLOR RD TIF #2	975			50				50
TOTALS		2,005,157	572,600	13,813,266	2,899,952	1,759,000	1,946,600	22,996,575

Attachment: 2018 Budget 11092017 (2018 Budget Appropriations)

SECTION 3. That the Income Tax Revenues shall be appropriated and disbursed pursuant to Ordinance No. 68-17 adopted by Reynoldsburg City Council on July 10, 2017.

4.b.a

SECTION 4. That the unencumbered balances as of December 31, 2017 shall be and are hereby appropriated in the Fiduciary Funds, and the Capital Improvement Project Funds, and that the revenues credited to the Fiduciary funds shall be appropriated upon receipt to the proper associated accounts. That the 2017 capital project encumbrances funded by OPWC are hereby reappropriated. The ending balance in the Water and Wastewater CIP revenue accounts for prior year will be appropriated in the general project account for the specific funds to be used later for approved projects.

SECTION 5. That the amounts of public contributions and reimbursements to the City shall be appropriated upon receipt to the proper associated accounts.

SECTION 6. That the amount of \$ 568,675 shall be and is hereby appropriated in the Taylor Square School TIEF Fund (970) and transferred to the Taylor Square TIEF Debt Retirement Fund (330).

SECTION 7. That the amount of \$ 1,750,000 shall be and is hereby appropriated in the Taylor Square School TIEF Fund (970) to comply with the TIF agreement.

SECTION 8. That the amount of \$ 190,000 shall be and is hereby appropriated in the Brice-Main TIF Fund (971) to comply with the TIF agreement.

SECTION 9. That the City Auditor is hereby authorized to draw warrants on the appropriate funds, for payments from any of the foregoing appropriations, upon receiving proper certificates and vouchers therefore, approved by the officers authorized by law to approve same, or an ordinance of Council to make the expenditures; provided that no warrants shall be drawn or paid for salaries or wages except to persons employed by authority of and in accordance with law or ordinance.

SECTION 10. That the effective date of the appropriations in this ordinance shall be January 1, 2018.

SECTION 11. That this ordinance is deemed to be an emergency measure necessary for the financial needs of the city and further for the reason that final appropriations for operation of the City beginning January 1, 2018 must be adopted by City Council prior to April 1, 2018; wherefore, upon adoption by Council this ordinance shall be in effect upon the signature by the Mayor.

Attachment: 2018 Budget 11092017 (2018 Budget Appropriations)



Expense Budget Worksheet Report

Budget Year 2018

Account	Account Description	2018 Mayor
Fund 110 - General Fund		
Department 111 - Police Division		
Personal Services		
5101	Salary-Elected Officials/Director	44,720.00
5102	Wages-Staff	867,260.00
5104	Wages-Part time	87,832.00
5105	Overtime	350,000.00
5106	Longevity	56,550.00
5109	HSA Employer Funding	264,000.00
5111	Wages Chief	115,782.00
5113	Wages Enforcement	5,335,492.00
5151	PERS Contribution	140,953.00
5152	PFDPF Contribution	966,192.00
5155	PERS Pickup	46,957.00
5161	Group Insurance	1,035,012.00
5166	Medicare	98,810.00
	<i>Personal Services Totals</i>	\$9,409,560.00
Supplies		
5201	Office Supplies	8,500.00
5202	Photo Copy Supplies	3,500.00
5203	Computer Supplies	20,000.00
5205	Small Tools/Minor Equipment	5,000.00
5206	Evidence	10,000.00
5207	Law Enforcement Supplies	106,000.00
5213	Repair and Maintenance Supplies	12,100.00
5241	Uniforms-Purchased	130,000.00
5251	MV Gas and Oil	120,000.00
	<i>Supplies Totals</i>	\$415,100.00
Services		
5311	Utilities	144,530.00
5321	Professional Training	50,000.00
5323	Publications	2,850.00
5324	Professional Association Dues	2,500.00
5325	Educational Assistance	10,000.00
5339	Misc Contract Services	65,000.00



Expense Budget Worksheet Report

Budget Year 2018

Account Description		2018 Mayor
Fund 110 - General Fund		
Department 111 - Police Division		
Services		
5351 Liability Insurance Deductible		25,000.00
5361 Building Repair/Maintenance		70,000.00
5362 Equipment Maintenance		73,000.00
5363 MV Repair/Maintenance-External		22,000.00
5366 Computer Maintenance		3,000.00
5375 Prisoner Care		140,000.00
5391 Postage		5,000.00
5392 Fingerprinting Services		35,000.00
5393 L.E.A.D.S Terminal		8,500.00
5395 Printing/Advertising		15,000.00
5396 Uniform Cleaning/Repairs		30,000.00
5399 Other Miscellaneous Services		4,500.00
<i>Services Totals</i>		\$705,880.00
<i>Capital Purchases</i>		
5631 Furniture and Fixtures		7,500.00
5632 Motor Vehicles		475,000.00
5633 Machinery and Equipment		145,000.00
5634 Unmarked Vehicles		40,000.00
5639 Other Equipment		150,000.00
<i>Capital Purchases Totals</i>		\$817,500.00
Department 111 - Police Division Totals		\$11,348,040.00



Expense Budget Worksheet Report

Budget Year 2018

Account	Account Description	2018 Mayor
Fund 110 - General Fund		
Department 290 - Mechanic		
Personal Services		
5102	Wages-Staff	98,338.00
5106	Longevity	450.00
5109	HSA Employer Funding	8,000.00
5151	PEERS Contribution	13,830.00
5161	Group Insurance	32,228.00
5166	Medicare	1,433.00
	<i>Personal Services Totals</i>	<i>\$154,279.00</i>
Supplies		
5201	Office Supplies	100.00
5203	Computer Supplies	200.00
5205	Small Tools/Minor Equipment	3,000.00
5213	Repair and Maintenance Supplies	90,000.00
5259	Operating Materials and Supplies	7,500.00
	<i>Supplies Totals</i>	<i>\$100,800.00</i>
Services		
5321	Professional Training	1,000.00
5362	Equipment Maintenance	3,000.00
5363	MV Repair/Maintenance-External	35,000.00
5397	Uniform Rental	1,350.00
5399	Other Miscellaneous Services	1,500.00
	<i>Services Totals</i>	<i>\$41,850.00</i>
Capital Purchases		
5632	Motor Vehicles	50,000.00
5633	Machinery and Equipment	4,000.00
	<i>Capital Purchases Totals</i>	<i>\$54,000.00</i>
Department 290 - Mechanic Totals		<i>\$350,929.00</i>



Expense Budget Worksheet Report

Budget Year 2018

Account Description		2018 Mayor
Fund	110 - General Fund	
Department	340 - Parks and Recreation	
<i>Personal Services</i>		
5101	Salary-Elected Officials/Director	86,914.00
5102	Wages-Staff	328,597.00
5105	Overtime	15,700.00
5106	Longevity	500.00
5109	HSA Employer Funding	28,000.00
5141	Wages-Seasonal Labor	100,000.00
5151	PERS Contribution	74,439.00
5161	Group Insurance	110,010.00
5166	Medicare	7,710.00
<i>Supplies</i>		
<i>Personal Services Totals</i>		\$751,870.00
5201	Office Supplies	2,000.00
5203	Computer Supplies	1,500.00
5205	Small Tools/Minor Equipment	4,000.00
5209	Chemicals	28,000.00
5213	Repair and Maintenance Supplies	53,000.00
5215	Recreational Supplies	52,000.00
5241	Uniforms-Purchased	1,500.00
5251	MV Gas and Oil	20,000.00
5252	Aggregates	17,000.00
5259	Operating Materials and Supplies	58,000.00
<i>Supplies Totals</i>		\$237,000.00
<i>Services</i>		
5303	Community Events	24,300.00
5311	Utilities	29,000.00
5321	Professional Training	6,000.00
5322	Conference/Reimb	8,500.00
5324	Professional Association Dues	2,200.00
5338	Personal Service Contracts	72,000.00
5339	Misc Contract Services	200,000.00
5361	Building Repair/Maintenance	63,500.00
5362	Equipment Maintenance	3,500.00



Expense Budget Worksheet Report

Budget Year 2018

Account	Account Description	2018 Mayor
Fund 110 - General Fund		
Department 340 - Parks and Recreation		
Services		
5391	Postage	1,000.00
5395	Printing/Advertising	23,000.00
5399	Other Miscellaneous Services	5,000.00
	<i>Services Totals</i>	\$438,000.00
Capital Purchases		
5631	Furniture and Fixtures	3,500.00
5632	Motor Vehicles	22,800.00
5633	Machinery and Equipment	105,150.00
5639	Other Equipment	130,350.00
	<i>Capital Purchases Totals</i>	\$261,800.00
Department 340 - Parks and Recreation Totals		\$1,688,670.00

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Expense Budget Worksheet Report

Budget Year 2018

Account	Account Description	2018 Mayor
Fund 110 - General Fund		
Department 448 - Service Department		
Personal Services		
5101	Salary-Elected Officials/Director	88,467.00
5102	Wages-Staff	276,786.00
5105	Overtime	3,000.00
5106	Longevity	1,700.00
5109	HSA Employer Funding	28,000.00
5151	PERS Contribution	51,793.00
5161	Group Insurance	113,116.00
5166	Medicare	5,365.00
	Personal Services Totals	\$568,227.00
Supplies		
5201	Office Supplies	1,500.00
5203	Computer Supplies	1,000.00
5213	Repair and Maintenance Supplies	18,000.00
5251	MV Gas and Oil	1,500.00
	Supplies Totals	\$22,000.00
Services		
5301	Boards/Commissions	750.00
5302	Street Lighting	240,000.00
5303	Community Events	28,000.00
5321	Professional Training	1,000.00
5322	Conference/Reimb	250.00
5325	Educational Assistance	3,000.00
5331	Engineering/Architecture	125,000.00
5339	Misc Contract Services	65,000.00
5362	Equipment Maintenance	4,000.00
5366	Computer Maintenance	500.00
5367	Streetscape Maintenance	108,000.00
5374	Emergency Management Services	40,000.00
5391	Postage	500.00
5395	Printing/Advertising	1,000.00
5397	Uniform Rental	2,500.00
5398	Tree/Grass Service	30,000.00



Expense Budget Worksheet Report

Budget Year 2018

Account		Account Description		2018 Mayor
Fund	110 - General Fund			
Department	448 - Service Department			
	Services			
5399	Other Miscellaneous Services			1,000.00
		Services Totals		\$650,500.00
		Department 448 - Service Department Totals		\$1,240,727.00



Expense Budget Worksheet Report

Budget Year 2018

Account	Account Description	2018 Mayor
Fund 110 - General Fund		
Department 479 - Building Department		
Personal Services		
5101	Salary-Elected Officials/Director	75,300.00
5102	Wages-Staff	184,449.00
5106	Longevity	500.00
5109	HSA Employer Funding	14,000.00
5151	PERS Contribution	36,085.00
5161	Group Insurance	55,766.00
5166	Medicare	3,774.00
	Personal Services Totals	\$369,874.00
Supplies		
5201	Office Supplies	2,000.00
5203	Computer Supplies	6,000.00
5241	Uniforms-Purchased	3,000.00
5251	MV Gas and Oil	5,000.00
	Supplies Totals	\$16,000.00
Services		
5311	Utilities	2,000.00
5321	Professional Training	5,000.00
5322	Conference/Reimb	1,500.00
5323	Publications	1,500.00
5324	Professional Association Dues	800.00
5331	Engineering/Architecture	1,500.00
5339	Misc Contract Services	20,000.00
5362	Equipment Maintenance	5,000.00
5366	Computer Maintenance	2,000.00
5376	County Health Services	35,000.00
5391	Postage	1,000.00
5395	Printing/Advertising	3,500.00
5399	Other Miscellaneous Services	500.00
	Services Totals	\$79,300.00
Capital Purchases		
5631	Furniture and Fixtures	2,000.00
	Capital Purchases Totals	\$2,000.00
	Department 479 - Building Department Totals	\$467,174.00



Expense Budget Worksheet Report

Budget Year 2018

Account	Account Description	2018 Mayor
Fund 110 - General Fund		
Department 522 - Mayor		
Personal Services		
5101	Salary-Elected Officials/Director	97,803.00
5109	HSA Employer Funding	4,000.00
5151	PERS Contribution	13,693.00
5161	Group Insurance	15,994.00
5166	Medicare	1,418.00
	<i>Personal Services Totals</i>	<i>\$132,908.00</i>
Supplies		
5201	Office Supplies	600.00
5203	Computer Supplies	200.00
	<i>Supplies Totals</i>	<i>\$800.00</i>
Services		
5311	Utilities	850.00
5322	Conference/Reimb	5,000.00
5332	Legal Services	30,000.00
5339	Misc Contract Services	5,000.00
5391	Postage	250.00
5399	Other Miscellaneous Services	1,000.00
	<i>Services Totals</i>	<i>\$42,100.00</i>
Department 522 - Mayor Totals		<i>\$175,808.00</i>



Expense Budget Worksheet Report

Budget Year 2018

Account	Account Description	2018 Mayor
Fund 110 - General Fund		
Department 534 - Civil Service Commission		
Personal Services		
5104 Wages-Part time	53,953.00	
5151 PERS Contribution	7,553.00	
5166 Medicare	783.00	
	Personal Services Totals	\$62,289.00
Supplies		
5203 Computer Supplies	400.00	
	Supplies Totals	\$400.00
Services		
5322 Conference/Reimb	700.00	
5332 Legal Services	1,000.00	
5336 Medical Services/Physical Exams	8,700.00	
5339 Misc Contract Services	11,000.00	
5391 Postage	200.00	
5395 Printing/Advertising	6,000.00	
5399 Other Miscellaneous Services	500.00	
	Services Totals	\$28,100.00
Capital Purchases		
5631 Furniture and Fixtures	500.00	
	Capital Purchases Totals	\$500.00
Department 534 - Civil Service Commission Totals		\$91,289.00



Expense Budget Worksheet Report

Budget Year 2018

Account	Account Description	2018 Mayor
Fund 110 - General Fund		
Department 545 - City Auditor		
Personal Services		
5101	Salary-Elected Officials/Director	81,548.00
5102	Wages-Staff	138,742.00
5104	Wages-Part time	35,947.00
5105	Overtime	2,000.00
5106	Longevity	1,100.00
5109	HSA Employer Funding	16,000.00
5151	PERS Contribution	36,307.00
5161	Group Insurance	64,552.00
5166	Medicare	3,759.00
	<i>Personal Services Totals</i>	\$379,955.00
Supplies		
5201	Office Supplies	3,000.00
5203	Computer Supplies	3,500.00
	<i>Supplies Totals</i>	\$6,500.00
Services		
5321	Professional Training	2,450.00
5322	Conference/Reimb	3,800.00
5324	Professional Association Dues	1,000.00
5333	Outside Professional Services	38,000.00
5339	Misc Contract Services	23,300.00
5362	Equipment Maintenance	1,200.00
5391	Postage	1,800.00
5395	Printing/Advertising	3,000.00
5399	Other Miscellaneous Services	11,000.00
	<i>Services Totals</i>	\$85,550.00
Department 545 - City Auditor	Totals	\$472,005.00



Expense Budget Worksheet Report

Budget Year 2018

Account	Account Description	2018 Mayor
Fund 110 - General Fund		
Department 554 - City Attorney		
Personal Services		
5101	Salary-Elected Officials/Director	97,803.00
5102	Wages-Staff	186,445.00
5104	Wages-Part time	84,624.00
5106	Longevity	500.00
5109	HSA Employer Funding	18,000.00
5151	PERS Contribution	51,712.00
5161	Group Insurance	71,874.00
5166	Medicare	5,356.00
	<i>Personal Services Totals</i>	\$516,314.00
Supplies		
5201	Office Supplies	1,500.00
5203	Computer Supplies	400.00
5205	Small Tools/Minor Equipment	500.00
	<i>Supplies Totals</i>	\$2,400.00
Services		
5321	Professional Training	2,500.00
5322	Conference/Reimb	250.00
5323	Publications	5,750.00
5324	Professional Association Dues	1,500.00
5332	Legal Services	40,000.00
5333	Outside Professional Services	14,500.00
5337	Public Defender	5,000.00
5339	Misc Contract Services	1,600.00
5341	Court Costs and Fees	300.00
5366	Computer Maintenance	250.00
5391	Postage	500.00
5399	Other Miscellaneous Services	2,500.00
	<i>Services Totals</i>	\$74,650.00
Department 554 - City Attorney	<i>Totals</i>	\$593,364.00



Expense Budget Worksheet Report

Budget Year 2018

Account	Account Description	2018 Mayor
Fund 110 - General Fund		
Department 571 - City Council		
Personal Services		
5101	Salary-Elected Officials/Director	60,902.00
5102	Wages-Staff	87,950.00
5109	HSA Employer Funding	4,000.00
5151	PERS Contribution	20,664.00
5161	Group Insurance	16,398.00
5166	Medicare	2,159.00
	<i>Personal Services Totals</i>	<i>\$192,073.00</i>
Supplies		
5201	Office Supplies	1,200.00
5203	Computer Supplies	500.00
	<i>Supplies Totals</i>	<i>\$1,700.00</i>
Services		
5321	Professional Training	1,000.00
5322	Conference/Reimb	1,800.00
5323	Publications	100.00
5324	Professional Association Dues	500.00
5325	Educational Assistance	5,500.00
5339	Misc Contract Services	40,000.00
5391	Postage	300.00
5395	Printing/Advertising	8,500.00
5399	Other Miscellaneous Services	6,000.00
	<i>Services Totals</i>	<i>\$63,700.00</i>
Capital Purchases		
5639	Other Equipment	3,000.00
	<i>Capital Purchases Totals</i>	<i>\$3,000.00</i>
Department 571 - City Council Totals		<i>\$260,473.00</i>



Expense Budget Worksheet Report

Budget Year 2018

Account	Account Description	2018 Mayor
Fund 110 - General Fund		
Department 580 - Development Department		
Personal Services		
5101	Salary-Elected Officials/Director	85,399.00
5102	Wages-Staff	89,906.00
5109	HSA Employer Funding	6,000.00
5151	PERs Contribution	24,368.00
5161	Group Insurance	23,642.00
5166	Medicare	2,542.00
	Personal Services Totals	\$231,857.00
Supplies		
5201	Office Supplies	3,500.00
5203	Computer Supplies	250.00
	Supplies Totals	\$3,750.00
Services		
5301	Boards/Commissions	3,500.00
5311	Utilities	1,750.00
5321	Professional Training	2,500.00
5322	Conference/Reimb	10,000.00
5323	Publications	150.00
5324	Professional Association Dues	2,500.00
5332	Legal Services	5,000.00
5339	Misc Contract Services	160,000.00
5391	Postage	750.00
5399	Other Miscellaneous Services	1,000.00
	Services Totals	\$187,150.00
Department 580 - Development Department Totals		\$442,757.00



Expense Budget Worksheet Report

Budget Year 2018

Account	Description	2018 Mayor
Fund 110 - General Fund		
Department 582 - Human Resources Department		
Personal Services		
5101	Salary-Elected Officials/Director	83,350.00
5106	Longevity	450.00
5109	HSA Employer Funding	2,000.00
5151	PERS Contribution	11,732.00
5161	Group Insurance	6,752.00
5166	Medicare	1,215.00
	<i>Personal Services Totals</i>	\$105,499.00
Supplies		
5201	Office Supplies	800.00
5203	Computer Supplies	200.00
5208	OSHA Supplies	12,000.00
	<i>Supplies Totals</i>	\$13,000.00
Services		
5321	Professional Training	1,000.00
5322	Conference/Reimb	500.00
5323	Publications	400.00
5324	Professional Association Dues	450.00
5336	Medical Services/Physical Exams	3,000.00
5339	Misc Contract Services	5,000.00
5391	Postage	200.00
5399	Other Miscellaneous Services	13,000.00
	<i>Services Totals</i>	\$23,550.00
Department 582 - Human Resources Department		\$142,049.00
Totals		



Expense Budget Worksheet Report

Budget Year 2018

Account		Account Description	2018 Mayor
Fund	110 - General Fund		
Department	584 - Computer Department		
Supplies			
5201	Office Supplies	500.00	
5203	Computer Supplies	12,500.00	
<i>Supplies Totals</i>			\$13,000.00
Services			
5311	Utilities	800.00	
5339	Misc Contract Services	159,000.00	
5366	Computer Maintenance	204,100.00	
<i>Services Totals</i>			\$363,900.00
Capital Purchases			
5631	Furniture and Fixtures	2,500.00	
5639	Other Equipment	121,500.00	
<i>Capital Purchases Totals</i>			\$124,000.00
Department 584 - Computer Department Totals			\$500,900.00



Expense Budget Worksheet Report

Budget Year 2018

Account	Account Description	2018 Mayor
Fund 110 - General Fund		
Department 593 - Clerk of Courts		
Personal Services		
5101	Salary-Elected Officials/Director	69,369.00
5102	Wages-Staff	82,158.00
5104	Wages-Part time	25,113.00
5106	Longevity	950.00
5109	HSA Employer Funding	8,000.00
5151	PERS Contribution	24,163.00
5161	Group Insurance	32,723.00
5166	Medicare	2,575.00
	<i>Personal Services Totals</i>	\$245,051.00
Supplies		
5201	Office Supplies	4,500.00
	<i>Supplies Totals</i>	\$4,500.00
Services		
5321	Professional Training	500.00
5322	Conference/Reimb	250.00
5323	Publications	450.00
5324	Professional Association Dues	350.00
5332	Legal Services	56,000.00
5339	Misc Contract Services	1,000.00
5344	Witness Fees	250.00
5362	Equipment Maintenance	1,000.00
5377	Municipal Court	20,000.00
5391	Postage	1,800.00
5393	L.E.A.D.S Terminal	600.00
5399	Other Miscellaneous Services	2,400.00
	<i>Services Totals</i>	\$84,600.00
Department 593 - Clerk of Courts	Totals	\$334,151.00



Expense Budget Worksheet Report

Budget Year 2018

Account Description		2018 Mayor
Fund	110 - General Fund	
Department	595 - General and Administrative	
<i>Personal Services</i>		
5164	Workers Compensation	253,652.00
5165	Unemployment Compensation	25,000.00
<i>Personal Services Totals</i>		\$278,652.00
<i>Supplies</i>		
5202	Photo Copy Supplies	3,500.00
<i>Supplies Totals</i>		\$3,500.00
<i>Services</i>		
5301	Boards/Commissions	14,000.00
5311	Utilities	175,000.00
5324	Professional Association Dues	24,000.00
5351	Liability Insurance Deductible	185,000.00
5352	Motor Vehicle Insurance	50,000.00
5353	Employee Fidelity Bond	2,000.00
5361	Building Repair/Maintenance	65,000.00
5362	Equipment Maintenance	2,500.00
5371	Election Expense	60,000.00
5372	Delinquent Tax Advertising	1,000.00
5373	Auditor/Treasurer Fees	8,000.00
5391	Postage	8,500.00
5394	Taxes/Assessments-City Property	45,000.00
5399	Other Miscellaneous Services	10,000.00
<i>Services Totals</i>		\$650,000.00
<i>Capital Purchases</i>		
5639	Other Equipment	13,000.00
<i>Capital Purchases Totals</i>		\$13,000.00
<i>Department 595 - General and Administrative Totals</i>		\$945,152.00



Expense Budget Worksheet Report

Budget Year 2018

Account		Account Description		2018 Mayor
Fund	110 - General Fund			
Department	810 - Public Health and Welfare			
Services				
5376	County Health Services		302,552.00	
		Services Totals	\$302,552.00	
Department	810 - Public Health and Welfare	Totals	\$302,552.00	
Fund	110 - General Fund	Totals	\$19,819,203.00	
		Net Grand Totals	\$19,819,203.00	



Expense Budget Worksheet Report

Budget Year 2018

Account	Account Description	2018 Mayor
Fund 211 - Computerized Needs (courts)		
Department 000 - General		
<i>Supplies</i>		
5201	Office Supplies	4,000.00
5203	Computer Supplies	12,000.00
	<i>Supplies Totals</i>	\$16,000.00
<i>Services</i>		
5366	Computer Maintenance	12,000.00
5399	Other Miscellaneous Services	15,000.00
	<i>Services Totals</i>	\$27,000.00
<i>Capital Purchases</i>		
5639	Other Equipment	12,000.00
	<i>Capital Purchases Totals</i>	\$12,000.00
	Department 000 - General Totals	\$55,000.00
Fund 220 - Income Tax Fund		
Department 564 - Income Tax Division		
<i>Personal Services</i>		
5101	Salary-Elected Officials/Director	65,647.00
5106	Longevity	600.00
5109	HSA Employer Funding	2,000.00
5151	PERS Contribution	9,275.00
5161	Group Insurance	7,118.00
5164	Workers Compensation	2,222.00
	<i>Personal Services Totals</i>	\$86,862.00
<i>Supplies</i>		
5201	Office Supplies	250.00
5203	Computer Supplies	350.00
	<i>Supplies Totals</i>	\$600.00
<i>Services</i>		
5322	Conference/Reimb	700.00
5323	Publications	200.00
5324	Professional Association Dues	25.00
5339	Misc Contract Services	75,000.00
5353	Employee Fidelity Bond	75.00
5362	Equipment Maintenance	300.00



Expense Budget Worksheet Report

Budget Year 2018

Account	Account Description	2018 Mayor
Fund 220 - Income Tax Fund		
Department 564 - Income Tax Division		
Services		
5373 Auditor/Treasurer Fees	1,500.00	
5379 Other Governmental Billings	7,500.00	
5391 Postage	1,000.00	
Services Totals	\$86,300.00	
Transfers/Other		
5519 Miscellaneous Costs	6,000.00	
5529 Miscellaneous Distributions	750,000.00	
5530 Enterprise Zone Payment	1,000,000.00	
Transfers/Other Totals	\$1,756,000.00	
Capital Purchases		
5639 Other Equipment	3,000.00	
Capital Purchases Totals	\$3,000.00	
Department 564 - Income Tax Division Totals	\$1,932,762.00	
Fund 220 - Income Tax Fund Totals	\$1,932,762.00	
Fund 240 - Police Pension Fund		
Department 000 - General		
Personal Services		
5152 PFDPF Contribution	160,000.00	
Personal Services Totals	\$160,000.00	
Transfers/Other		
5519 Miscellaneous Costs	3,000.00	
Transfers/Other Totals	\$3,000.00	
Department 000 - General Totals	\$163,000.00	
Fund 240 - Police Pension Fund Totals	\$163,000.00	
Fund 250 - Sewer Capacity Fund		
Department 736 - Wastewater Division		
Services		
5373 Auditor/Treasurer Fees	250.00	
Services Totals	\$250.00	
Department 736 - Wastewater Division Totals	\$250.00	
Debt Service		
5414 G. O. Bond-Principal	58,260.00	
5424 G. O. Bond-Interest	5,918.00	



Expense Budget Worksheet Report

Budget Year 2018

Account Description		2018 Mayor
Fund	250 - Sewer Capacity Fund	
Department	991 - Debt Service	
Debt Service		
Debt Service Totals		\$64,178.00
Department	991 - Debt Service Totals	\$64,178.00
Fund	250 - Sewer Capacity Fund Totals	\$64,428.00
Fund	260 - Street Fund	
Department	268 - Street Department	
Personal Services		
5101	Salary-Elected Officials/Director	70,827.00
5102	Wages-Staff	332,929.00
5105	Overtime	28,000.00
5106	Longevity	2,500.00
5109	HSA Employer Funding	28,000.00
5151	PERS Contribution	60,796.00
5161	Group Insurance	110,887.00
5164	Workers Compensation	14,564.00
5166	Medicare	6,296.00
Personal Services Totals		\$654,799.00
Supplies		
5201	Office Supplies	2,000.00
5203	Computer Supplies	2,500.00
5205	Small Tools/Minor Equipment	1,500.00
5213	Repair and Maintenance Supplies	500.00
5241	Uniforms-Purchased	2,000.00
5251	MV Gas and Oil	40,000.00
5252	Aggregates	15,000.00
5253	Ice Control	140,000.00
5259	Operating Materials and Supplies	90,000.00
Supplies Totals		\$293,500.00
Services		
5311	Utilities	19,000.00
5313	Traffic Light Current	12,000.00
5321	Professional Training	500.00
5322	Conference/Reimb	200.00



Expense Budget Worksheet Report

Budget Year 2018

Account Description		2018 Mayor
Fund	260 - Street Fund	
Department	268 - Street Department	
Services		
5324	Professional Association Dues	130.00
5331	Engineering/Architecture	14,000.00
5339	Misc Contract Services	36,500.00
5351	Liability Insurance Deductible	9,600.00
5352	Motor Vehicle Insurance	10,600.00
5361	Building Repair/Maintenance	10,000.00
5365	Utility Line Repair/Maintenance	30,000.00
5391	Postage	100.00
5397	Uniform Rental	2,000.00
5399	Other Miscellaneous Services	1,000.00
<i>Services Totals</i>		\$145,630.00
Capital Purchases		
5611	Buildings	640,000.00
5632	Motor Vehicles	365,000.00
5639	Other Equipment	4,600.00
<i>Capital Purchases Totals</i>		\$1,009,600.00
Department	268 - Street Department Totals	\$2,103,529.00
Fund	260 - Street Fund Totals	\$2,103,529.00
Fund	270 - State Highway Fund	
Department	268 - Street Department	
Supplies		
5253	Ice Control	60,000.00
5259	Operating Materials and Supplies	10,000.00
<i>Supplies Totals</i>		\$70,000.00
Services		
5313	Traffic Light Current	12,000.00
5339	Misc Contract Services	3,000.00
5365	Utility Line Repair/Maintenance	9,000.00
<i>Services Totals</i>		\$24,000.00
Department	268 - Street Department Totals	\$94,000.00
Fund	270 - State Highway Fund Totals	\$94,000.00



Expense Budget Worksheet Report

Budget Year 2018

Account Description		2018 Mayor
Fund	310 - General Debt Retirement Fund	
Department	991 - Debt Service	
Debt Service		
5414	G. O. Bond-Principal	1,482,498.00
5424	G. O. Bond-Interest	163,188.00
<i>Debt Service Totals</i>		<u>\$1,645,686.00</u>
Department	991 - Debt Service	<u>\$1,645,686.00</u>
Fund	310 - General Debt Retirement Fund Totals	<u>\$1,645,686.00</u>
Fund	330 - Taylor Sq Tref Debt Retirement	
Department	991 - Debt Service	
Debt Service		
5414	G. O. Bond-Principal	500,000.00
5424	G. O. Bond-Interest	68,675.00
<i>Debt Service Totals</i>		<u>\$568,675.00</u>
Department	991 - Debt Service	<u>\$568,675.00</u>
Fund	330 - Taylor Sq Tref Debt Retirement Totals	<u>\$568,675.00</u>
Fund	710 - Water Fund	
Department	735 - Water Division	
Personal Services		
5101	Salary-Elected Officials/Director	36,575.00
5102	Wages-Staff	224,585.00
5105	Overtime	15,400.00
5106	Longevity	500.00
5109	HSA Employer Funding	15,000.00
5151	PERS Contribution	38,438.00
5161	Group Insurance	59,193.00
5164	Workers Compensation	9,292.00
5166	Medicare	3,213.00
<i>Personal Services Totals</i>		<u>\$402,196.00</u>
Supplies		
5201	Office Supplies	5,500.00
5203	Computer Supplies	800.00
5213	Repair and Maintenance Supplies	10,000.00
5241	Uniforms-Purchased	900.00
5251	MV Gas and Oil	12,000.00
5252	Aggregates	37,500.00



Expense Budget Worksheet Report

Budget Year 2018

Account	Account Description	2018 Mayor
Fund 710 - Water Fund		
Department 735 - Water Division		
Supplies		
5259	Operating Materials and Supplies	38,000.00
5263	Meters-Resale	20,000.00
	Supplies Totals	\$124,700.00
Services		
5311	Utilities	10,000.00
5321	Professional Training	1,000.00
5322	Conference/Reinh	500.00
5323	Publications	200.00
5324	Professional Association Dues	360.00
5325	Educational Assistance	500.00
5331	Engineering/Architecture	17,500.00
5339	Misc Contract Services	40,000.00
5351	Liability Insurance Deductible	4,000.00
5352	Motor Vehicle Insurance	2,500.00
5361	Building Repair/Maintenance	8,000.00
5362	Equipment Maintenance	3,900.00
5363	MV Repair/Maintenance-External	1,000.00
5364	MV Repair/Maintenance-Internal	6,000.00
5365	Utility Line Repair/Maintenance	37,500.00
5366	Computer Maintenance	12,500.00
5378	Columbus Contract	4,888,884.00
5379	Other Governmental Billings	15,000.00
5391	Postage	15,500.00
5397	Uniform Rental	1,600.00
5399	Other Miscellaneous Services	255,000.00
	Services Totals	\$5,321,444.00
Capital Purchases		
5611	Buildings	75,000.00
5631	Furniture and Fixtures	1,000.00
5632	Motor Vehicles	155,000.00
5633	Machinery and Equipment	135,000.00
5639	Other Equipment	125,000.00

Account		Account Description		2018 Mayor
Fund	710 - Water Fund			
Department	735 - Water Division			
Capital Purchases				
		Capital Purchases Totals	\$491,000.00	
		Department 735 - Water Division Totals	\$6,339,340.00	
Department	991 - Debt Service			
Debt Service				
5414	G. O. Bond-Principal	310,827.00		
5424	G. O. Bond-Interest	54,930.00		
		Debt Service Totals	\$365,757.00	
		Department 991 - Debt Service Totals	\$365,757.00	
		Fund 710 - Water Fund Totals	\$6,705,097.00	
Fund	720 - Wastewater/Sewer Fund			
Department	736 - Wastewater Division			
Personal Services				
5101	Salary-Elected Officials/Director	36,575.00		
5102	Wages-Staff	227,418.00		
5105	Overtime	3,500.00		
5106	Longevity	450.00		
5109	HSA Employer Funding	15,000.00		
5151	PERS Contribution	37,162.00		
5161	Group Insurance	59,259.00		
5164	Workers Compensation	8,986.00		
5166	Medicare	3,257.00		
		Personal Services Totals	\$391,607.00	
Supplies				
5201	Office Supplies	5,500.00		
5203	Computer Supplies	800.00		
5213	Repair and Maintenance Supplies	2,000.00		
5241	Uniforms-Purchased	1,000.00		
5251	MV Gas and Oil	12,000.00		
5252	Aggregates	750.00		
5259	Operating Materials and Supplies	7,500.00		
		Supplies Totals	\$29,550.00	



Expense Budget Worksheet Report

Budget Year 2018

Account Description		2018 Mayor
Fund	720 - Wastewater/Sewer Fund	
Department	736 - Wastewater Division	
Services		
5311	Utilities	11,000.00
5321	Professional Training	1,000.00
5322	Conference/Reimb	500.00
5324	Professional Association Dues	160.00
5325	Educational Assistance	500.00
5331	Engineering/Architecture	15,000.00
5339	Misc Contract Services	40,000.00
5351	Liability Insurance Deductible	1,500.00
5352	Motor Vehicle Insurance	2,900.00
5361	Building Repair/Maintenance	9,000.00
5362	Equipment Maintenance	3,000.00
5363	MV Repair/Maintenance-External	1,000.00
5364	MV Repair/Maintenance-Internal	6,000.00
5365	Utility Line Repair/Maintenance	85,000.00
5366	Computer Maintenance	13,500.00
5378	Columbus Contract	4,740,042.00
5391	Postage	15,500.00
5397	Uniform Rental	1,600.00
5399	Other Miscellaneous Services	130,000.00
Services Totals		\$5,077,202.00
Capital Purchases		
5611	Buildings	75,000.00
5631	Furniture and Fixtures	1,000.00
5632	Motor Vehicles	155,000.00
5633	Machinery and Equipment	35,000.00
5639	Other Equipment	125,000.00
Capital Purchases Totals		\$391,000.00
Department 736 - Wastewater Division Totals		\$5,889,359.00
Debt Service		
5414	G. O. Bond-Principal	35,300.00
5424	G. O. Bond-Interest	4,624.00
Debt Service Totals		\$39,924.00



Expense Budget Worksheet Report

Budget Year 2018

Account Description		2018 Mayor
Fund 720 - Wastewater/Sewer Fund		
Department 991 - Debt Service Totals		\$39,924.00
Fund 740 - Storm Water Drainage Fund		
Department 737 - Storm Water Division		\$5,929,283.00
<i>Personal Services</i>		
5102 Wages-Staff	186,687.00	
5105 Overtime	4,900.00	
5106 Longevity	1,350.00	
5109 HSA Employer Funding	16,000.00	
5151 PERS Contribution	27,011.00	
5161 Group Insurance	64,477.00	
5164 Workers Compensation	6,471.00	
5166 Medicare	2,797.00	
<i>Personal Services Totals</i>		\$309,693.00
<i>Supplies</i>		
5201 Office Supplies	6,500.00	
5203 Computer Supplies	750.00	
5205 Small Tools/Minor Equipment	1,000.00	
5241 Uniforms-Purchased	750.00	
5251 MV Gas and Oil	6,500.00	
5252 Aggregates	750.00	
5259 Operating Materials and Supplies	20,000.00	
<i>Supplies Totals</i>		\$36,250.00
<i>Services</i>		
5311 Utilities	8,000.00	
5321 Professional Training	400.00	
5322 Conference/Reimb	20.00	
5324 Professional Association Dues	220.00	
5331 Engineering/Architecture	8,000.00	
5339 Misc Contract Services	47,250.00	
5351 Liability Insurance Deductible	2,250.00	
5352 Motor Vehicle Insurance	2,750.00	
5361 Building Repair/Maintenance	5,000.00	
5364 MV Repair/Maintenance-Internal	4,500.00	



Expense Budget Worksheet Report

Budget Year 2018

Account Description		2018 Mayor
Fund	740 - Storm Water Drainage Fund	
Department	737 - Storm Water Division	
Services		
5365	Utility Line Repair/Maintenance	7,500.00
5378	Columbus Contract	825,000.00
5391	Postage	22,000.00
5397	Uniform Rental	2,000.00
5399	Other Miscellaneous Services	39,000.00
	Services Totals	\$973,890.00
Capital Purchases		
5632	Motor Vehicles	40,000.00
	Capital Purchases Totals	\$40,000.00
Department	737 - Storm Water Division Totals	\$1,359,833.00
Debt Service		
5414	G. O. Bond-Principal	100,000.00
5424	G. O. Bond-Interest	22,487.00
	Debt Service Totals	\$122,487.00
Department	991 - Debt Service Totals	\$122,487.00
Fund	740 - Storm Water Drainage Fund Totals	\$1,482,320.00
Fund	750 - Solid Waste Fund	
Department	738 - Refuse Collection	
Supplies		
5201	Office Supplies	2,000.00
	Supplies Totals	\$2,000.00
Services		
5315	Private Hauler Contract	2,050,000.00
5391	Postage	15,000.00
5399	Other Miscellaneous Services	44,950.00
	Services Totals	\$2,109,950.00
Department	738 - Refuse Collection Totals	\$2,111,950.00
Fund	750 - Solid Waste Fund Totals	\$2,111,950.00
Fund	970 - Taylor Sq School Tier	
Department	000 - General	
Project	0002 - Phase II	
Services		
5373	Auditor/Treasurer Fees	45,000.00



Expense Budget Worksheet Report

Budget Year 2018

Account		2018 Mayor
Fund	970 - Taylor Sq School Tif	
Department	000 - General	
Project	0002 - Phase II	
Services		
<i>Transfers/Other</i>		<i>Services Totals</i>
5501	Transfers	568,675.00
5527	Agency/Tief Distributions	1,750,000.00
<i>Transfers/Other Totals</i>		<i>\$2,318,675.00</i>
Project	0002 - Phase II Totals	\$2,363,675.00
Department	000 - General Totals	\$2,363,675.00
Fund	970 - Taylor Sq School Tif Totals	\$2,363,675.00
Fund	971 - Brice Main Tif	
Department	000 - General	
Transfers/Other		
5527	Agency/Tief Distributions	190,000.00
<i>Transfers/Other Totals</i>		<i>\$190,000.00</i>
Department	000 - General Totals	\$190,000.00
Department	991 - Debt Service	
<i>Debt Service</i>		
5414	G. O. Bond-Principal	85,000.00
5424	G. O. Bond-Interest	8,245.00
<i>Debt Service Totals</i>		<i>\$93,245.00</i>
Department	991 - Debt Service Totals	\$93,245.00
Fund	971 - Brice Main Tif Totals	\$283,245.00
Fund	972 - Kroger Tif Debt Retirement	
Department	000 - General	
Project	4000 - Tif-General	
Services		
5373	Auditor/Treasurer Fees	1,500.00
<i>Services Totals</i>		<i>\$1,500.00</i>
Project	4000 - Tif-General Totals	\$1,500.00
Department	000 - General Totals	\$1,500.00
Fund	972 - Kroger Tif Debt Retirement Totals	\$1,500.00



Expense Budget Worksheet Report

Budget Year 2018

Account	Account Description	2018 Mayor
Fund 973 - Summit Rd Tif #1		
Department 000 - General		
Project 4000 - Tief-General		
Services		
5373 Auditor/Treasurer Fees		50.00
	<i>Services Totals</i>	\$50.00
	Project 4000 - Tief-General Totals	\$50.00
	Department 000 - General Totals	\$50.00
	Fund 973 - Summit Rd Tif #1 Totals	\$50.00
Fund 974 - Taylor Rd Tif #1		
Department 000 - General		
Project 4000 - Tief-General		
Services		
5373 Auditor/Treasurer Fees		1,000.00
	<i>Services Totals</i>	\$1,000.00
	Project 4000 - Tief-General Totals	\$1,000.00
	Department 000 - General Totals	\$1,000.00
	Fund 974 - Taylor Rd Tif #1 Totals	\$1,000.00
Fund 975 - Taylor Rd Tif #2		
Department 000 - General		
Project 4000 - Tief-General		
Services		
5373 Auditor/Treasurer Fees		50.00
	<i>Services Totals</i>	\$50.00
	Project 4000 - Tief-General Totals	\$50.00
	Department 000 - General Totals	\$50.00
	Fund 975 - Taylor Rd Tif #2 Totals	\$50.00
	Net Grand Totals	\$25,505,250.00

Water and Wastewater Department

Paul Hellman

614-322-4500 Phone

ORDINANCE REQUEST

DATE: November 13, 2017

TO: Finance Committee

RE: ORDINANCE TO AMEND THE CODE OF ORDINANCES OF
THE CITY OF REYNOLDSBURG, OHIO: Amending Subsection (a)
of Section 953.01 "Water Rate Schedule" OF CHAPTER 953
WATER CHARGES.

I am requesting an ordinance authorizing to increase 2018 water rate from \$7.51 per 1,000 gallons to \$7.81 per 1,000 gallons. It is a 4 percent increase from 2017.

953.01 Water Rate Schedule

(a) Charges for water furnished by the municipally-owned water system shall be at the rate of ~~seven dollars and fifty one cents (\$7.51) per thousand gallons effective January 1, 2017.~~ SEVEN DOLLARS AND EIGHTY ONE CENTS (\$7.81) PER 1000 GALLONS EFFECTIVE JANUARY 1, 2018.

PAUL HELLMAN

Water/Wastewater Superintendent
 CITY OF REYNOLDSBURG
 7232 EAST MAIN STREET
 REYNOLDSBURG, OHIO 43068
 (614) 322-4500 voice Ext 4503
 (614) 575-4573 fax
Phellman@ci.reynoldsburg.oh.us



MEMORANDUM

DATE: October 13, 2017

TO: Mayor Brad McCloud, Director of Public Service Bill Sampson, Finance Committee Chairman Barth Cotner

RE: 2018 Water Rates

Please find attached the proposed water rate increase for 2018. We are requesting a 4% increase for water. The average water bill will increase \$6.72 for water per quarter based on 22,400 gallons used in a quarter a total of \$26.88 dollars additional annually.

This time last year we were expecting Columbus to raise rates for water 4% and sewer 6%. During the budget meetings the rates will be down from what was expected. The rates they came up with for 2018 are water 1% and sewer 2%. We will be raising our water and sewer rates 2% on sewer and 3% on water over what Columbus raised and charge.

INCREASE

Water	4.0% increase 2017 (\$7.51/1000 gallons) 2018 (\$7.81/1000 gallons)
Sewer	4.0% increase 2017 (\$7.67/1000 gallons) 2018 (\$7.97/1000 gallons)

Increase

\$0.30	per 1000 gallons a month water
\$0.30	per 1000 gallons a month sewer

Attachment: 2567 (Water Rate Schedule Increase)

4% Rate Increase

Columbus Rate	3.72	3.72	3.83	3.98	4.10	4.14	4.26	4.39
% Increase	4.00%	0.00%	3.00%	4.00%	3.00%	1.00%	3.00%	3.00%
Reynoldsburg Rate	6.49	6.49	6.81	7.22	7.51	7.81	8.13	8.45
% Increase	5.97%	0.00%	5.00%	6.00%	4.00%	4.00%	4.00%	4.00%

Water and Wastewater Department

Paul Hellman

614-322-4500 Phone

ORDINANCE REQUEST

DATE: **November 13, 2017**

TO: **Finance Committee**

RE: ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE
CITY OF REYNOLDSBURG, OHIO: Amending Subsection (a) of
Section 945.02 “Rate Schedule” OF CHAPTER 945 SEWER CHARGES.

I am requesting an ordinance authorizing to increase 2018 wastewater rate from \$7.67 per 1,000 gallons to \$7.97 per 1,000 gallons. It is a 4 percent increase from 2017.

945.02 Sewer Rate Schedule

(a) Sewer charges for any building or premises shall be based on water consumption for the buildings. Sewer rental charges are hereby established for all residential, commercial and industrial users, effective ~~January 1, 2017 seven dollars and sixty seven cents (\$7.67) per 1,000 gallons.~~ JANUARY 1, 2018 AT THE RATE OF SEVEN DOLLARS AND NINETY SEVEN CENTS (\$7.97) PER 1,000 GALLONS.

PAUL HELLMAN

Water/Wastewater Superintendent
 CITY OF REYNOLDSBURG
 7232 EAST MAIN STREET
 REYNOLDSBURG, OHIO 43068
 (614) 322-4500 voice Ext 4503
 (614) 575-4573 fax
Phellman@ci.reynoldsburg.oh.us



MEMORANDUM

DATE: October 31, 2017

TO: Mayor Brad McCloud, Director of Public Service Bill Sampson, Finance Committee Chairman Barth Cotner

RE: 2018 Sewer Rate Schedule

Please find attached the proposed sewer rate increase for 2018. We are requesting a 4% in sewer rates. The average sewer bill will increase \$6.72 for sewer bill based on 22,400 gallons used in a quarter, a total of \$26.88 additional per annual.

This time last year we were expecting Columbus to raise rates for water 4% and sewer 6%. During the budget meetings the rates will be down from what was expected. The rates they came up with for 2018 are water 1% and sewer 2%. We will be raising our water and sewer rates 2% on sewer and 3% on water over what Columbus raised and charge.

INCREASE

Water	4.0% increase 2017 (\$7.51/1000 gallons) 2018 (\$7.81/1000 gallons)
Sewer	4.0% increase 2017 (\$7.67/1000 gallons) 2018 (\$7.97/1000 gallons)

Increase

\$0.30	per 1000 gallons a month water
\$0.30	per 1000 gallons a month sewer

Attachment: 2018 Sewer Rates memo 10-12-2017 4% (Wastewater Rate Schedule Increase)

Water and Wastewater Department

PAUL HELLMAN
CITY OF REYNOLDSBURG
(614) 322-4500 voice Ext 4503
Phellman@ci.reynoldsburg.oh.us



ORDINANCE REQUEST

DATE: October 27, 2017

TO: Finance Committee Chairman Barth Cotner

RE: **ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: Amending Subsection (c) of Section 945.02 "Rate Schedule" OF CHAPTER 945 SEWER CHARGES.**

I am requesting an ordinance authorizing sewer department to increase 2018 sewer rates from \$7.67 per 1,000 gallons to \$7.97 per 1,000 gallons. It is a 4 percent increase, and additional 2 percent increase over the City Of Columbus.

945.02 Sewer Rate Schedule

(c) Sewer charges for any building or premises shall be based on the water consumption for the buildings. Sewer rental charges are hereby established for all residential, commercial and industrial users effective ~~January 1, 2017 seven dollars and sixty seven cents (\$7.67) per 1,000 gallons.~~ JANUARY 1, 2018 AT THE RATE OF SEVEN DOLLARS AND NINTY SEVEN CENTS (\$7.97) PER 1,000 GALLONS.

INCREASE

Water	4.0% increase 2017 (\$7.51/1000 gallons) 2018 (\$7.81/1000 gallons)
Sewer	4.0% increase 2017 (\$7.67/1000 gallons) 2018 (\$7.97/1000 gallons)

Increase

\$0.30	per 1000 gallons a month water
\$0.30	per 1000 gallons a month sewer

Sewer Fund
Pro Forma 2018
4% increase

REVENUES	2013	2014	2015	2016	2017 est	2018 est	2019 est	2020 est
SERVICE CHARGES								
CIP FEE	5,385,480	5,262,845	5,273,279	5,686,814	5,838,185	6,270,831	6,521,664	6,782,530
OP TRANSFERS	163,581	370,661	358,810	381,544	380,238	393,317	393,317	393,317
Bond Proceeds/other fees	0		0	841	3,572	6,303	9,034	11,765
TOTAL REV	5,549,354	5,633,506	5,632,089	6,069,199	6,221,995	6,670,451	6,924,015	7,187,613
COLUMBUS CONTRACT								
Clean River Charge	4,397,768	3,341,155	5,047,072	4,373,958	4,764,175	4,859,459	5,005,243	5,155,400
O & M	708,503	667,122	853,354	58,551				
OTHER /projects	593,338	634,512	684,601	675,528	759,123	789,488	821,067	853,910
Debt Payments	35,267	53,653	579,751	98,284	480,238	1,021,256	443,317	443,317
TRANSFER TO GEN FUND	190,632	190,338	102,387	104,200	102,581	39,924	39,945	39,945
	109,562	109,562	109,562	109,562	109,562	109,562	109,562	109,562
TOTAL EXP	6,035,070	4,996,342	7,376,727	5,420,083	6,215,679	6,819,689	6,419,135	6,602,134
FUND BAL / TOT EXP	0.31	0.50	0.10	0.26	0.23	0.19	0.28	0.36
NET OP. INCOME	-485,716	637,164	-1,744,638	649,116	6,316	-149,238	504,881	585,478
FUND BALANCE	1,866,832	2,503,996	759,358	1,408,474	1,414,790	1,265,552	1,770,433	2,355,912

Columbus Rate

5.42
1.00%

5.53
2.00%

5.69
3.00%

5.88
3.29%

6.06
3.00%

6.18
2.00%

6.36
3.00%

6.55
3.00%

Clean River Charge

1.82
1.00%

1.86
2.00%

1.92
3.00%

7.37
1.50%

7.67
4.00%

7.97
4.00%

8.29
4.00%

8.62
4.00%

Reynoldsburg Rate

6.78
4.07%

6.92
2.00%

7.26
5.00%

7.37
1.50%

7.67
4.00%

7.97
4.00%

8.29
4.00%

8.62
4.00%

ORDINANCE NO. _____

PASSED: _____

ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: Amending Subsection (c) of section 945.02 "Sewer Rate Schedule" OF CHAPTER 945 SEWER CHARGES.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLD, OHIO:

SECTION 1. That subsection (c) of section 945.02 "Sewer Rate Schedule" of Chapter 945 Sewer Charges of the Code of Ordinances of the City of Reynoldsburg be and is hereby amended to read as follows:

945.02 Sewer Rate Schedule

(c) Sewer charges for any building or premises shall be based on the water consumption for the buildings. Sewer rental charges are hereby established for all residential, commercial and industrial users effective ~~January 1, 2017 seven dollars and sixty seven cents (\$7.67) per 1,000 gallons.~~ JANUARY 1, 2018 AT THE RATE OF SEVEN DOLLARS AND NINTY SEVEN CENTS (\$7.97) PER 1,000 GALLONS.

SECTION 2. That existing Section 945.02 (c) of Chapter 945 Sewer Charges be and is hereby repealed and replaced.

SECTION 3. That upon adoption by Council this ordinance shall be in effect thirty days following signature by the Mayor.

Doug Joseph, President of Council

ATTEST:

April L. Beggerow, Clerk of Council

APPROVED: _____ DATE _____

Bradley L. McCloud, Mayor

CERTIFICATE

I, April L. Beggerow, Clerk of Council, City of Reynoldsburg, Ohio do hereby certify the foregoing to be a true and correct copy of Ordinance No. ____ as passed by Council of said City on the ____ day of ____ and as recorded in the Record of Proceedings of said Council.

April L. Beggerow, Clerk of Council

Filed with Mayor: _____

Published: _____

Attachment: Blank Sewer ORD 11-01-2017 (Wastewater Rate Schedule Increase)

Water and Wastewater Department

Paul Hellman

614-322-4500 Phone

ORDINANCE REQUEST

DATE: **November 13, 2017**

TO: **Finance Committee**

RE: Ordinance to Transfer Funds Between Accounts in the City's Water Fund
(710) and Declaring an Emergency

Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

That the amount of \$30,000.00 be unappropriated from account number 710.735.5639 Other Equipment and returned to the unappropriated Water Fund (710).

That an amount of \$30,000 be appropriated from the unappropriated Water Fund (710) to account number 710.736.5259 Operating Materials and Supplies.

Emergency requested: To pay for operation & maintenance to the end of the year.

Water and Wastewater Department

Paul Hellman

614-322-4500 Phone

ORDINANCE REQUEST

DATE: **November 13, 2017**

TO: **Finance Committee**

RE: Ordinance to Transfer Funds Between Accounts in the City's Sewer Fund(720) and Declaring an Emergency.

Reason For Emergency: Financial needs of the City's government

That the amount of \$30,000.00 be unappropriated from account number 720.736.5639 Other Equipment and returned to the unappropriated Sewer Fund (720).

That an amount of \$25,000.00 be appropriated from the unappropriated Sewer Fund (720) to account number 720.736.5213 Repair and Maintenance Supplies and an amount of \$5,000.00 be appropriated from the unappropriated Sewer Fund (720) to account number 720.736.5259 Operating Materials and Supplies.

Reason for emergency: Pump went out on a truck and funds are to pay for the replacement pump and close out debts for the year.

Building Department**John Paszke****7232 E. Main Street****Reynoldsburg OHIO 43068****Phone****ORDINANCE REQUEST**

DATE: **November 13, 2017****TO:** **Finance Committee****RE:** ORDINANCE APPROPRIATING FUNDS FROM UNAPPROPRIATED
CIP FUND (410) TO ACCOUNT 410.000.0158.5689 - OTHER
EQUIPMENT; AND DECLARING AN EMERGENCY.

Emergency/Suspension: Emergency**Reason For Emergency:** Financial needs of the City's government**Statement of necessity:** They will install for free if the purchase is done by December vs. a cost of an additional \$2550 if it were not completed by that time.**Requesting an appropriation of \$2,376 from the CIP (410) Account to Account:**
410.000.0158.5689 - Other Equipment to purchase a "Plan Review" module add-on in the New World program.



PROJECT

Sales Quotation For

City of Reynoldsburg

7232 E Main St

Reynoldsburg, OH 43068-2080

Phone +1 (614) 322-6811

Quoted By: Dudley Wellington

Date: 10/16/2017

Quote Expiration: 1/13/2018

Quote Name: Project Planning

Quote Number: QUO-30510-P7T1W4

Quote Description: Project Planning module

Software and Related Services

Description	License	Discount	License Total	Imp. Cost	Imp. # of Days	Year 1 Maintenance
Project Planning - Software	\$2,200.00	\$220.00	<u>\$1,980.00</u>	\$2,550.00	2.0	<u>\$396.00</u>
Total:			\$1,980.00	\$2,550.00	2.0	\$396.00

Summary

Total Software

Total Services

Contract Total (Excluding
Estimated Travel Expenses)Estimated Travel Expenses
Trips @ \$2,000/each -Includes airfare,
car rental, hotel accommodations and
per diem

One Time Fees

\$1,980.00

\$2,550.00

\$4,926.00

\$0.00

Recurring Fees

\$396.00

\$0.00

2376⁰⁰

Attachment: 2017-11-06 New World Invoice (Appropriation Request Building Department)

The software, services, and hardware, as applicable that are itemized above are hereby added to your existing Agreement with us. The software and hardware fees will be invoiced to you in full upon receipt of your signed quote. The service fees will be billed to you as services are delivered and the travel expenses are due as incurred. Associated maintenance and support fees will be invoiced on a pro rata basis beginning on the first day of the month following Amendment Effective Date, and thereafter in a lump sum amount together with Client's then-current maintenance and support fees for previously licensed software. The terms and conditions of your Agreement will otherwise control.

Authorized Client Signatory:

Customer Approval:

Date:

Print Name:

P.O. #:

All primary values quoted in US Dollars

Footnotes

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting.

Travel and expenses are not included under Total Services as they are billed at actual cost. A separate line item above "Estimated Travel Expenses", shows Tyler's estimate for travel and living expenses for the scope of this project. That estimate is based upon \$2,000 per trip, which may include airfare, hotel, per diem, car rental, and gas). All travel and living expenses will be billed on a weekly basis, but only as incurred.

Prices assumes that all software proposed is licensed.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the size and scope of your project. The actual amount of services depends on such factors as your level of involvement in the project and the speed of knowledge transfer.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Parks & Recreation Dept.**Donna Bauman****7232 E. Main Street****Reynoldsburg OHIO 43068****614-322-6879 Phone****ORDINANCE REQUEST**

DATE: **November 13, 2017****TO:** **Finance Committee****RE:** ORDINANCE APPROPRIATING FUNDS FROM THE
UNAPPROPRIATED GENERAL FUND TO ACCOUNT 110.340.5215
IN THE PARKS & RECREATION DEPARTMENT AND DECLARING
AN EMERGENCY.

Emergency/Suspension: Emergency**Reason For Emergency:** Financial needs of the City's government**Request Council appropriate \$2,000 from the unappropriated General Fund to Account 110.340.5215.**

These funds are sponsorship dollars earmarked for Old Rodebaugh Rd Park from TS Tech. Park benches will be purchased.

Requesting emergency passage at the second (2nd) reading to purchase items for 2017.

Mayor's Office
Brad McCloud
7232 E. Main Street
Reynoldsburg OHIO 43068
Phone

ORDINANCE REQUEST

DATE: **November 13, 2017**

TO: **Finance Committee**

RE: ORDINANCE AUTHORIZING MAYOR TO ENTER INTO AN
INTERGOVERNMENTAL WORKING AGREEMENT WITH THE
MID-OHIO REGIONAL PLANNING COMMISSION.

Authorizing the Mayor to enter into a Memorandum of Understanding with the Mid-Ohio Regional Planning Commission (MORPC) for a continuing partnership to hire a qualified consulting team to undertake Regional Corridor Analysis and effectively communicate its results to public and private stakeholders. (See attached)

MEMORANDUM OF UNDERSTANDING (MOU)

Between
 The Mid-Ohio Regional Planning Commission
 City of Columbus
 Central Ohio Transit Authority
 Contiguous Jurisdictions: City of Bexley, City of Dublin,
 City of Groveport, City of Reynoldsburg,
 City of Westerville, City of Whitehall

This Memorandum of Understanding (MOU) between the Mid-Ohio Regional Planning Commission (MORPC), City of Columbus, Central Ohio Transit Authority (COTA), and all other stakeholders as listed under “1. PARTIES” represents a mutual understanding and continuing partnership to hire a qualified consultant or consulting team to undertake a Regional Corridor Analysis and effectively communicate its results to public and private stakeholders.

1. PARTIES

- 1.1 Mid-Ohio Regional Planning Commission (MORPC)
- 1.2 City of Columbus
- 1.3 Central Ohio Transit Authority (COTA)
- 1.4 City of Bexley
- 1.5 City of Dublin
- 1.6 City of Groveport
- 1.7 City of Reynoldsburg
- 1.8 City of Westerville
- 1.9 City of Whitehall

2. BACKGROUND AND PURPOSE

- 2.1 MORPC serves as the metropolitan planning organization (MPO) for Central Ohio and provides critical transportation planning and funding functions for the fastest growing region in Ohio. One of MORPC's primary objectives is to assist its members in better understanding the impacts of the region's projected growth and development upon their communities. Central Ohio is expected to grow by up to 1,000,000 people by 2050. To prepare Central Ohio for this growth, MORPC, in partnership with ULI Columbus and Columbus 2020, conducted a comparative scenario analysis in 2014 - called insight2050 - to look at different ways of accommodating the projected growth. The results showed that more beneficial outcomes along all of the metrics analyzed are expected with more compact development, focused on infill and re-development opportunities. Such development was also found to be more responsive to the changing demographics and projected increased market demand for smaller residences in walkable, mixed use environments. Cities, villages, and townships are now evaluating how land use and development plans allow for their community to be competitive and responsive to these changes.
- 2.2 As recipients of the U.S. Department of Transportation Smart City Challenge grant, the City of Columbus and its partners are leveraging federal funds and private investment to innovate and implement smart mobility options that improve people's quality of life, drive growth in the economy, provide better access to jobs and ladders of opportunity, and foster sustainability – all while positioning the Columbus region to become a world-class logistics leader. The #SmartColumbus initiative provides a context to review land use decisions, transportation planning, and transit system design relative to smart mobility options. The future implementation of smart technology has the potential to significantly alter the ways people interact with and move between places, impacting plans for growth and development patterns complimentary to the initial insight2050 analyses and findings.
- 2.3 Local governments in Central Ohio are interested in being fully prepared for adapting their communities to evolving market demand and emerging technologies, while looking for better and more sustainable ways to make land use and transportation infrastructure decisions that help

retain and attract talent, businesses, and residents. Easy access to jobs, retail, housing, and entertainment is top of mind for local decision makers as they plan for future generations.

- 2.4 Targeted corridor development has the potential to capture some of this new market demand, support smart mobility options, and provide benefits associated with infill and redevelopment, as illustrated by the initial insight2050 analysis. A primary benefit of focusing infill development along regional corridors is the opportunity for high-capacity transportation options that support infill development goals and provide accessible options for residents and employees within a specified distance of the corridor.
- 2.5 The Regional Corridor Analysis will study a variety of metrics to assess the likely impact(s) of implementing the more compact development options identified by insight2050, specifically, from intensifying the development patterns within select regional corridors. Furthermore, the project partners are interested in studying the relationship between these corridors and high-capacity transit, inclusive of all types of technologies, under both the current and intensified development patterns.
- 2.6 It is anticipated that the results of the Regional Corridor Analysis will lead to specific implementation recommendations regarding the use of tools, such as zoning and development codes, utility enhancements, financial incentives and strategies, market readiness assessments, workforce housing policies, land assemblage, and prioritization of development/redevelopment areas. Another key goal of the study is the production of objective and replicable evaluation criteria (diagnostic tool) that could be applied to other corridors within the region that have similar characteristics.

3. TIMELINE (Subject to Change)

August 1, 2017 – Proposal is posted on MORPC website for interested parties to retrieve
 September 5, 2017 – Completed proposals due to MORPC by 5:00 PM
 September 6, 2017 – Proposals will be opened at 2:00 PM
 September 7 – September 22, 2017 – Evaluation of proposals
 September 25 – September 29, 2017 – Oral presentations at MORPC, if required
 September 29, 2017 – Evaluation Committee makes recommendation
 October 2 – October 6, 2017 – Contact all bidders regarding awards to be made
 October 12 – October 31, 2017 – Contract preparation
 October 31, 2017 – Contract finalized
 November 1, 2017 – Project begins
 October 2018 – Project expected to conclude

4. BUDGET

- 4.1 Total Budget for Project: Approximately \$650,000
 - 4.1.1 MORPC Federal Funds \$200,000
 - 4.1.2 Local Funds – City of Columbus \$200,000
 - 4.1.3 Local Funds – COTA \$100,000
 - 4.1.4 Local Funds – Contiguous Jurisdictions \$85,000
 - 4.1.5 Local Funds – Reserved for additional funding partners which may enter into this agreement at a later date.
- 4.2 The consultant will receive up to \$600,000 to conduct the analysis as outlined in the scope of work. Any remaining dollars will go to MORPC to be allocated toward the additional technical and communications support it will provide as the project's lead agency.

5. GENERAL RESPONSIBILITIES OF THE PARTIES

- 5.1 Participation by the high-level staff or board member of the partnering organizations in steering committee meetings to provide overall guidance, strategic direction, and assurance of accountability to desired outcomes.
- 5.2 Staff participation in project working group meetings and review of all project deliverables.

6. SPECIFIC RESPONSIBILITIES OF THE PARTIES

- 6.1 MORPC will contribute \$200,000 of Federal Funds in compliance with U.S. DOT Guidelines.
- 6.2 The City of Columbus will pay MORPC \$200,000.
- 6.3 COTA will pay MORPC \$100,000.
- 6.4 The Contiguous Jurisdictions named above will together pay MORPC a total of \$85,000 as previously stated in individually submitted Letters of Commitment.
- 6.5 MORPC will be the primary funder of this project and will hold the contract with the consultant. MORPC will manage the project in collaboration with all parties and a high-level steering committee.
- 6.6 MORPC will provide limited assistance to the consultant in the various tasks of the project scope as described in the Request for Proposals (RFP).
- 6.7 Additional funding partners may enter into this agreement by means of an amendment to this MOU.

7. TERMS OF MEMORANDUM

- 7.1 This MOU shall commence upon valid execution by all parties and shall expire on approximately October 31, 2018.
- 7.2 Any party may unilaterally withdraw from this MOU with 30 days written notice to the other parties.
- 7.3 The parties agree that the rights granted under this MOU shall be used solely by each other and that such rights are non-transferable or assignable without the express written consent of all parties.
- 7.4 This MOU shall be construed and interpreted and the rights of the parties determined in accordance with the laws of the State of Ohio.
- 7.5 This MOU constitutes the entire agreement among the parties, and no changes or modifications to this MOU shall be made unless agreed to by all parties to this MOU in writing.
- 7.6 This MOU may be amended by a separate writing signed by all of the parties. Each amendment shall be incorporated as if fully rewritten into this agreement.

8. CONTRACTUAL OBLIGATIONS

- 8.1 Except for Sections 6.1, 6.2, 6.3, and 6.4 this MOU is not a legally binding contract, but rather an understanding between the parties, and as such shall have no force in law and is not enforceable by any court for any reason.
- 8.2 Each party agrees to be legally bound to their respective commitments identified in Sections 6.1, 6.2, 6.3, and 6.4. In the event that the project expectations outlined in Section 5 cannot be met within the estimated \$650,000 project cost, then either (1) party may withdraw from the contract or (2) the parties may mutually agree to a revised cost estimate.

9. AUTHORIZING SIGNATURES AND DATES

IN WITNESS WHEREOF, the parties have executed this non-binding Memorandum of Understanding through the signatures indicated below.

 MORPC
 William Murdock
 Executive Director
 Date:_____

 City of Columbus
 NAME
 TITLE
 Date:_____

 COTA
 Emille Williams
 Interim President & CEO
 Date:_____

 City of Bexley
 Ben Kessler
 Mayor
 Date:_____

 City of Dublin
 Dana McDaniel
 City Manager
 Date:_____

 City of Groveport
 Marsha Hall
 City Administrator
 Date:_____

 City of Reynoldsburg
 Brad McCloud
 Mayor
 Date:_____

 City of Westerville
 David Collinsworth
 City Manager
 Date:_____

 City of Whitehall
 Kim Maggard
 Mayor
 Date:_____

Attachment: MORPC MOU (MORPC Memorandum of Understanding)

Mayor's Office
Brad McCloud
7232 E. Main Street
Reynoldsburg OHIO 43068
Phone

ORDINANCE REQUEST

DATE: November 13, 2017

TO: Finance Committee

RE: ORDINANCE AUTHORIZING MAYOR TO ENTER INTO AN
INTERGOVERNMENTAL WORKING AGREEMENT WITH
LICKING COUNTY HUMANE SOCIETY FOR SERVICES
RELATED TO ACTS OF ANIMAL CRUELTY AND NEGLECT.

See Attached MOU.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (hereinafter “MOU”) is entered into as of the date last signed by the parties hereto by and between the _____, Licking County, Ohio (hereinafter “the City” a body corporate and politic of the State of Ohio, and the Licking County Humane Society (hereinafter “LCHS”), an Ohio corporation not-for-profit that is a county humane society organized under Ohio Revised Code Section 1717.05.

WITNESSETH:

WHEREAS, the parties hereto mutually recognize the importance of investigating and prosecuting any person guilty of an act of cruelty to animals; and,

WHEREAS, one of the objects of LCHS is the inculcation of humane principles and the enforcement of the laws for the prevention of cruelty to animals; and,

WHEREAS, LCHS is authorized to appoint agents for the purpose of prosecuting any person guilty of an act of cruelty to animals; and,

WHEREAS, LCHS has entered into an agreement for an individual to perform the duties of a humane agent pursuant to Ohio Revised Code Section 1717.06; and,

WHEREAS, LCHS has appointed a humane agent and the Licking County Probate Court has approved that appointment; and, LCHS desires to assume the responsibility for enforcing the animal cruelty laws and for prosecuting the violators thereof; and,

WHEREAS, the City supports the endeavors of LCHS to enforce the animal cruelty laws; and,

WHEREAS, Ohio Revised Code Section 1717.07 provides that the City shall be responsible for the reasonable salary of a humane agent in an amount not less than five dollars per month; and,

WHEREAS, the City and LCHS have agreed that LCHS will commence the work of enforcing the animal cruelty laws on December 1, 2017 and that the City will be responsible for the payment of a reasonable salary for the work performed by a humane agent.

NOW, THEREFORE, in consideration of the foregoing, and the requirements of the Ohio Revised Code, the City and LCHS do hereby agree to the following:

I. ENFORCEMENT OF OHIO'S ANIMAL CRUELTY LAWS

1. LCHS shall be responsible for employing an individual(s) to serve as a humane agent(s) for the purpose of enforcing the animal cruelty laws.
2. The humane(s) agent shall maintain accurate records (including case reports and statistical compilations) of all calls, reports of animal cruelty, investigations, prosecutions, and the care and disposition of any animals seized by the humane agent.

II. PAYMENT PROVISIONS

6. The City shall pay to LCHS the amount of fifty dollars (\$50.00) per each month that humane agent services are provided, commencing _____.
7. The City and LCHS understand and agree that the humane agent shall not be an employee or agent of the Village.
8. LCHS shall invoice the City annually beginning _____ and monthly thereafter in which the service of humane agent has been provided or will provide a yearly invoice if preferred by the Village, payable upon receipt of invoice. Invoice shall include date(s) and description of service.

III. DURATION

9. This agreement may be extended based upon agreed-upon terms.
10. Should either party wish to terminate this agreement, that party will provide notice of not less than thirty (30) days prior to the date of termination to the other party.

IV. NOTICES

11. The parties hereto agree that any notices concerning this Memorandum of Understanding shall be in writing and shall be effective when actually served or within three days of posting by mail to the following:

City of Reynoldsburg
7232 E Main Street
Reynoldsburg OH 43068

Licking County Humane Society
Attn: Executive Director
825 Thornwood Drive
Heath, OH 43056

V. MISCELLANEOUS

12. GOVERNING LAW – The laws of the State of Ohio shall govern this agreement and any performance hereunder; and, venue shall be in Licking County.

13. AMENDMENTS – Any amendments hereto shall be in writing with the mutual consent of the parties hereto.

14. SEVERABILITY – If any provision of this Memorandum of Understanding shall be determined by a court of competent jurisdiction to be invalid or unenforceable, the remaining provisions shall not be affected thereby and the remaining provisions shall continue to be valid and enforceable to the fullest extent permitted by law.

15. COPIES – This Memorandum of Understanding shall be executed in duplicate with an original to be retained by each of the parties hereto.

IN WITNESS WHEREOF, the parties hereto have signed this Memorandum of Understanding on the dates provided below.

Village of Reynoldsburg

Dated: _____

by _____

its _____

LICKING COUNTY HUMANE SOCIETY, an Ohio corporation not-for-profit that is a county humane society organized under Ohio Revised Code Section 1717.05

Dated: _____

by _____

its _____

Human Resources Dept.**Sandra Boller****7232 E. Main Street****Reynoldsburg OHIO 43068****614-322-6868 Phone****ORDINANCE REQUEST**

DATE: November 13, 2017**TO: Finance Committee****RE:** ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: SECTIONS 160.02 “AUTHORIZED POSITIONS, PERSONNEL, CLASSIFICATION AND PAY GRADE” Subsection (a) Administration; (e) Parks and Recreation; (f) Police Department; (g)(4) Street Division and (g)(4a) Stormwater; AND 160.03 “SALARY SCHEDULE” Subsection (a) Full Time Employees (b) Senior Police Management and (d) Seasonal Employees OF CHAPTER 160 EMPLOYEE COMPENSATION.

Statement of necessity:

160.02 AUTHORIZED POSITIONS, PERSONNEL, CLASSIFICATION AND PAY GRADE

<u>Position</u>	<u>Personnel</u>	<u>Classification</u>	<u>Pay Grade</u>
(a) ADMINISTRATIVE			
Mayor	1	Unclassified	See Sect.141.01
Auditor	1	Unclassified	See Sect.143.01
City Attorney	1	Unclassified	See Sect.147.03
Asst. City Attorney	1	Unclassified	19
Asst. City Prosecutor	2 p/t	Unclassified	19
City Attorney Secretary	1	Unclassified	15
City Attorney Clerk	1	Classified	12
Mayor's Secretary*	1p/t	Unclassified	15
Clerk of Courts	1	Unclassified	16
Assistant Clerk of Courts	1	Classified	11
Data Entry Operator	1p/t	Classified	6
Data Entry Operator	1	Classified	6
Clerk of Council	1	Unclassified	16
Asst. Clerk of Council **	1 p/t	Unclassified	10
Tax Administrator	1	Classified	15
Deputy Auditor	1	Unclassified	15
Auditor's Secretary	1 p/t	Classified	10
Finance Manager	1	Unclassified	21
Civil Service			
Administrative Assistant	2 p/t	Unclassified	15
<u>Special Events/Media Coordinator</u>	<u>1</u>	<u>Unclassified</u>	<u>10</u>
* Mayor's Secretary to be shared with Human Resources Department			
(b) DEPARTMENT OF COMPUTER SYSTEMS			
Director of Computer Systems	1	Unclassified	20
Network Systems Administrator	1	Classified	19
(c) DEPARTMENT OF DEVELOPMENT			
Development Director	1	Unclassified	21
Development Director			
Administrative Assistant**	1pt	Unclassified	10
Planning & Zoning Administrator	1	Classified	19
** (shared position between Development and Clerk of Council Office)			
(d) HUMAN RESOURCES DEPARTMENT			
Director of Human Resources	1	Unclassified	20
Human Resources Generalist	1	Unclassified	12

(e) PARKS & RECREATION DEPARTMENT

Director	1	Unclassified	20
Administrative Assistant	1	Unclassified	12
Director Senior Citizens Center	1	Classified	16

<u>Position</u>	<u>Personnel</u>	<u>Classification</u>	<u>Pay Grade</u>
Senior Citizens Assistant	2 p/t	Classified	9
Senior Center Activities Instructor	1 p/t	Classified	5
Recreation Superintendent	1	Classified	14
Grounds Superintendent	1	Classified	14
Parks Maintenance –Crew Leader	1	Classified	11
Parks Grounds Maintenance	2	Classified	2
Parks Maintenance	2	Classified	6
Horticulturist	1	Classified	78
Seasonal & Occasional	Variable	Unclassified	See 160.03(d) & (e)

(f) POLICE DEPARTMENT

Director of Public Safety	1	Unclassified	26
Chief of Police	1	Classified	26A
Lieutenant	3	Classified	22A
Sergeant	9	Classified	See Chapter 166
Police Officer	57	Classified	See Chapter 166
Dispatcher	8	Classified	See Chapter 162
Support Services Supervisor	1	Classified	16
Property Room Clerk–Coordinator	1	Classified	710
Property Room Clerk	1p/t	Classified	7
Chief of Police			
Administrative Assistant	1	Classified	14
Public Service Records Technician	3	Classified	9
Court Specialist	1	Classified	9
Detective Bureau Administrative Assistant	1	Classified	9
Command & Staff Administrative Assistant	1	Classified	10
Accreditation Manager	1 p/t	Classified	10
Court Liaison	2 p/t	Classified	13

(g) SERVICE DEPARTMENT

(1) Director of Public Service	1	Unclassified	25
Service Director			
Administrative Assistant	1	Unclassified	13
Secretary	1	Classified	8
Maintenance Foreman	1	Classified	14
Custodian	2	Classified	5

Maintenance Crew Leader	1	Classified	9
(2) Building Division			
Chief Building Official	1	Classified	19
Asst. Chief Building Inspector	1	Classified	17
Building Inspector I	3	Classified	14
Administrative Assistant	1	Classified	11
Code Compliance Officer	2	Classified	6

<u>Position</u>	<u>Personnel</u>	<u>Classification</u>	<u>Pay Grade</u>
(3) Water/Wastewater Division			
Superintendent	1	Classified	18
Asst. Superintendent	1	Classified	15
Maintenance Spec/Equip Operator	5	Classified	10
Maintenance Spec/Equip Operator 1p/t		Classified	10
Billing Supervisor	1	Classified	13
Account Clerk 2	4	Classified	7
(4) Street Division			
Superintendent	1	Classified	17
Asst. Superintendent	1	Classified	15
Administrative Assistant	1	Classified	8
(To be shared with Storm Water Utility Division)			
Maintenance Spec/Equip Operator	5	Classified	10
<u>Maintenance Spec/Equip Operator</u>	<u>1*</u>	<u>Classified</u>	<u>10</u>
<u>(To be shared with Storm Water Utility Division)</u>			
Fleet Maintenance Supervisor	1	Classified	14
Fleet Maintenance Technician	1	Classified	10
(4)(a) Storm Water Utility Division			
Asst. Superintendent	1	Classified	13
Administrative Assistant	1	Classified	8
(To be shared with Street Division)			
Pollution Control Technician	1	Classified	10
Maintenance Spec/Equip Operator	1	Classified	10
<u>Maintenance Spec/Equip Operator</u>	<u>1*</u>	<u>Classified</u>	<u>10</u>
<u>(To be shared with Street Division)</u>			
(h) DEPARTMENT OF ENGINEERING			
Director of Engineering	1	Unclassified	23

160.03 SALARY SCHEDULE

BEGINNING January 1, ~~2016~~2018, THE FOLLOWING PAY GRADES SHALL BE IN EFFECT:

(a) Full Time Employees

CITY OF REYNOLDSBURG, OHIO
SALARY SCHEDULE
(5% Between Grades, 30% Minimum to Maximum)

GRADE		MINIMUM	TO	MAXIMUM
1	Annual	\$ 22,706 24,295		\$ 32,783 35,048
2	Annual	\$ 23,852 25,522		\$ 34,408 36,816
3	Annual	\$ 25,048 26,801		\$ 36,132 38,661
4	Annual	\$ 26,292 28,132		\$ 37,912 40,566
5	Annual	\$ 27,627 29,132		\$ 39,803 42,589
6	Annual	\$ 29,011 31,042		\$ 41,803 44,729
7	Annual	\$ 30,449 32,580		\$ 43,911 46,985
8	Annual	\$ 31,976 34,214		\$ 46,122 49,351
9	Annual	\$ 33,552 35,901		\$ 48,446 51,837
10	Annual	\$ 35,224 37,690		\$ 50,877 54,438
11	Annual	\$ 36,995 39,585		\$ 53,413 57,152
12	Annual	\$ 38,860 41,580		\$ 56,065 59,990
13	Annual	\$ 40,815 43,672		\$ 58,870 62,991
14	Annual	\$ 42,873 45,874		\$ 61,840 66,169
15	Annual	\$ 45,025 48,177		\$ 64,918 69,462
16	Annual	\$ 47,271 50,580		\$ 67,837 72,586
17	Annual	\$ 49,616 53,089		\$ 71,561 76,570
18	Annual	\$ 52,098 55,745		\$ 75,124 80,383
19	Annual	\$ 54,726 58,557		\$ 78,902 84,425
20	Annual	\$ 57,450 61,472		\$ 82,849 88,648
21	Annual	\$ 60,317 64,539		\$ 87,009 93,100
22	Annual	\$ 63,326 67,759		\$ 91,380 97,776
23	Annual	\$ 66,483 71,137		\$ 95,976 102,694
24	Annual	\$ 69,824 74,712		\$ 100,778 107,832
25	Annual	\$ 73,320 78,472		\$ 105,804 113,210

Attachment: Chapter 160 Changes Nov 2017 (Amend Chapter 160.02 and 160.03)

26	Annual	\$ 76,998 <u>82,388</u>	\$ 111,096 <u>118,873</u>
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*Nonexempt payroll will be based upon hourly rates derived from the annual rates.

** Based on City of Reynoldsburg Council recommendation of 2%.

121302cjrCO wrey2002

(b) Senior Police Management

CITY OF REYNOLDSBURG, OHIO SALARY SCHEDULE

GRADE		MINIMUM	TO	MAXIMUM
22A	Annual	\$ 76,160 <u>81,491</u>		\$ 108,823 <u>116,441</u>
26A	Annual	\$ 79,886 <u>85,478</u>		\$ 114,195 <u>122,189</u>

*Nonexempt payroll will be based upon hourly rates derived from the annual rates.

(c) Part Time Employee

Part time employees' rate of pay shall begin at the minimum hourly rate for the pay grade assigned.

(d) Seasonal Employee

1) Parks and Recreation Department:

Seasonal Recreation Employee	\$8.00 - \$30.00
Seasonal Maintenance Employee	\$8.50 – 13.00 <u>14.00</u>
Bus/Van Driver	\$9.50 per hour- 13.00 <u>16.00</u>

2) Service Department

Water/Wastewater Laborer	\$9.00 - \$10.50 per hour
Service Seasonal Laborer	\$9.00 - \$10.50 per hour

3) Street Department

Street Seasonal Laborer	\$9.00 - \$10.50 per hour
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(e) Occasional Labor/Independent Contract

Unless otherwise indicated, occasional shall be paid at the rate mandated as the minimum wage by the Fair Labor Standards Act. Exceptions to this area are as follows:

(1) Parks and Recreation Department:

Umpire/Referee-	\$7.00 to \$ \$60.00 per game
Program Assistant	\$7.80 - \$20.00 per game/hour

(2) Service Department (Building Division)

Building Plans Examiner

Residential/Inspector

\$13.00 per hour

Human Resources Dept.**Sandra Boller****7232 E. Main Street****Reynoldsburg OHIO 43068****614-322-6868 Phone****ORDINANCE REQUEST**

DATE: **November 13, 2017****TO:****RE:** REQUESTING AUTHORIZATION FOR THE MAYOR TO ENTER
 INTO AN AGREEMENT WITH KIRCH GROUP TECHNOLOGIES
 LLC, FOR INFORMATION TECHNOLOGY SERVICES FOR THE
 PERIOD OF JANUARY 1, 2018 THROUGH DECEMBER 31, 2018
 AND DECLARING AN EMERGENCY (see attached)

Emergency/Suspension: Emergency**Reason For Emergency:** Financial needs of the City's government**To have a contact in place for January 1, 2018****Statement of necessity: Waive Competitive Bidding****REQUESTING AUTHORIZATION FOR THE MAYOR TO ENTER INTO AN
AGREEMENT WITH KIRCH GROUP TECHNOLOGIES LLC, FOR INFORMATION
TECHNOLOGY SERVICES FOR THE PERIOD OF JANUARY 1, 2018 THROUGH
DECEMBER 31, 2018 AND DECLARING AN EMERGENCY (see attached)**

Contract Version 2.4.0_REY (2018)

Kirch Group Technology, LLC Service Agreement Contract

Attachment: KGT contact 2018 (IT Support Kirch Group Technology 2018)

Submitted to:

City of Reynoldsburg
7232 E. Main Street
Reynoldsburg, Ohio 43068



Kirch Group Technology, LLC - Service Contract

This **Kirch Group Technology Service Agreement** (the “Agreement”) is made and entered into as of the last date appearing at the foot of this Agreement by and between Kirch Group Technology, LLC, an Ohio limited liability company (“KGT”) and the client whose name appears at the foot of this Agreement (the “Client”).

Statement of Agreement:

1. **Agreement Basics.** Pursuant to this Agreement, and subject to the terms, conditions and limitations contained in this Agreement, KGT shall provide general Information Technology (IT) management in support of your business and its Covered Hardware (defined on **Exhibit 1A**) and Covered Software (defined on **Exhibit 1B**) (Covered Hardware and Covered Software are collectively, the “Covered Items”).
2. **Overview.** KGT’s uniquely configured support framework for Covered Items provides a range of services, as selected in this Agreement, designed to keep your computer and network systems functioning. Such services, as selected by Client, pertaining to Covered Items include are disclosed on **Exhibit 2**.
3. **System Documentation.** Client shall provide all documentation relative to the Covered Items to KGT.
4. **Getting Started.** Once the Documentation is delivered or provided to KGT, a KGT technician (a “Tech”) shall perform a series of preliminary studies and recommendations. A quotation may be provided to the client with a list of list of hardware and/or software and/or labor required to get client to a state in which KGT will accept client into this agreement. Failure to accept and pay in full for this will result in the immediate cancelation of this agreement as client does not qualify for this arrangement.
5. **Services.** The services provided to the Client under this Agreement are specifically set forth on the Contract Service Schedule as disclosed on **Exhibit 5**.
6. **Services Limitations.** Due to the nature of technology, KGT makes no representation regarding its ability to solve every IT/network problem Client encounters, but KGT does represent that the Tech shall be provided to Client as provided in this Agreement. Details of service limitations are included on **Exhibit 6**.
7. **Deliverables.** Working with Client’s designated contact person (in some special cases, persons), KGT (acting through its Tech) shall address, as provided in this Agreement, any issues and/or problems concerning Client’s current IT environment as it pertains to Covered Items.
8. **Client Obligations.** For KGT to provide the type of service that our Clients deserve and uphold its obligations under this Agreement, Client must strictly observe and where appropriate perform the obligations disclosed on **Exhibit 8**.
9. **Term and Termination.** The Term of this Agreement shall commence on the effective date as defined in this Agreement and is effective for the remainder of the calendar year. This period is also referred to as the “Term.” This Agreement may be terminated by KGT prior to the Agreement End Date upon Client’s failure to perform any of its obligations defined in § 8 or on Exhibit 8-Attached, including, but not limited to failure to discharge Client’s financial obligations under this Agreement with fifteen (15) days of Client’s receipt of a written notice of default. Additional reasons for termination of this agreement are described on **Exhibit 9**.
10. **Fees and Payments.** Client’s fees for services provided in the Contract Service Schedule appear on the Contract Price Schedule disclosed on **Exhibit 10**. Beginning on the Effective Date, Client shall be billed according to the below-stated payment schedule set forth on the Contract Price Schedule, in advance for applicable fees. Any amount due to KGT under this Agreement, whether under the Contract Price Schedule or billing for additional services shall be payable in full upon receipt of an invoice, without withholding, deduction or offset of any amounts for any purpose. ~~Any amount not paid within thirty (30) days of the invoice’s date shall be subject to an interest charge of eighteen percent (18%) per annum.~~ Any KGT billing not disputed by Client both in writing and in good faith, within thirty (30) days of Client’s receipt of an invoice is deemed approved and accepted by Client. The Contract Price Schedule only covers items on the Contract

Attachment: KGT contact 2018 (IT Support Kirch Group Technology 2018)

Service Schedule. The Contract Service Schedule work is performed during normal business hours of 8:00am-5:00pm EST, Monday – Friday. Please see website for list of Holidays and dates KGT office is closed. If Client needs an issue addressed outside the normal business hours, such services (whether or not such service is on the Contract Service Schedule) shall be billed at KGT's then effective "After-Hours Rate", unless KGT agrees to a different rate in writing prior to such services being performed. After-Hours Rates are defined on the KGT website and are subject to change at any time.

11. **Non-interference.** Client shall not hire, interview, solicit for hire or aid any third party in hiring any KGT employee, consultant, technician or agent during the Term and for a period of one (1) year after this Agreement has been terminated, or later if KGT's completion of any services for Client's benefit extends beyond the termination date.
12. **Entire Agreement.** This Agreement along with all attached Exhibits constitute one and only one agreement regarding this Agreement's subject matter. This Agreement may not be amended, altered or modified in any manner, except as specifically provided herein, unless it is done so in a written instrument signed by both the Client and KGT; provided, that, one of such instrument's terms reflects one its purpose is to amend this Agreement.
13. **Notices.** Any notice required or permitted under this Agreement must be in writing and except for the ARTS site and/or voice mail provided for in § 6 (and **Exhibit 6**) and sent to the party at the address appearing on **Exhibit 13**. Such notice(s) shall be deemed received on (a) the date it is posted in the U.S. Mail systems, properly addressed, bearing adequate postage with a return receipt appended, (b) when delivered to an overnight delivery service, if properly addressed (for this purpose only Federal Express and UPS are acceptable), or (c) when sent by email to the party's email address set forth at the foot of this Agreement; provided, that an electronic receipt for such email is received by the sender.
14. **Full-Time Technician.** KGT will provide a technician to Client. This technician will operate under the guidelines as described in **Exhibit 14**.

IN WITNESS WHEREOF, KGT and Client have executed this Agreement as of the date appearing next to their signature and each of KGT and Client represent to the other party that the person executing this Agreement on this behalf is fully authorized to bind the party for which it is so executing.

Contract Effective Date: 1/1/2018 – 12/31/2018

CLIENT:

City of Reynoldsburg

By: _____

Printed Name: _____

Date: _____

KGT:

Kirch Group Technology, LLC

By: _____

John Stickel, Managing Member

Date: _____

Attachment: KGT contact 2018 (IT Support Kirch Group Technology 2018)

Exhibit 1A:**“Covered Hardware:”**

Covered hardware details will be updated to represent inventory at time of contract start date.

Exhibit 1B:**“Covered Software:”**

Client Operating Systems (OS):

- Microsoft Windows XP (Home and Professional)
 - Additional charges will be applied if KGT is required to support this operating system.
- Microsoft Windows Vista (Home, Business, Enterprise, Ultimate)
- Microsoft Windows 7 (Home, Professional, Enterprise, Ultimate)
- Microsoft Windows 8 and 8.1 (Pro, Enterprise, RT)
- Microsoft Windows 10 (Home, Pro, Enterprise)

Server Operating Systems (OS):

- Microsoft Windows Server 2003 (all)
 - NOTE: Microsoft Support Ended July 15, 2015
 - Additional charges will be applied if KGT is required to support this operating system.
- Microsoft Windows Small Business Server 2003, 2003 R2, 2008, 2011
 - NOTE: Microsoft Support Ended July 15, 2015 for SBS 2003 and SBS 2003 R2
 - Additional charges will be applied if KGT is required to support the SBS 2003 or SBS 2003 R2 operating system.
- Microsoft Windows Server 2008 (all)
- Microsoft Windows Server 2012 (all)
- Microsoft Windows Server 2016 (all)

Applications:

- Microsoft Office 2010
- Microsoft Office 2013
- Microsoft Office 2016

It is not possible for KGT to completely support all software, however, we will attempt to resolve any issues you may have if an error occurs. We must be given an error. To get further support with this agreement for industry specific software, we require you to maintain an ongoing support contract with that software vendor. We will still assist you in troubleshooting, by utilizing the support contract and contacting the specific vendor.

Training is not included in the agreement. Training is helping a user understand how to use the software and/or utilize certain features of the software. Although a technician may choose to train a Client, this is not typically included in the agreement. Client will be notified in advance if training is going to be invoiced and arrangements for payment and amounts will be determined.

Exhibit 2:**“Menu of Services:”**

- a. Site Assessment
- b. IT Inventory and Management
- c. Scheduled Visits (either “on-site” or “remote”)
- d. Proactive Service
 - a. Check Server Event Logs
 - b. Verify Backups
 - i. At scheduled service visits, KGT will confirm that backups are getting done. However, KGT will not test backup media at each visit to confirm a full disaster recovery test. This service (disaster recovery test) is an additional charge.
 - c. Verify Anti-Virus Software
- e. Technology Knowledge and Guidance
- f. Help Desk Support (including phone support)
- g. Covered Items Reliability
- h. Covered Items Security
- i. Functional Consistency
- j. Design Level Productivity
- k. Cost Management and Control (IT Budget)

Exhibit 5:**“Contract Service Schedule:”**

Contract Services generally include the following: (a) Scheduled Visits; (b) Server Specific Duties; (c) Personal Computer Specific Duties; (d) Peripheral Specific Duties; (e) ARTS response protocol; and (f) Software Support, which relate to the following services descriptions; provided, however, to the extent there is a conflict between the Contract Service Schedule and this Exhibit 5, the former shall control.

Scheduled Visits. The date, time and frequency for Tech Client Visits are based on the size, amount and complexity of Covered Hardware as determined by KGT. Client and KGT must agree on specific dates and times for the Tech’s performance of the scheduled maintenance covered by this Agreement. **Such schedule may be modified to reflect Covered Items changes.**

Scheduled Visits:

- a. This constitutes scheduled visits under this Agreement.
- b. Scheduled visits typically last between one and two hours.
 1. Scheduled visits not to exceed three hours, unless prior arrangements are made between Client and KGT.
 2. The Tech may, in his/her discretion, reschedule time for incidents not previously submitted to KGT either under ARTS or by telephone phone calls received by KGT at least twenty-four (24) hours prior to the start time for such scheduled visit.
 - A. Any additional services not covered by the terms of this Agreement performed during a scheduled visit, under ARTS or due to a telephone call may result in fees in addition to the basic fees (aka Contract Price) set forth in this Agreement.
 - B. When the technician arrives on the scheduled day, he/she will address any ARTS submitted tickets with the Client’s contact person. The technician will then proceed with the following services on applicable covered hardware.

Server Specific Duties:

During both Scheduled Visits, and where appropriate in the Tech’s opinion, the following Server Specific Duties shall be conducted/reviewed by the Tech: review outside of server housing for warning lights; check server for adequate storage space; Review Windows event logs for messages, warnings, and errors and address as necessary; Review and approve appropriate Windows updates via Windows Software Update Services; Review network Anti-virus management software for issues and address as necessary and Review server and data backups and address as necessary.

Personal Computer Specific Duties.

During both Scheduled Visits, and where appropriate in the Tech’s opinion, the following Personal Computer Specific Duties shall be conducted/reviewed by the Tech: ensure Windows updates are or have been installed correctly; monitor for malware infections; and run cleanup utilities to provide highest available usage speeds.

Peripheral Specific Duties.

During both Scheduled Visits, and where appropriate in the Tech’s opinion, the Tech shall ensure proper operation of printers, scanners, firewalls, switches and the like; **provided, that**, such peripherals are listed in the Covered Hardware Schedule as the date of the visit.

ARTS Response Protocol.

This Agreement provides access to a Tech who provides necessary services to monitor and maintain your current system and network environment as provided herein. Consequently, KGT provides a Tech for an on-site, scheduled visit on the day and time provided in this Agreement. Client is authorized to leave emergency/non-emergency voice mail messages and is granted access to the KGT's Automated Response and Ticket Submission (ARTS) site. All scheduled visits and support occurs during KGT's normal business hours of which are listed on our website. Our offices are also closed on all National Holidays. If support in response to an ARTS request is performed at Client's request either "after normal business hours" and/or over a weekend, Client will be billed for a fee in addition to Client's regular financial obligations set forth in this Agreement.

Software Support.

KGT provides support under this Agreement for Covered Software as it relates to its proper installation and configuration in your current business environment. Usage and appropriate understanding of how the Covered Software is (or may be) utilized in the Client's business is outside this Agreement's scope. KGT, may, where appropriate, endeavor to dispense Covered Software knowledge where and when appropriate based upon the applicable Tech's expertise with the particular software item. However, KGT reserves the right to decline support for Covered Software usage and understanding when it determines that the Client (or Client's applicable user) needs or could benefit from software training.

Upgrading or Replacing Hardware/Software.

Upgrading or replacing hardware or software normally requires an on-site visit. However, hardware and/or software upgrades may be completed remotely, with or without the knowledge of the Client. This Agreement does not include the cost of new or replacement hardware, software, cabling or other equipment that may be required to perform services under this Agreement. A separate labor fee shall be applied for adding any hardware not listed on the Covered Hardware Schedule, or major software upgrades or installations not listed on the Covered Software Schedule. Clients shall be quoted a price for new or replacement hardware prior to installation or repair. Labor fees associated with replacement or repair of hardware on the Covered Hardware Schedule are included in this Agreement, except where outlined on the Client Fee Schedule. Applicable sales tax shall be charged as required by applicable law.

Caveats: KGT recommends Business class hardware and software for all of our clients. Purchasing hardware and software through KGT is not a requirement under this Agreement. However, Client benefits with KGT's price breaks on business class IT hardware and software from Dell and other vendors. Should Client seek to upgrade or replace hardware or software with non-business class hardware or software or items the use of which KGT has recommended against, the labor fees for such replacement or repair are not included in the with this Agreement.

Exhibit 6:**“Service Limitations:”**

- a. Once Client submits an Emergency ticket to the ARTS site and/or an Emergency voice mail message, KGT shall have four (4) business hours to acknowledge the ticket. That does not mean that the issue has to be resolved. KGT shall then have two (2) business hours to begin the attempt at resolving the issue. The attempt is not necessarily limited to an on-site Tech visit. Remote efforts by KGT designed to address the problem(s) are attempts. The agreed response time under this Agreement is set forth in the Contract Services Schedule.
 - a. **MODIFICATION FOR CITY OF REYNOLDSBURG:**
 - i. Should the 911/Communications go down during business hours or After Hours, personal contact via cell phone to KGT Technician is permitted to facilitate immediate response. KGT will invoice client at current After Hours Rate should contact fall outside of normal KGT business hours.
- b. Services not included in this Agreement or listed on the Contract Service Schedule are billable in addition to the Contract Price Schedule (defined below) and include: setup and configuration of PCs, printers, and other peripherals not listed in the Covered Hardware Schedule; setup and configuration of new servers; installation and configuration of new software and/or major software upgrades; software research related to Client’s business; Excessive hardware and/or software quotes; emergency IT support outside normal business hours as define in the Agreement; direct contact (e-mail, phone calls) with Tech(s) not KGT initiated; software training for Client’s employees; or reinstallation of server operating systems and programs.
- c. Force majeure—Problems considered force majeure are not services coming within the Contract Services Schedule and this Agreement. Force majeure includes acts of God, fire, theft, insurrection, situations involving marital law, etc. KGT reserves the right to bill for issues that arise directly, or indirectly, from force majeure including issues with ISP’s, telephone companies, power and cellular companies. Force majeure relieves KGT of its response time obligations under this Agreement.

Exhibit 8:**“Client Obligations/Duties:”**

- a. All issues and/or IT related questions must be submitted to KGT via the ARTS site or through KGT’s voicemail system. Direct contact (via email or phone call) not Tech approved, are not permitted and are subject to additional billing charges;
- b. Pay all invoices by their due date. Failure to pay on due date shall result in late fees, stoppage of service and/or termination of this Agreement;
- c. Pay all Agreement fees by due date stated on the applicable invoice. Failure to pay by due date shall result in late fees, stoppage of service and/or termination of this Agreement;
- d. Provide KGT with as much advanced notice to any changes to current network environment (ISP changes, phone system changes, personnel changes);
- e. Maintain all applicable software licenses and software, whether or not such software is part of the Covered Software Schedule;
- f. **KGT will not install or service illegal software and Client’s installation and/or use of such illegal software may result in KGT’s termination of this Agreement;**
- g. Notify KGT regarding any software installed and purchased without consulting KGT;
- h. Advise Client’s staff on usage of ARTS and against direct Tech contact (for support initiation);
- i. Provide Client staff with proper software training on applicable company software as KGT does not provide support on software usage;
- j. Advise KGT of the presence of mobile devices that connect to Client’s network or gather company email;
- k. Maintain an active virus scanning solution and routine backup solution as deemed appropriate by KGT for Client’s environment;
- l. KGT reserves the right to invoice the client for Spyware/Malware removal should the client refuse to have appropriate preventative software and/or hardware in place as deemed appropriate by KGT for Client’s environment.

Exhibit 9:**“Agreement Terms and Termination Details:”**

- a. If the Agreement End Date arrives, and the Agreement is not renewed, so long as all of Client’s obligations under this Agreement are fully satisfied by such date, then KGT shall return the Documentation to Client and retain copies exclusively for archive and liability purposes upon request by Client. KGT shall make no further use of such Documentation and shall hold it in the strictest of confidence.
- b. If the Agreement End Date arrives (or if the Agreement is terminated earlier due to Client’s failure to comply with all its obligations found in § 8 of this Agreement (and Exhibit 8), neither shall the Documentation be returned to Client nor shall the temporary passwords installed by KGT be released, except as provided in c, below, unless and until Client has brought current or remedied, in KGT’s opinion, its obligations under § 8 and (and Exhibit 8).
- c. If the nature of Client’s business is such that temporary protective passwords installed by KGT would create legal liability for Client, which areas must be disclosed to KGT on or before the effective date, the passwords referenced in b, above, shall not be applied to such items.
- d. Should Client terminate this Agreement and the Contract Price Schedule payments shall have been paid either in advance or in full, no refund shall be given and KGT shall not be obligated thereafter to provide any services contemplated by this Agreement.

Exhibit 10:**“Fees and Payments:”**

Quoted Service Agreement - \$144,000.00 yearly plus any applicable taxes, to be billed quarterly (\$36,000.00).

Payment Schedule - Billed on January 1st, April 1st, July 1st, and October 1st in 2018: \$36,000.00 plus any applicable taxes.

Exhibit 13:**“Addresses, E-mail Addresses and Telephone Numbers:”****Client Address:**

City of Reynoldsburg
7232 E. Main Street
Reynoldsburg, Ohio 43068

PH: (614)322-6800

Main Contact:

Sandra Boller

Email Contact:

sboller@ci.reynoldsburg.oh.us

Exhibit 14:**“Full-Time Technician:”**

- a. KGT will provide a full-time technician for Client. This technician will operate outside the current limitations of this contract. Technician will provide routine IT services as expected from a Network Administrator. No additional fees will be billed to the Client for services provided by this technician.
- b. Total Technician time onsite will be 32 hours per week. Hours will be reduced when Client offices are closed according to Holiday Schedule.
- c. KGT will make a reasonable effort to provide the same technician. Should this technician be unavailable, KGT will provide an alternate technician as to keep the above schedule.
- d. Full-Time technician will not be limited to on-site hours only. Should any emergencies arise, full-time technician will be responsible for handling the issue. If additional KGT employees are **not** needed to resolve the issue, Client will **not** be charged any additional fees.
- e. Full-Time technician will have a cell phone and can be contacted by Client at any time.

Human Resources Dept.**Sandra Boller****7232 E. Main Street****Reynoldsburg OHIO 43068****614-322-6868 Phone****ORDINANCE REQUEST**

DATE: **November 13, 2017****TO:****RE:** ORDINANCE AUTHORIZING RENEWAL OF CITY'S DENTAL
INSURANCE COVERAGE WITH DELTA DENTAL FOR THE
PERIOD FROM JANUARY 1 2018 THROUGH DECEMBER 31, 2019
AND DECLARING AN EMERGENCY. (See attached)

Statement of necessity: To have dental insurance in place on January 1, 2016

ORDINANCE AUTHORIZING RENEWAL OF CITY'S DENTAL INSURANCE
COVERAGE WITH DELTA DENTAL FOR THE PERIOD FROM JANUARY 1 2018
THROUGH DECEMBER 31, 2019 AND DECLARING AN EMERGENCY. (See attached)



Delta Dental of Ohio
Renewal Rates for City of Reynoldsburg #0280
Effective January 1, 2018

Rates - Non-Retention

Rates per subscriber per month	Current Rate(s)	Renewal Rate(s)
	January 1, 2016 through December 31, 2017	January 1, 2018 through December 31, 2019
Composite	\$96.72	\$93.82
Overall Percent Change	-3.00%	

Rating Requirements

Minimum client contributions: 100 percent for employee and 100 percent for dependent(s).

Tied to medical: No

Rating Assumptions

Rates do not include any applicable claims taxes. The rates are valid only for the effective date noted above and are guaranteed for a two year non-retention contract.

Self-billing is not allowed and you agree to pay as invoiced each month.

Standard subscriber materials will be provided to you to distribute to your members. These include the Summary of Dental Plan Benefits, Certificate, and reference cards.

Printed dentist directories are not included. You can find participating dentists on our website at www.DeltaDentalOH.com.

The plan specifications are subject to Delta Dental's standard exclusions and limitations, including:

- Oral exams (including evaluations by a specialist) are payable twice in any period of 12 consecutive months.
- Prophylaxes (cleanings) are payable twice in any period of 12 consecutive months.
- People with specific at-risk health conditions may be eligible for additional prophylaxes (cleanings) or fluoride treatment. The patient should talk with his or her dentist about treatment.
- Fluoride treatments are payable twice in any period of 12 consecutive months for people up to age 19.
- Bitewing X-rays are payable once in any period of 12 consecutive months and full mouth X-rays (which include bitewing X-rays) are payable once in any five-year period.
- Composite resin (white) restorations are Covered Services on posterior teeth.
- Porcelain and resin facings on crowns are optional treatment on posterior teeth.
- Implants and implant related services are payable once per tooth in any five-year period.

Attachment: 2018 19 Renewal (Delta Dental 2017-18)

Delta Dental of Ohio
Dental Benefit Highlights for
City of Reynoldsburg #0280



Delta Dental PPO (Point-of-Service)

Coverage effective January 1, 2018

	Delta Dental PPO Dentist	Delta Dental Premier Dentist	Non- participating Dentist
	Plan Pays	Plan Pays	Plan Pays*
Diagnostic & Preventive			
Diagnostic and Preventive Services - exams, cleanings, fluoride, and space maintainers	100%	100%	100%
Emergency Palliative Treatment - to temporarily relieve pain	100%	100%	100%
Brush Biopsy - to detect oral cancer	100%	100%	100%
Radiographs - X-rays	100%	100%	100%
Basic Services			
Minor Restorative Services - fillings and crown repair	75%	75%	75%
Endodontic Services - root canals	75%	75%	75%
Periodontic Services - to treat gum disease	75%	75%	75%
Oral Surgery Services - extractions and dental surgery	75%	75%	75%
Major Restorative Services - crowns	75%	75%	75%
Other Basic Services - misc. services	75%	75%	75%
Relines and Repairs - to bridges, implants, and dentures	75%	75%	75%
Major Services			
Prosthodontic Services - bridges, implants, and dentures	75%	75%	75%
Orthodontic Services			
Orthodontic Services - braces	75%	75%	75%
Orthodontic Age Limit -	Up to age 19	Up to age 19	Up to age 19

* When you receive services from a Nonparticipating Dentist, the percentages in this column indicate the portion of Delta Dental's Nonparticipating Dentist Fee that will be paid for those services. The Nonparticipating Dentist Fee may be less than what the dentist charges and you are responsible for that difference.

Maximum Payment – \$1,500 per person total per Benefit Year on all services except orthodontic services. \$1,500 per person total per lifetime on orthodontic services.

Deductible – None.

Note - This document is only intended to provide a brief description of your benefits. Please refer to your Certificate and summary for a complete description of benefits, exclusions, and limitations.

Welcome to Ohio's largest dental benefits family!

As a member of Delta Dental of Ohio, you have access to the nation's largest dental networks: Delta Dental PPO and Delta Dental Premier.

- It's easy to find a dentist! Four out of five dentists nationwide participate in our network.
- You have superior access to care and fee savings because of our agreements with participating dentists.
- Our dentists cannot balance bill you, which means more money in your pocket!
- No troublesome paperwork! Network dentists will fill out and file your claims.
- Pay only your copayments and/or deductibles when you receive care from network dentists – there are no hidden fees.
- You can still visit nonparticipating dentists, but you may be billed the full amount at the time of service and then have to wait to be reimbursed.

Quality Dental Program

With our quick and accurate claims processing, we pay more than 90% of claims in 10 days or less. Delta Dental also offers world-class customer service from our Certified Center of Excellence call center, as awarded by Benchmark Portal.

Online Access

Our online Consumer Toolkit lets you access your dental plan securely over the Internet. You can find a dentist, check benefits, select paperless notices, review claims and amounts used toward maximums, print ID cards, and more -- all at your own convenience.

A Healthy Smile

Keep your smile healthy with dental benefits from Delta Dental. Your smile is a good indicator of your health. Did you know that your dentist can detect up to 120 different diseases, including diabetes and heart disease? Early detection is one of the best ways to prevent further complications.

Questions?

If you have questions, please call our Customer Service team at 800-524-0149 (TTY users call 711) or look online at www.DeltaDentalOH.com.

This plan complies with applicable federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability or sex. This plan does not exclude people or treat them differently because of race, color, national origin, age, disability or sex.

This plan provides free aids and services to people with disabilities to communicate effectively with us, such as:

- Qualified sign language interpreters
- Written information in other formats (large print, audio, accessible electronic formats)

This plan provides free language services to people whose primary language is not English, such as:

- Qualified interpreters
- Information written in other languages

If you need these services, call 1-800-524-0149 (TTY users call 711).

If you believe that this plan has failed to provide these services or discriminated in another way on the basis of race, color, national origin, age, disability or sex, you can file a grievance with the civil rights coordinator at PO Box 9089, Farmington Hills, MI 48333-9089; by phone at 1-800-524-0149 (TTY users call 711) or fax to 517-706-3513. You can file a grievance by mail, fax or phone. If you need help filing a grievance, the civil rights coordinator is available to help you. You can also file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, electronically through the Office for Civil Rights Complaint Portal, available at <https://ocrportal.hhs.gov/ocr/portal/lobby.jsf>, or by mail or phone at: U.S. Department of Health and Human Services, 200 Independence Avenue SW., Room 509F, HHH Building, Washington, DC 20201; 1-800-368-1019, 1-800-537-7697 (TDD). Complaint forms are available at <http://www.hhs.gov/ocr/office/file/index.html>.

KUJDES: Nëse flitni shqip, për ju ka në dispozicion shërbime të asistencës gjuhësore, pa pagesë. Telefononi në 1-800-524-0149 (TTY: 711).

انتباه: إذا كنت تتحدث اللغة العربية، فنتوفر خدمات المساعدة اللغوية مجانًا بالنسبة لك. اتصل على الهاتف رقم 1-800-524-0149 (رقم الطابعة الهاتفية: 711).

মনোযোগ দিন: আপনি যদি বাংলা ভাষায় কথা বলেন, তাহলে ভাষাগত সহায়তা পরিষেবাগুলি, আপনার জন্য বিনামূল্যে পাওয়া যাবে। ফোন করুন 1-800-524-0149 (TTY: 711)।

သတိပြုရန်- သင် မြန်မာဘာသာစကား

ပြောဆိုပါကဘာသာစကားအကူအညီဝန်ဆောင်မှုများကိုအခမဲ့ရရှိနိုင်ပါသည်။ ခေါ်ဆိုရန် 1-800-524-0149 (TTY- 711)။

注意：如果您使用繁體中文，您可以免費獲得語言援助服務。請致電 1-800-524-0149 (TTY : 711)。

XIYYEEFFANNAA: Afaan dubbattu Oroomiffa, tajaajila gargaarsa afaanii, kanfaltiidhaan ala, ni argama. Bilbilaa 1-800-524-0149 (TTY: 711).

AANDACHT: Als u nederlands spreekt, kunt u gratis gebruikmaken van de taalkundige diensten. Bel 1-800-524-0149 (TTY: 711).

ATTENTION: Si vous parlez français, des services d'aide linguistique vous sont proposés gratuitement. Appelez le 1-800-524-0149 (ATS: 711).

ACHTUNG: Wenn Sie Deutsch sprechen, stehen Ihnen kostenlos sprachliche Hilfsdienstleistungen zur Verfügung. Rufnummer: 1-800-524-0149 (TTY: 711).

ध्यान दें: यदि आप हिन्दी बोलते हैं, तो भाषा सहायता सेवाएँ, आप के लिए निःशुल्क उपलब्ध हैं। कॉल करें 1-800-524-0149 (TTY: 711).

ATTENZIONE: In caso la lingua parlata sia l'italiano, sono disponibili servizi di assistenza linguistica gratuiti. Chiamare il numero 1-800-524-0149 (TTY: 711).

注意事項：日本語を話される場合、無料の言語支援をご利用いただけます。
1-800-524-0149 (TTY: 711) まで、お電話にてご連絡ください。

주의: 한국어를 사용하시는 경우, 언어 지원 서비스를 무료로 이용하실 수 있습니다.
1-800-524-0149 (TTY: 711) 번으로 전화해 주십시오.

ਧਿਆਨ ਦਿਓ: ਜੇ ਤੁਸੀਂ ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਬੋਲਦੇ ਹੋ, ਤਾਂ ਭਾਸ਼ਾਈ ਸਹਾਇਤਾ ਸੇਵਾਵਾਂ ਤੁਹਾਡੇ ਲਈ ਮੁਫਤ ਉਪਲਬਧ ਹਨ। ਇੱਥੇ ਕਾਲ ਕਰੋ 1-800-524-0149 (TTY: 711).

Wann du [Deutsch (Pennsylvania German / Dutch)] schwetzscht, kannscht du mitaus Koschte ebber gricke, ass dihr helft mit die englisch Schprooch. Ruf selli Nummer uff: Call 1-800-524-0149 (TTY: 711).

UWAGA: Jeżeli mówisz po polsku, możesz skorzystać z bezpłatnej pomocy językowej. Zadzwoń pod numer 1-800-524-0149 (TTY: 711).

ATENȚIE: Dacă vorbiți limba română, vă stau la dispoziție servicii de asistență lingvistică, gratuit. Sunați la 1-800-524-0149 (TTY: 711).

ВНИМАНИЕ: Если вы говорите на русском языке, то вам доступны бесплатные услуги перевода. Звоните 1-800-524-0149 (телетайп: 711).

OBAVJEŠTENJE: Ako govorite srpsko-hrvatski, usluge jezičke pomoći dostupne su vam besplatno. Nazovite 1-800-524-0149 (TTY- Telefon za osobe sa oštećenim govorom ili sluhom: 711).

ATENCIÓN: si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 1-800-524-0149 (TTY: 711).

يرجى الانتباه: إذا كنت تتحدث اللغة العربية السورية، تتوفر لك خدمات المساعدة اللغوية المجانية. يرجى الاتصال بالرقم: 1-800-524-0149 (الهاتف النصي: 711).

PAUNAWA: Kung nagsasalita ka ng Tagalog, maaari kang gumamit ng mga serbisyo ng tulong sa wika nang walang bayad. Tumawag sa 1-800-524-0149 (TTY: 711).

УВАГА! Якщо ви розмовляєте українською мовою, ви можете звернутися до безкоштовної служби мовної підтримки. Телефонуйте за номером 1-800-524-0149 (телетайп: 711).

CHÚ Ý: Nếu bạn nói Tiếng Việt, có các dịch vụ hỗ trợ ngôn ngữ miễn phí dành cho bạn. Gọi số 1-800-524-0149 (TTY: 711).

Police Department**Bill Early****7240 E. Main Street****Reynoldsburg OHIO 43068****614-322-6935 Phone****ORDINANCE REQUEST**

DATE: **November 13, 2017****TO:** **Finance Committee****RE:** ORDINANCE AUTHORIZING MAYOR TO PURCHASE TELEX
DISPATCH CONSOLE AND RELATED EQUIPMENT FOR THE
REYNOLDSBURG POLICE DEPARTMENT; APPROPRIATING
FUNDS THEREFOR AND DECLARING AN EMERGENCY.

Emergency/Suspension: Emergency**Reason For Emergency:** Immediate preservation of the public peace, health, or safety

The current console is severely outdated being over 20 years old, and it the weakest link of the Emergency Operations Center. Given that it is analog, it is not compatible with any of the new systems, specifically the new 911 hardware and software set to be installed in the beginning of November 2017. Replacement parts are extremely difficult to locate for the current Zetron console (see evaluation of current equipment drafted in email from Brian Perry of REM Communications). The current Zetron console is also not compatible with the upgraded MARCs equipment which contributes to some of our failed radio transmission issues.

Current Situation: The Reynoldsburg Division of Police is in the process of completing several upgrades which include new Records Management Software, new Computer Aided Dispatch Software, and the New 911 Next Generation System with text capability. The department also utilizes a digital MARCS radio system. The only component that was not upgraded was the current, obsolete, analog radio console in the Emergency Operations Center (formerly the dispatch center).

The current console is severely outdated being over 20 years old, and it the weakest link of the Emergency Operations Center. Given that it is analog, it is not compatible with any of the new systems, specifically the new 911 hardware and software set to be installed in the beginning of November 2017. Replacement parts are extremely difficult to locate for the current Zetron console (see evaluation of current equipment drafted in email from Brian Perry of REM

Police Department

Bill Early

7240 E. Main Street

Reynoldsburg OHIO 43068

614-322-6935 Phone

Communications). The current Zetron console is also not compatible with the upgraded MARCs equipment which contributes to some of our failed radio transmission issues.

The original plan was to request a console replacement in the 2018 budget; however, two issues have arisen that require immediate purchase of an upgraded, digital console to tie in with the new 911 system:

- The current Zetron console has been experiencing unexplained, infrequent outages. If the console ceases to function, the backup plan at this point in time is have Franklin County Sheriff dispatch for our agency until a new console can be purchased and installed. No current MOU exists between the City of Reynoldsburg and the Franklin County Sheriff's Office to facilitate dispatching for our city. Purchasing and installing a new console could take a minimum of two months since the console would not be constructed for our agency until it is actually ordered.
- Once the new 911 hardware is installed, the headset included with the new 911 system will not be compatible with the current Zetron console. Meaning, the dispatchers could use wireless headsets with the phones, but would need to manually use and monitor the radio. They would lose the capability of hands free dispatching which significantly impacts their daily functions and officer safety. For example: if a single dispatcher is covering a shift, they would not be able to monitor the radio while they are dealing with a citizen who comes to the dispatcher public window. The head set cannot be reversed to be used with the radio and not the phones as the new 911 equipment only operates with the headset.

Purchasing an upgraded digital radio console, made by Telex, will solve the above listed major issues and is compatible with the new 911 system (headset and software compatible with the SIP phones.)

I request the following actions with the 911 Replacement Project:

- Request appropriation of additional funding from the 410 CIP fund to the 911 Replacement System/Equipment-Other Equipment Project, project account

Police Department**Bill Early****7240 E. Main Street****Reynoldsburg OHIO 43068****614-322-6935 Phone**

410.000.0161.5639, in the total amount of **\$110,000**. (See attached REM quote for \$100,000 with additional funds for any unforeseen expenditures).

- Request to purchase the Telex Dispatch Consoles as described in the attached quote from REM Communications.

Pursuant to CRC Section 8.04(c) request to waive competitive bidding.



Reynoldsburg Division of Police
7240 East Main Street
Reynoldsburg, Ohio 43068
(614) 866-6622
(614) 322-6926 (fax)

5.a.a

MEMORANDUM

Date: 17 October 2017

To: Chief W. Early #93

From: LT R. Wright #90 *R Wright*

Subject: Request to Appropriate funds to Project Account 410.000.0161.5639 911 Replacement System

Current Situation: The Reynoldsburg Division of Police is in the process of completing several upgrades which include new Records Management Software, new Computer Aided Dispatch Software, and the New 911 Next Generation System with text capability. The department also utilizes a digital MARCS radio system. The only component that was not upgraded was the current, obsolete, analog radio console in the Emergency Operations Center (formerly the dispatch center).

The current console is severely outdated being over 20 years old, and it the weakest link of the Emergency Operations Center. Given that it is analog, it is not compatible with any of the new systems, specifically the new 911 hardware and software set to be installed in the beginning of November 2017. Replacement parts are extremely difficult to locate for the current Zetron console (see evaluation of current equipment drafted in email from Brian Perry of REM Communications). The current Zetron console is also not compatible with the upgraded MARCs equipment which contributes to some of our failed radio transmission issues.

The original plan was to request a console replacement in the 2018 budget; however, two issues have arisen that require immediate purchase of an upgraded, digital console to tie in with the new 911 system:

- The current Zetron console has been experiencing unexplained, infrequent outages. If the console ceases to function, the backup plan at this point in time is have Franklin County Sheriff dispatch for our agency until a new console can be purchased and installed. No current MOU exists between the City of Reynoldsburg and the Franklin County Sheriff's Office to facilitate dispatching for our city. Purchasing and installing a new console could take a minimum of two months since the console would not be constructed for our agency until it is actually ordered.
- Once the new 911 hardware is installed, the headset included with the new 911 system will not be compatible with the current Zetron console. Meaning, the dispatchers could use wireless headsets with the phones, but would need to

Attachment: 2142_001 (Request to Appropriate Funds for 911 Replacement System)

manually use and monitor the radio. They would lose the capability of hands free dispatching which significantly impacts their daily functions and officer safety. For example: if a single dispatcher is covering a shift, they would not be able to monitor the radio while they are dealing with a citizen who comes to the dispatcher public window. The head set cannot be reversed to be used with the radio and not the phones as the new 911 equipment only operates with the headset.

Purchasing an upgraded digital radio console, made by Telex, will solve the above listed major issues and is compatible with the new 911 system (headset and software compatible with the SIP phones.)

I request the following actions with the 911 Replacement Project:

- Request appropriation of additional funding from the 410 CIP fund to the 911 Replacement System/Equipment-Other Equipment Project, project account 410.000.0161.5639, in the total amount of **\$110,000**. (See attached REM quote for \$100,000 with additional funds for any unforeseen expenditures).
- Request to purchase the Telex Dispatch Consoles as described in the attached quote from REM Communications.

DATE	8/8/2017
QUOTE #	telex console
CUSTOMER ID	
VALID UNTIL	11/8/2017

Ron Wright

From: Brian Perry <bperry@remcomm.com>
Sent: Thursday, September 07, 2017 8:51 AM
To: Ron Wright
Subject: Zetron Dispatch Equipment

Categories: Red Category

Ron,

The existing dispatch console equipment that R.E.M. Communications currently maintains for Reynoldsburg Police Department is legacy equipment that has been in service for around 20 years. Parts for this type of console system are becoming difficult to acquire and may cause extended downtime for system repairs. There is limited support from the manufacture on this product line because of its age. It is our recommendation that replacement of this system be considered for current technology.

Brian Perry
614.258.9985
614.258.9986 fax
bperry@remcomm.com
www.remcomm.com



Attachment: 2142_001 (Request to Appropriate Funds for 911 Replacement System)

Ron Wright

From: Griffith, William R. (Communications) <WRGriffith@Columbus.gov>
Sent: Tuesday, October 17, 2017 12:58 PM
To: Ron Wright
Cc: 'cmcgeary@west.com'
Subject: FW: Proposed Console Solution for Reynoldsburg Police Department
Attachments: D10239-E_Rev02_Power_Station_1.0_Setup_and_Administration_Guide.pdf

Lt. Wright,

Attached is the documentation for connecting the Radio console to the Viper 911 system. There should be no issues connecting and using one headset for both. See responses below.

From: McGeary, Christopher [<mailto:CMcGeary@west.com>]
Sent: Tuesday, October 17, 2017 12:47 PM
To: Griffith, William R. (Communications)
Subject: RE: Proposed Console Solution for Reynoldsburg Police Department

Refer to page 121. This should tell the radio vendor what they need to match up with for radio interface.



Chris McGeary

Account Executive

Safety Services

814.932.9998 e cmcgeary@west.com west.com

[Facebook](#) [Blog](#) [Twitter](#) [LinkedIn](#)

we connect. we deliver.

From: Griffith, William R. (Communications) [<mailto:WRGriffith@Columbus.gov>]
Sent: Tuesday, October 17, 2017 12:26 PM
To: McGeary, Christopher <CMcGeary@regmail.west.com>
Subject: RE: Proposed Console Solution for Reynoldsburg Police Department

Sorry for the rush, but from what I recall, it not going to be an issue to connect to the new radio system.

From: McGeary, Christopher [<mailto:CMcGeary@west.com>]
Sent: Tuesday, October 17, 2017 12:10 PM
To: Griffith, William R. (Communications)
Subject: RE: Proposed Console Solution for Reynoldsburg Police Department

I'll send it to you as soon as I can get back to my computer. Working out of pocket at the moment.

From: Griffith, William R. (Communications) <WRGriffith@Columbus.gov>
Sent: Tuesday, October 17, 2017 11:05:20 AM
To: McGeary, Christopher
Subject: RE: Proposed Console Solution for Reynoldsburg Police Department

So I can find it in the A9C documentation? I just cannot find the e-mail.

Attachment: 2142_001 (Request to Appropriate Funds for 911 Replacement System)

From: McGeary, Christopher [<mailto:CMcGeary@west.com>]
Sent: Tuesday, October 17, 2017 12:04 PM
To: Griffith, William R. (Communications)
Subject: RE: Proposed Console Solution for Reynoldsburg Police Department

Yes it's not a problem. I had sent you the A9C documentation last time we discussed it showing the pinout that the radio vendor has to match up with for the headset integration.

From: Griffith, William R. (Communications) <WRGriffith@Columbus.gov>
Sent: Tuesday, October 17, 2017 10:54:47 AM
To: McGeary, Christopher
Subject: FW: Proposed Console Solution for Reynoldsburg Police Department

Chris,
 Did you send me conformation if the Viper will interface on the below radio system. I know we discussed this and Reynoldsburg needs answers today, the earlier the better.

From: Griffith, William R. (Communications)
Sent: Thursday, August 03, 2017 1:09 PM
To: 'cmcgeary@west.com'
Subject: FW: Proposed Console Solution for Reynoldsburg Police Department

Chris,
 Attached is documentation on the radio console that Reynoldsburg will be getting. Can you verify that the integration of the headset will be compatible?

From: Brian Perry [<mailto:bperry@remcomm.com>]
Sent: Thursday, August 03, 2017 12:25 PM
To: Griffith, William R. (Communications)
Subject: Proposed Console Solution for Reynoldsburg Police Department

William,

Here is some documentation on the console that we will be proposing for RPD. The Telex C-Soft is a software based IP console. We will be using the audio interface ADHB4 for the headsets. Please let me know if you will need any additional documentation.

Thanks,

Brian Perry
 614.258.9985
 614.258.9986 fax
bperry@remcomm.com
www.remcomm.com



Attachment: 2142_001 (Request to Appropriate Funds for 911 Replacement System)

OFFICE OF THE MAYOR**Brad McCloud****7232 EAST MAIN STREET****REYNOLDSBURG, OHIO 43068****(614) 322-6809 phone****(614) 322-6866 fax****MEMORANDUM**

DATE: November 7, 2017**TO:** City Council**RE:** Follow up to Councilman Clemens

As a follow up to Councilman Clemens question regarding additional quotes on the main radio console equipment for the Police Department, we reached out to another vendor, and the quote provided came in quite a bit higher than the one presented.

This is why we requested the vendor R.E.M. Communications, Inc. be added to the Waive Competitive Bidding list that City Council approved with Ordinance 44-17 (see attached).

ORDINANCE NO. 44-17PASSED: May 8, 2017

ORDINANCE TO AMEND ORDINANCE 94-12 PASSED DECEMBER 17, 2012 THAT WAIVES COMPETITIVE BIDDING FOR VARIOUS EXEMPTED CONTRACTS AND EXPENDITURES OVER \$10,000.

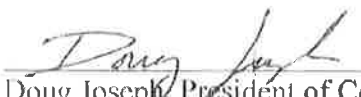
BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, OHIO:

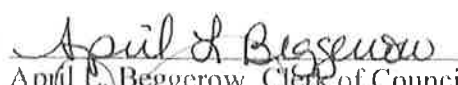
SECTION 1. That Council does hereby waive competitive bidding for the following vendors:

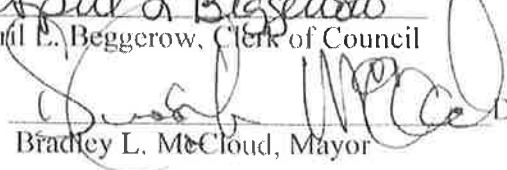
Schonhardt and Associates	Sprint/Embarq Communications
Franklin County Public Health	Sunoco
Limbach Controls Group	Xerox
Columbia Gas of Ohio	SBC/AT&T
Sensus	Bob McDorman Chevrolet
Verizon Wireless	Dave Gill Pontiac
Pace Analytical Services, Inc.	Taylor Chevrolet
Ricart Mega Mall	Viper Protection Services
Statewide Ford	<u>American Mechanical Group</u>
Honda East	<u>Franklin County (all agencies)</u>
Pyrotecnico	<u>Fairfield County (all agencies)</u>
<u>Accela</u>	<u>Licking County (all agencies)</u>
<u>Speedway</u>	<u>State of Ohio (all agencies)</u>
<u>REM Communications</u>	<u>American Legal Publishing</u>
<u>Kirch Group Technologies</u>	<u>Silco Fire & Security</u>
<u>Jeffrey R. Bing Cement</u>	<u>MP Dory</u>
<u>Franklin Soil & Water</u>	<u>Hapco Aluminum</u>
<u>HD Supply Waterworks LTD</u>	<u>New World Systems</u>
<u>Willis of Ohio</u>	

SECTION 2. That Ordinance No. 94-12 passed December 17, 2012 be and is hereby amended and replaced.

SECTION 3. That upon adoption by Council this ordinance shall be in effect thirty days following signature by the Mayor.


Doug Joseph, President of Council

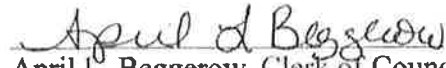
ATTEST: 
April L. Beggerow, Clerk of Council

APPROVED:  DATE 5/9/17
Bradley L. McCloud, Mayor

Attachment: 2017-11-09 Memo regarding REM (Request to Appropriate Funds for 911 Replacement System)

CERTIFICATE

I, April L. Beggerow, Clerk of Council, City of Reynoldsburg, Ohio do hereby certify the foregoing to be a true and correct copy of Ordinance No. 44-17 as passed by Council of said City on the 8th day of May, 2017 and as recorded in the Record of Proceedings of said Council.


April L. Beggerow, Clerk of Council

Filed with Mayor: 5/9/17

Published: _____

Mayor's Office
Brad McCloud
7232 E. Main Street
Reynoldsburg OHIO 43068
Phone

ORDINANCE REQUEST

DATE: November 13, 2017

TO: Finance Committee

RE: ORDINANCE TO AUTHORIZE THE MAYOR TO ENTER INTO A SHORT TERM LEASE AGREEMENT WITH TAYLOR SQUARE OWNER, LLC., FOR STOREROOM B-12 LOCATED AT 7639 FARMSBURY ROAD; AND DECLARING AN EMERGENCY.

Reason For Emergency: Immediate preservation of the public peace, health, or safety

This is deemed to be an emergency measure necessary for the immediate preservation of public, peace, health or safety and further to keep the sub station location at Taylor Square operating.

Authorizing the Mayor to enter into a Short term lease agreement with Taylor Square Owner, LLC., 250 Civic Center Drive, Suite 500, Columbus Ohio 43215 for Storeroom B-12 located at 7639 Farmsbury Rd, Reynoldsburg OH 43068. (See attached)

I

SHORT TERM LEASE AGREEMENT

This Short Term Lease Agreement ("Lease") is made to be effective as of this ____ day of ____ 2017 (the "Effective Date") by and between Landlord and Tenant upon the terms and conditions hereinafter set forth.

In consideration of the mutual covenants hereinafter set forth, Landlord and Tenant agree as follows, effective as of the Effective Date:

SECTION 1. Parties; Notice Addresses.

Landlord: TAYLOR SQUARE OWNER, LLC, a (n) Delaware limited liability company

Landlord's Address for Notice:
TAYLOR SQUARE OWNER, LLC
250 Civic Center Drive, Suite 500
Columbus, Ohio 43215

Landlord's Address for Payments:
c/o Casto
P. O. Box 1450
Columbus, Ohio 43216

Landlord's Phone: (614) 227-3476

Tenant: CITY of REYNOLDSBURG, a (n) OHIO MUNICIPAL CORPORATION

Tenant's Trade Name: REYNOLDSBURG POLICE DEPARTMENT

Tenant's Address for Notice:
City of Reynoldsburg Police Department
7240 E. Main Street
Reynoldsburg, OH 43068

Tenant's Phone: (614) 866-6375

Tenant's Tax ID or SSN: _____

SECTION 2. Shopping Center; Premises; Grant.

Shopping Center: The Taylor Square Shopping Center ("Shopping Center"), located in the City of Reynoldsburg, and State of Ohio, as outlined on Exhibit A attached hereto and incorporated herein by this reference.

Premises: Storeroom Number B-12, in the Shopping Center, having an address of 7639 Farmsbury Road, Reynoldsburg, OH ("Premises") as identified on Exhibit A.

Grant: Landlord, in consideration of the Rents and the performance of the covenants and agreements hereinafter set forth to be paid and performed by Tenant, hereby leases to Tenant, for the Term, and Tenant hereby accepts from Landlord, the Premises.

SECTION 3. Permitted Use. Tenant shall use the Premises on a short term basis for the following use: Reynoldsburg Police Substation (the "Permitted Use"). Tenant shall use the Premises solely for the Permitted Use and for no other purpose unless agreed to in writing by Landlord. The conduct of the Permitted Use is subject to all applicable laws, rules, codes and orders; any existing exclusive use rights granted to other occupants of the Shopping Center; and any restrictions and/or encumbrances applicable to the Shopping Center.

I

SECTION 4. Term. The term of the Lease granted hereby shall commence on November 1, 2017 and, unless earlier terminated pursuant to the terms and conditions of this Lease, shall expire on October 31, 2018 (the "Term"). As used herein, "Term" shall include any extensions granted by Landlord and any periods of holding over in the Premises by Tenant, regardless as to whether such period of holding over is consented to by Landlord.

All of the foregoing to the contrary notwithstanding, the parties agree and acknowledge that this is a short-term lease and as such, Landlord shall have the option to terminate this Lease sixty (60) days' prior to expiration of this agreement with written notice to Tenant or, at Landlord's option, Landlord may relocate Tenant to other space within the Shopping Center after expiration of the current lease agreement.

SECTION 5. Minimum Rent; Percentage Rent; Additional Charges; Payment.

Minimum Rent: Tenant shall pay Landlord an amount equal to \$ 600.00 per Month of the Term (the "Minimum Rent"). The Minimum Rent shall be paid to Landlord at the Landlord's Address for Payment set forth above in Section 1, on the 1st day of each Month during the Term.

Percentage Rent: In addition to the Minimum Rent, Tenant shall pay Landlord an amount equal to 0 percent (0 %) of all Tenant's monthly gross sales made from the Premises in excess of \$ 0. Percentage Rent, if any, shall be due and payable on or before the 10th day of the month following the month to which such Percentage Rent payments are attributable.

For the purpose verifying amounts due as Percentage Rent hereunder, Tenant agrees to record and report to Landlord its gross sales made at or from the Premises. Gross sales shall be reported on Monday of each week of the Term and, if provided by Landlord, shall be reported on Landlord's standard form. Landlord shall have the right to audit Tenant's gross sales and records pertaining thereto. Tenant shall pay a late charge of N/A per day for each day Tenant is delinquent in submitting its statement of gross sales to Landlord.

Additional Charges: The following Additional Charges are due and payable on or before the commencement of the Term.

Common area maintenance: \$ 0
 Real estate taxes: \$ 0
 Landlord's insurance: \$ 0
 Utilities: \$ 0

Payment: All fees and payments made to Landlord hereunder shall be payable in immediately available funds.

SECTION 6. Security Deposit. Tenant shall, on or before the commencement of the Term, deliver to Landlord an amount equal to \$ 0 (the "Security Deposit"). Landlord shall retain the Security Deposit as security for the performance of all Tenant's duties and obligations hereunder. The Security Deposit, less any amounts retained by Landlord to pay for any costs, expenses or damages incurred by Landlord in connection with Tenant's failure to abide by the terms of this Lease, shall be refunded to Tenant approximately thirty (30) days following the expiration of the Term, provided Tenant is not in default under any of the terms of this Lease.

SECTION 7. Late Payments and Returned Checks. *Intentionally deleted*

SECTION 8. Tenant's Operations. Tenant acknowledges that Landlord has made no representations, warranties or guarantees regarding the success or failure of Tenant's business or operations or with respect to projected or anticipated gross sales or profits from Tenant's business at the Premises. Tenant further acknowledges that Landlord has made no representations concerning the possibility of the extension or renewal of the Term beyond the Term specified in the first sentence of Section 4 hereof. Tenant acknowledges and agrees that none of its merchandise, equipment, displays or other items will be placed in any area outside the Premises. Tenant agrees to adhere to Landlord's rules, regulations and policies for the Shopping Center, as set forth in Exhibit B, attached hereto and incorporated herein by this reference, and which are subject to change, revision and modification at any time. Tenant agrees to comply with all laws applicable to the Premises. Tenant shall not cause or permit any hazardous materials to be brought upon, stored, kept, used, or discharged on or about the Premises or Shopping

Center. The consumption or sale of alcoholic beverages on or from the Premises shall not be permitted. Tenant shall pay, or reimburse Landlord for all utility charges and services used at the Premises, less any prepaid amount for utilities as set forth in Section 5.

SECTION 9. Signage. All signs placed on the exterior of the Premises or otherwise visible from the common areas of the Shopping Center must comply with all applicable laws, rules and codes; must be professionally prepared; and are subject to Landlord's prior written approval.

SECTION 10. Permits. If there are any licenses, authorizations, permits or approval required by any governmental agency or authority in connection with Tenant's occupancy and use of the Premises, Tenant shall obtain such permits or approvals at Tenant's sole cost and expense.

SECTION 11. Maintenance. Tenant shall maintain, at its sole cost and expense, the Premises and all of Tenant's property and improvements located thereon in good, clean and safe condition and make all necessary replacements and repairs to the Premises. Tenant shall not commence any structural repairs or access or penetrate the roof of the Premises without Landlord's prior written approval which approval may be withheld in Landlord's sole discretion.

SECTION 12. Insurance. The Landlord accepts the certificate of coverage provided from and after the date Tenant first occupies the Premises and continuing throughout the Term, Tenant shall maintain in full force and effect commercial general liability insurance written on form version CG 0001 10 04 or later (including contractual liability coverage) covering the Premises and Tenant's use of the Premises and operations within the Shopping Center, with Landlord named as an additional insured, in companies and in a form reasonably satisfactory to Landlord in which the limits with respect to personal liability and property damage shall be not less than Three Million Dollars (\$3,000,000) per occurrence on a location basis. Tenant shall also maintain Comprehensive Automobile Liability Insurance, including the ownership, maintenance and operation of any automotive equipment owned, hired, and non-owned in the following minimum amounts with a limit of not less than Three Million Dollars (\$3,000,000) combined single limit for bodily injury and property damage. Such insurance policies shall be issued by an insurance company licensed to do business in the State where the Premises is located and written with the Tenant and its designees as the named insureds. Tenant shall deliver to Landlord certificates of insurance evidencing such insurance prior to the date Tenant first occupies the Premises.

Such insurance may not be canceled, materially modified or non-renewed, except upon reasonable notice to the Landlord. The minimum limit of the insurance coverage to be maintained by Tenant hereunder shall not limit Tenant's liability under this Lease.

Tenant shall at all times carry such worker's compensation and any other insurance necessary to comply with the laws and regulations of the State in which the Premises is located. Tenant acknowledges that any and all injuries or claimed injuries sustained by Tenant's employees shall be regarded as a worker's compensation matter and Tenant shall indemnify, defend and hold Landlord harmless from any and all claims and liabilities stemming therefrom.

SECTION 13. Indemnity. To the extent permitted by Ohio, unless Landlord is negligent, Tenant shall indemnify, hold harmless, and defend Landlord from and against any and all claims, actions, damages, liability, and expenses, including but not limited to, attorney fees and other costs and professional fees in connection with the loss of life, personal injury and/or damage to property arising from or out of the occupancy or use of the Premises or any part thereof, or any other part of the Shopping Center occasioned wholly or in part by any act or omission of Tenant, its officers, agents, contractors, customers, employees, licensees or invitees unless. Landlord waives its rights to subrogation for losses arising from claims covered by Landlord's property insurance. Neither party, under no circumstances shall be entitled to recover any consequential, incidental, exemplary, special and or punitive damages from the other party to this agreement, including, without limitation, loss of income, business or profits.

SECTION 14. Assignment and Subletting. Tenant shall not sell, assign, mortgage, pledge or transfer this Lease or any interest in the Premises created hereby and shall not sublet all or any part of the Premises, nor license concessions or departments therein, without Landlord's prior written approval, which may be withheld at Landlord's sole and absolute discretion.

SECTION 15. Damage. Tenant is liable for all damage to the Shopping Center (including the Premises) caused by the act or omission of Tenant or the breach of this Lease and shall reimburse Landlord for the cost of any repairs to the Shopping Center (including the Premises) necessitated as the result of, caused by, or arising out any act or omission of Tenant, including, without limitation, as the result of the installation or removal of personal property, fixtures or equipment in or from the Premises. Tenant shall make no alterations to the Premises. No stakes may be driven into the asphalt of the parking area.

SECTION 16. Surrender. Tenant shall, on or before the expiration or earlier termination of the Term: (a) remove all of its merchandise, personal property, fixtures and equipment from the Premises; (b) repair any damage to the Premises caused by Tenant or occurring during the Term such that the Premises is surrendered to Landlord in as good or better condition as when delivered to Tenant on the commencement of the Term, normal wear and tear excepted; (c) deliver all keys, combinations and any security codes to Landlord; and (d) surrender the Premises to Landlord in broom clean condition. Personal property of Tenant not removed within two (2) days of the expiration or earlier termination of the Term shall be deemed abandoned and shall become the property of Landlord, at Landlord's option, without liability to Tenant therefor. This Section 16 shall survive termination of this Lease.

SECTION 17. Exculpation. There shall be no personal liability on the part of any individual who is Landlord, or any shareholder, member, partner, or officer of Landlord, with respect to this Lease. If a court of competent jurisdiction determines a breach of this Lease by Landlord has occurred and awards damages to Tenant in relation thereto, Tenant shall look solely to Landlord's equity in the Shopping Center for the satisfaction of such award.

SECTION 18. Terms of Lease. This Lease contains all of the covenants, promises, agreements, conditions, and understandings between Landlord and Tenant. There are no other agreements, either oral or written, between the parties other than those set forth in this Lease.

SECTION 19. Additional Terms and Conditions:

Venue, Choice of Law. The parties agree that in any action on or relating to the lease, the exclusive jurisdiction and venue are hereby vested in the Franklin County Court of Common Pleas, Franklin County, Columbus, Ohio and all contract terms shall be governed by Ohio Law.

SECTION 20. Severability: If any city provision of the lease is held to be illegal, invalid or otherwise unenforceable, then the same shall not affect other terms or provisions of this lease and such terms or provisions shall be deemed modified to the extent necessary to render such terms or provision enforceable and the rights and obligations of the parties shall be construed and enforced accordingly, preserving to the fullest extent the intent and agreements of the parties set forth therein.

WHEREFOR, Landlord and Tenant have caused this Lease to be signed, in counterparts, upon the Effective Date above written.

LANDLORD:

TAYLOR SQUARE OWNER, LLC
a (n) Delaware limited liability company

By: _____

Print Name: Bruce Engelhardt

Title: Property Manager/Agent for Owner

TENANT:

City of Reynoldsburg,

Mayor: _____

Print Name: _____

Title: _____

Approved as to form

James E. Hood
City Attorney

Attachment: Short Term Lease Agreement (Short Term Lease Agreement - Taylor Square)

EXHIBIT A

SITE PLAN

EXHIBIT B**RULES AND REGULATIONS**

Tenant shall comply with the following rules and regulations which have been promulgated by Landlord as of the Effective Date. Landlord reserves the right to amend, alter or revise the rules and regulations from time to time and Tenant shall comply with all such rules and regulations as amended, altered or revised.

1. Tenant shall not construct or erect any exterior sign or awning or flag on or about the Premises or any sign within the Premises which is visible from outside the Premises without first obtaining the written consent of Landlord. All signs shall comply with all governmental requirements. Temporary signs, banners, and inflatable devices are prohibited without prior written authorization from Landlord and any required governmental permits. Neon type signs or lighting may not be displayed in the storefront without Landlord's prior written consent.
2. Tenant shall not place any objects against any glass windows or doors.
3. Tenant shall not place any aerial or satellite dish or radio or television antenna, loudspeakers or any other device on the roof or elsewhere in the Shopping Center outside the Premises without the express written consent of Landlord.
4. No blinds, shades and other similar equipment visible from outside of the Premises shall be installed by Tenant without the prior written approval of Landlord.
5. Tenant shall not use any media, such as loudspeakers, phonographs, radio or television in a manner which can be heard or seen outside of the Premises.
6. Tenant shall not use any space in the Premises for living quarters, whether temporary or permanent, or for any illegal or immoral purpose.
7. Tenant shall not keep inflammables, such as gasoline, kerosene, naphtha and benzene, or hazardous materials, explosives or any other articles of any intrinsically dangerous nature in or on the Premises.
8. Tenant shall store all trash and garbage in the Premises or in dumpsters which shall be placed in locations designated by Landlord and Tenant shall arrange and pay for the regular pickup of the same. Sealed bags shall be used for the disposal of loose trash and debris. Cardboard shall be flattened prior to being deposited in dumpsters.
9. Tenant shall not conduct any distress, auction, fire, bankruptcy, "lost lease," going out of business or similar sales in or about the Premises. If Tenant violates this provision, in addition to all the other remedies provided in this Lease, Tenant shall pay a Fifty Dollar (\$50) per day penalty which if not paid promptly shall be collectible as Rent.
10. All trucks, vans and other vehicles larger than a 3/4 ton pick-up truck shall use the rear entrance to the Shopping Center and park at the rear of the Shopping Center and no such vehicle shall be permitted on the front parking lot. All loading and unloading of goods, equipment and other materials shall be done only at such times, in the areas and through the rear entrances designated for such purpose by Landlord.
11. Tenant shall have full responsibility for protecting the Premises and the property located therein from theft and robbery, and shall keep all doors, windows and transoms securely fastened when not in use.

12. Tenant shall keep the Premises free and clear from rodents, bugs, vermin and will at its sole cost and expense use exterminating services when necessary or when so requested by Landlord.
13. Tenant shall not place or permit any personal property, obstructions, merchandise or machines of any kind in the common areas except as otherwise specifically permitted in this Lease.
14. If the Premises is used as a restaurant or if food or beverages of any type are ever sold at the Premises: (a) trash and garbage from restaurant activities shall be disposed of in covered receptacles that are stored in a screened area which is maintained in a clean and sanitary condition, (b) odor and moisture from any restaurant shall be adequately exhausted so that odor and moisture do not emanate from the Premises in an objectionable manner, and (c) grease and other waste products from the restaurant shall be disposed of so as to avoid any clogging or interference with Building utility systems and insure that leakage from any restaurant does not emanate from the Premises. Restaurant tenants shall be responsible for the cost of regular maintenance and cleaning of the grease traps and exhaust hoods including related ductwork servicing their Premises.
15. The Premises shall be adequately insulated so that noise and vibration from any activities do not emanate from the Premises.
16. Where they exist, interior Common Area corridors may not be used for the storage of any items whatsoever, including trash, fixtures and equipment, or merchandise. Smoking shall not be permitted in any interior Common Area corridors. Tenant shall enforce this non-smoking policy with its employees and invitees. Any Tenant found to be in violation of this policy will be assessed a One Hundred Fifty Dollar (\$150) fine per violation.
17. All loading and unloading of goods shall be done at such time, in the areas, and through the entrances designated for such purposes by Landlord. Tenant's rear entrance must be utilized for deliveries during business hours, as designated by Landlord. Front door deliveries require prior written authorization by Landlord, and are to occur only during non-business hours. Landlord reserves the right to deny authorization for front door deliveries.
18. Tenant is solely responsible for the upkeep and maintenance of its storefront and rear entrance door(s) unless otherwise indicated in the Lease. Tenant shall have the storefront windows and all doors cleaned on a regular basis. Neither the interior nor the exterior of any window may be coated or otherwise screened without prior written consent of Landlord. Exterior window glass panels may not be replaced with other materials, such as sheet metal, plywood or masonry media.
19. Except as otherwise provided in the Lease, Tenant shall not remodel or otherwise modify the exterior or interior of the Premises without the prior written approval of Landlord. Landlord shall not consider requests for its approval until Tenant has submitted to Landlord complete plans and specifications of the proposed work.
20. Tenant and its employees or agents shall park their vehicles only in the locations designated by Landlord as employee parking areas. Said areas may be changed by Landlord from time to time with written notice to Tenant, to allow for convenient parking by customers. Vehicles parked in fire lanes and loading zones may be ticketed by law enforcement and/or towed by Landlord at visitor's sole expense and liability. Tenant, including its employees or agents, shall not display "for sale" signs on any vehicles under its control while parked in the common area of the Shopping Center.
21. Tenant shall keep the Premises at a temperature sufficiently high to prevent freezing of water in pipes and fixtures. Tenant shall maintain the storeroom's HVAC equipment to continuously provide comfortable temperatures in the range of 68 to 76 degrees. Exterior doors are not to be propped open for ventilation purposes.

22. Plumbing facilities will not be used for any purpose other than that for which they are constructed. No foreign substance of any kind shall be deposited therein. The expense of any breakage, stoppage, or damages resulting from a violation of this rule shall be borne by Tenant.
23. Tenant shall use and maintain the Premises in accordance of standards of a first-class Shopping Center. Tenant shall not create odors that may be offensive to others, including tenants, their officers, employees, agents, servants, customers or invitees. Nothing shall be done in the Premises which will injure the reputation of the Shopping Center or unreasonably annoy any of the other tenants of the Shopping Center or constitute a nuisance.
24. No handbills or other printed matter may be distributed by Tenant in any common area including the parking lots. Tenant shall cooperate and report activities of this nature by other tenants or third parties to Landlord to prevent same.
25. No pay phones, game machines, video games, pool tables, recreation equipment or the like may be used within the Premises without Landlord's prior written consent.
26. Tenant shall permit no act or practice which may tend to injure the Premises and the appurtenances of the Shopping Center or any other equipment or display located thereon or be a nuisance to other tenants.
27. Tenant shall comply with all further rules and regulations for the use and occupancy of the Shopping Center as Landlord in its reasonable business discretion, from time to time promulgates for the best interests of the Shopping Center. Landlord shall have no liability for violation by any other tenants of the Shopping Center of any rules or regulations nor shall such violation or the waiver thereof excuse Tenant from compliance.
28. Wherever a conflict arises between these rules and regulations and the main body of the Lease, the Lease shall take precedence.

Service Department**Bill Sampson****7232 E. Main Street****Reynoldsburg OH 43068****614-322-6884 Phone****ORDINANCE REQUEST**

DATE: November 13, 2017**TO: Finance Committee****RE:** ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT WITH EMH&T FOR THE ENGINEERING, PLANS, AND PREPARE BID DOCUMENTS FOR THE 2018 STREET PROGRAM, APPROPRIATING FUNDS THEREFORE, AND DECLARING AN EMERGENCY.

Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

Statement of necessity: WOULD LIKE PASSAGE AFTER THE SECOND READING. THIS WILL ALLOW ENGINEERING TO BE DONE AND GO OUT TO BID AT THE SAME TIME AS THE BALDWIN ROAD PROJECT.

EMH&T will provide survey, engineering design and assistance with bidding for the 2018 Street Maintenance Program. The proposal and estimated probable construction cost is attached.

Requesting \$92,418.00 from unappropriated Capital Projects fund (410) and appropriated to is 410.000.0163.5659 Misc. Infrastructure.

October 9, 2017

Mr. William J. Sampson
Director of Public Service
City of Reynoldsburg
7232 East Main Street
Reynoldsburg, OH 43068

**Subject: 2018 Reynoldsburg Street Maintenance Program
Proposal for Engineering and Bidding Services**

Dear Mr. Sampson:

EMH&T is pleased to submit our proposal for engineering and bidding services for the City's upcoming Street Maintenance Program. The 2018 Street Maintenance Program will include detailed evaluation, cost estimates, program exhibits, specifications, and bidding services for the street segments that have been identified by the City.

Based on our previous discussions with the Service Department Staff, we anticipate including the following items in the 2018 Program:

- Rodebaugh Road "S" Curve – Widening and Overlay
- East Main Street Crosswalk / Median Improvement
- Resurfacing Projects: Furth Drive, Halverton Drive, Glenford Court, Lockmere Court, Crosswick Court, French Drive, Epworth Avenue, Radekin Road - West of Brice, Astor Drive - West of Brice, Jackson Street, Foxchase Road, and Dean Court
- Park Improvements
 - Civic Park Lot – Pavement and Storm Sewer Improvements
 - Huber Park Lot Resurfacing

The anticipated total cost for these improvements is 2,421,000 (see attached estimate).

SCOPE OF SERVICES

The Scope of Services for this improvement will be broken up into the following two parts:

1. Topographic Survey – Topographic survey will be obtained for the proposed improvements on Rodebaugh Road and Civic Park only. It is anticipated that all of the other improvements will be characterized for bidding using GIS exhibits, standard drawings, and detailed specifications. Survey is necessary for the Rodebaugh improvements and for the proposed storm sewer improvements at the Civic Park parking lot.
 - a. Establish right-of-way and horizontal and vertical control for the basis of Design. EMH&T will perform topographic survey necessary for the Roadway Improvements at Rodebaugh Road. Existing features such as existing roadway, embankments, storm sewers, private landscaping, and any other features which may impact design will be obtained.
 - b. Perform topographic survey along the access road and parking lot at Civic Park, which will be necessary to design the proposed storm sewer and drainage improvements in the park.

2. Rodebaugh Road Plans

- a. Prepare roadway improvement plans for the widening and overlay of Rodebaugh Road at the “S” curve.
- b. Prepare base map and model existing utilities.
- c. Plans will consist of the following:
 - i. Title sheet
 - ii. General notes, details, and estimate of quantities
 - iii. Typical section and pavement section
 - iv. Roadway plan and profiles
 - v. Roadway Cross-sections
 - vi. Storm sewer and/or roadside grading details
 - vii. Maintenance of traffic details
 - viii. Sedimentation and erosion control details
- d. Following the preparation of preliminary plans and details, EMH&T will submit plans to and coordinate with project stakeholders (Franklin Co. Engineer, Truro Township).
- e. Submit plans to utility companies for review and coordination.

3. Street Resurfacing Program

- a. Conduct kick-off and progress meetings with the City throughout the design phase.
- b. Perform physical evaluation of each street segment using ODOT Pavement Condition Rating standards for Local Streets.
- c. Gather necessary field data and measurements to create an estimate of quantities and cost estimate for each street.
- d. Assess the curb ramps on candidate streets for ADA compliance and evaluate the costs associated with curb ramp replacement.
- e. Perform pavement cores on candidate streets to assess their current thickness and condition (subconsultant service, DHDC, Inc.).
- f. Prepare engineering quantity and cost estimates for the City’s review and approval.
- g. Develop street program exhibits for bidding purposes.
- h. Prepare detailed construction specifications.

4. Park Improvements

- a. Civic Park Parking Lot Improvements.
 - i. Develop base map and model existing utilities.
 - ii. Prepare resurfacing and spot full depth repair details for the parking lot and access drive pavement.
 - iii. Develop storm sewer tributary area map and storm sewer design computations using the rational method.

- iv. Prepare storm sewer plan and profile sheets and define proposed ditch re-grading
- b. Huber Park Parking Lot improvements
 - i. Prepare resurfacing and spot full depth repair plans and details for the existing parking lot
 - ii. Evaluate curb and sidewalk condition and develop recommendations for improvements.
- 5. Bidding Services
 - a. Prepare 15 sets of bidding documents and publish the notice to contractors
 - b. Respond to any requests for information from bidders during the bidding process
 - c. Attend bid opening
 - d. Prepare bid tab, award recommendation and conformed copies of the contract documents

EXCLUSIONS:

- 1. Topographic survey and detailed construction plans with the exception of the Rodebaugh and Civic Park Improvements. The street program will be characterized and bid using GIS exhibits with an aerial photo background.
- 2. Subsurface evaluations besides the pavement thickness cores.
- 3. Construction phase services. A follow-on proposal for construction administration and on-site representation will be prepared and submitted to the City following bidding.

SCHEDULE

We are prepared to begin work identified in this proposal immediately upon receipt of Authorization to Proceed from the City of Reynoldsburg. Assuming authorization is granted in November of 2016, we anticipate that the project can be bid in February or March of 2017.

FEE

These services will be provided as per the conditions of our Professional Services Agreement and the associated Time Rates for the City. Fees for the work described within the Scope of Services shall not exceed the amount shown in the Fee Summary table, below, without prior authorization from the City. Invoices will be submitted monthly and based on the progress of the work and are payable upon receipt.

EMH&T SERVICES FEE SUMMARY

Description of Service/Task	Fee
Part 1 (Engineering Services)	
1. Topographic Survey	\$10,112.00
2. Rodebaugh Road	\$20,597.00
3. Resurfacing Program	\$32,808.00
4. Park Improvements	\$24,986.00
5. Bidding Services	\$3,915.00
PROJECT TOTAL FEE	\$92,418.00

If this description and estimated fee meet with your approval, please authorize with your signature below. If you should have any questions regarding this proposal, please do not hesitate to contact me at (614) 775-4555.

Respectfully submitted,



Ryan M. Andrews, PE

cc: Keith Kundtz, Street Superintendent

Acceptance and Authorization to Proceed:

Authorized Signature/Date

PO Number/Date

Print Name

**2018 Street Maintenance Projects
Preliminary Budget Estimate
5-Oct-17**

Street Name	Description of Improvement	Approx. Cost
<i>Street Maintenance Projects</i>		
Rodebaugh Road "S" Curve	Minor Widening and Overlay on Rodebaugh Road at the "S" Curve	\$ 65,000
East Main Street	Cross-walk, Median, and Curb Ramps at Lancaster (S.) Intersection	\$ 25,000
Furth Drive	Resurface with Spot Full Depth Repair and Continuous Curb Replacement	\$ 223,000
Halverton Drive	Resurface with Spot Full Depth Repair and Spot Curb Replacement	\$ 149,000
Glenford Court	Resurface with Spot Full Depth Repair and Spot Curb Replacement	\$ 41,000
Lockmere Court	Resurface with Spot Full Depth Repair and Spot Curb Replacement	\$ 39,000
Crosswick Court	Resurface with Spot Full Depth Repair and Spot Curb Replacement	\$ 74,000
French Drive	Resurface with Spot Full Depth Repair	\$ 99,000
Epworth Avenue	Resurface with Spot Full Depth Repair	\$ 149,000
Radekin Road, west of Brice Road	Full Depth Reclamation	\$ 188,000
Astor Drive	Full Depth Replacement	\$ 28,000
Jackson Street	Resurface with Spot Full Depth Repair and Spot Curb Replacement	\$ 481,000
Foxchase Road	Reconstruct and Spot Curb Replacement	\$ 175,000
Dean Court	Reconstruct and Spot Curb Replacement	\$ 55,000
<i>Park Projects</i>		
Civic Parking Lot	Resurface Parking Lot and Add Storm Sewer to Improve Drainage	\$ 340,000
Huber Parking Lot	Resurface Parking Lot	\$ 290,000
TOTAL		\$ 2,421,000

City Council**Chris Long****7232 E. Main Street****Reynoldsburg OH 43068****Phone****ORDINANCE REQUEST**

DATE: November 13, 2017**TO: Finance Committee****RE: ORDINANCE AUTHORIZING THE PURCHASE AND
INSTALLATION FOR A RECTANGULAR RAPID FLASH
BEACON, CONCRETE SIDEWALK PANEL REPAIR AND
RESTRIPING; APPROPRIATING FUNDS THEREFORE; AND
DECLARING AN EMERGENCY.**

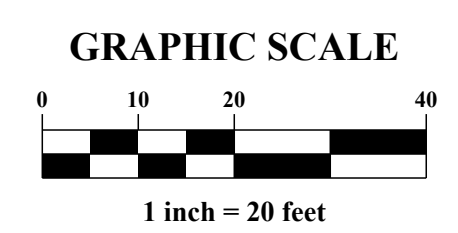
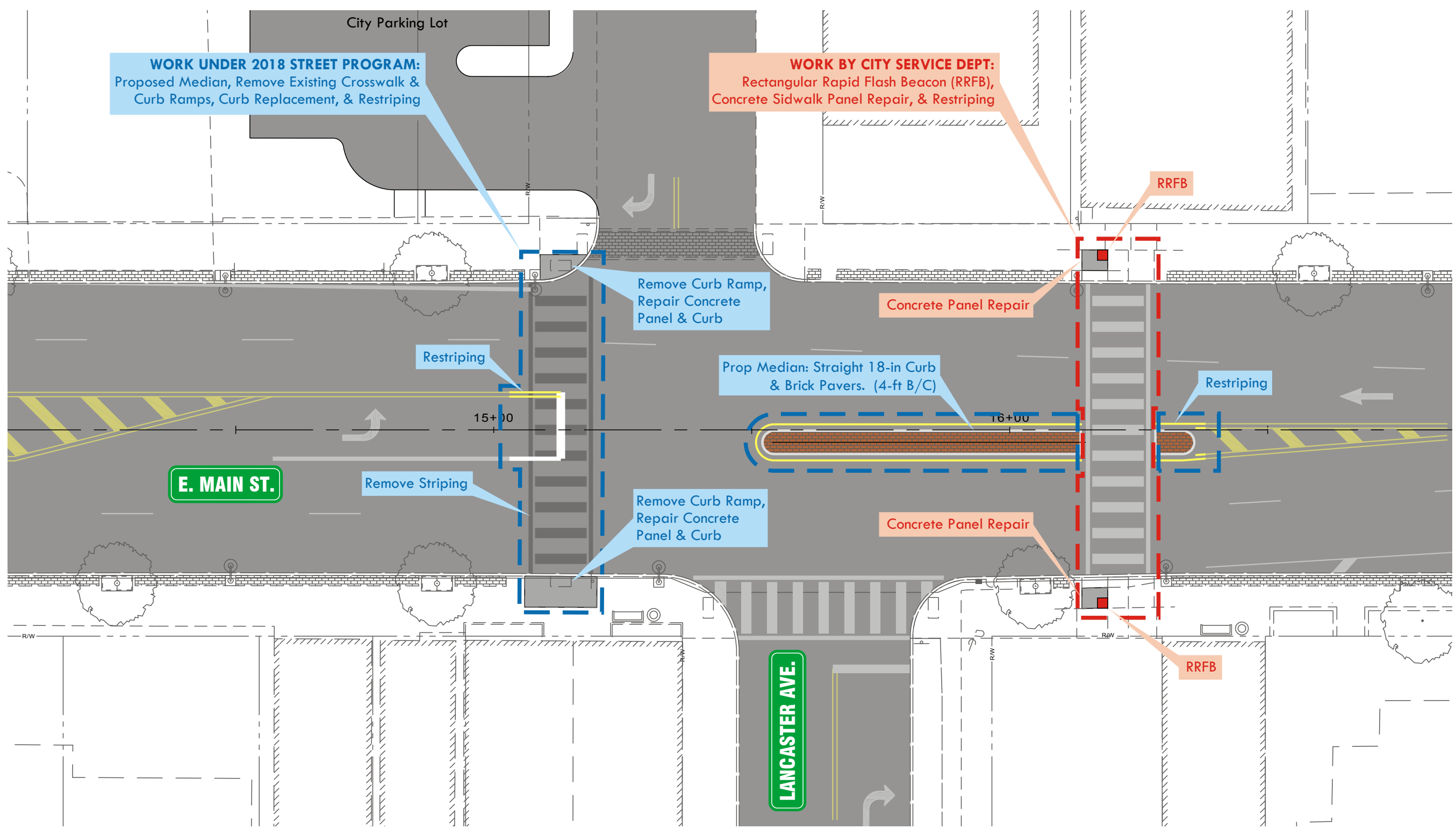
Emergency/Suspension: Emergency

Reason For Emergency: Immediate preservation of the public peace, health, or safety

Statement of necessity: To purchase and install the unit in the Fall 2017.

The estimated probable construction cost is attached.

Requesting \$21,000.00 from unappropriated Capital Projects fund (410) and appropriated to
is 410.000.0163.5659 Misc. Infrastructure.



EMH&T
Evans, Mechwart, Hambleton & Tilton, Inc.
Engineers • Surveyors • Planners • Scientists
5500 New Albany Road, Columbus, OH 43054
Phone: 614.775.4500 Toll Free: 888.775.3648
emht.com

CITY OF REYNOLDSBURG, OHIO
CROSSWALK IMPROVEMENT EXHIBIT
FOR
E. MAIN STREET & LANCASTER AVENUE
INTERSECTION
EXHIBIT No. 1

DATE: October 6, 2017
SCALE: 1" = 20'
JOB NO.: 20170052



5100 West Brown Deer Road • Brown Deer, WI 53223
Phone (800) 236-0112 • tapconet.com • Fax (800) 444-0331

SALES QUOTE

Customer Copy

Number	Q1715491
Date	10/5/2017
Page	1

Sell To Cust. C34150	EMH&T Ryan Andrews 5500 New Albany Road COLUMBUS, OH 43221 USA			Ship To Cust.	EMH&T Jared Fowler 5500 New Albany Road COLUMBUS, OH 43221 USA	
Customer PO #		Expires	Slsp	Terms	Freight	Ship Via
RRFB		11/4/2017	Nick Mayer	Cash	PREPAY/ADD	BEST RATE

Item	Description	Quantity	UM	Price	Extension
RRFB-1DERABWNNAA	RRFB Controller Kit, 55W/48Ah, 4.5" OD Round, Wireless, No Modem	2	EA	1,890.00	\$3,780.00
RRFBXL2-NA1	RRFB-XL2 Light Bar, One Ped Indicator Band Mount w/Snap Locks, for 2.375" + OD	4	EA	562.50	\$2,250.00
101620	Push Button Bulldog Add-On Option Kit Yellow, With LED	2	KT	180.00	\$360.00
373-05075	W11-2,30"x30"x.080 DG3 FYG, Pedestrian Crossing (Symbol) Fed Spec - Fluorescent Yellow-Green Sign	4	EA	104.08	\$416.32
373-01759	W16-7PL, 24"x12" DG3 FYG, Down Diagonal Left Arrow (Fed Spec) Sign	2	EA	35.82	\$71.64
373-01757	W16-7PR, 24"x12" DG3 FYG, Down Diagonal Right Arrow (Fed Spec) Sign	2	EA	35.82	\$71.64
101919BLK	Pole Package 13', 4.5" OD Painted Black, 42" J-Bolts Includes: Pole, Base, J-Bolts	2	EA	585.00	\$1,170.00
107265	Sign Mounting Kit, Banded, Flared Leg, Standard For Mounting B2B Static Signs to a Large Pole	4	EA	35.95	\$143.80

Plus Shipping and Handling

Lead Time: 3 Weeks

Furnish only quote. Installation is not included.

Solar powered equipment requires no shading or obstructions

Shipment within _____
Acceptance By _____
Date _____
By _____

Merchandise	Freight	Tax	Total
\$8,263.40	\$0.00	\$0.00	\$8,263.40

For terms and conditions, please visit: <http://www.tapconet.com/terms-and-conditions>

Keith Kundtz

From: Chris Kienle
Sent: Friday, October 13, 2017 10:03 AM
To: Keith Kundtz
Subject: FW: Main St ped lights

From: Chris Cebull [<mailto:Chris@mpdory.com>]
Sent: Friday, October 13, 2017 9:49 AM
To: Chris Kienle
Subject: RE: Main St ped lights

Chris,

Do to potential underground conflicts and site obstructions it may be difficult to find suitable locations for these without relocating some existing lines or removing site obstructions.

I'd budget a day spotting utilities and trying to find suitable locations (\$3600), then 2 days to cover the remaining items(\$8400). The only material included is 2 short loads of concrete (1 in case we need walk repair separate from the foundations) and grounding items.

Let me know.

Chris Cebull
M.P. Dory Co.
614-444-2138 ext. 106
614-444-2130 fax

From: Chris Kienle [<mailto:ckienle@ci.reynoldsburg.oh.us>]
Sent: Tuesday, October 10, 2017 7:05 AM
To: 'Chris@mpdory.com' <Chris@mpdory.com>
Subject: Main St ped lights

Good morning Chris I will give you a call this morning, the city is wanting to put a ped light at main and 256 crossing main. We need an estimate for job also if you have a different idea for the light let me know. Thanks

Attachment: 0571_001 (Authorization for Cross-Walk Flashing Beacon on Main Street)

Police Department**Bill Early****7240 E. Main Street****Reynoldsburg OHIO 43068****614-322-6935 Phone****ORDINANCE REQUEST**

DATE: **November 13, 2017****TO:** **Finance Committee****RE:** ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO
ENTER INTO AN AGREEMENT WITH SPECTRUM BUSINESS FOR
CONSTRUCTION OF POINT TO POINT LINE BETWEEN
REYNOLDSBURG AND GAHANNA.

As you are aware Reynoldsburg Police Department is currently in the process of bringing the new IMC RMS online. One of the key benefits of this new RMS is the ability of RPD to share information such as arrest and booking data, incident reports, master names indexes, etc. with other agencies. RPD has made arrangements with Gahanna Police Department to share data between our two agencies. In order for this data exchange to take place a designated point to point connection has to be made with no switches or any other detours of any kind. This connection must be a true point to point connection. This requires that a designated line be run between our two agencies for the sole purpose of this data share. Having this connection will vastly expand our information database and also expedite communication between our two agencies thus making both agencies more capable.

We have been in communication with Spectrum Business to obtain a quote for the construction of this line and the monthly fee to maintain the service on this line. As stated in the attached Service Quote the construction fee is to cost \$6,936.00 with a monthly service fee of \$350.00.

It is requested that funding be appropriated from the Special Law Enforcement Account 290.111.5529- Special Law Enforcement Funds for the construction of this line and for the needed service fee so that RPD can fully implement this facet of the purchased RMS and thereby making our Police Department a more efficient agency and one that is better able to serve our community.



Reynoldsburg Division of Police
7240 E. Main St.
Reynoldsburg, Ohio 43068
(614) 866-6622
(614) 322-6926 (fax)

MEMORANDUM

Date: 12 October 2017
To: Acting Chief Bill Early *WRZ #93 10/12/2017*
From: Brian Marvin
Subject: Point to point connection with Gahanna PD via Spectrum

As you are aware RPD is currently in the process of bringing the new IMC RMS online. One of the key benefits of this new RMS is the ability of RPD to share information such as arrest and booking data, incident reports, master names indexes, etc. with other agencies. RPD has made arrangements with Gahanna PD to share data between our two agencies. In order for this data exchange to take place a designated point to point connection has to be made with no switches or any other detours of any kind. This connection must be a true point to point connection. This requires that a designated line be run between our two agencies for the sole purpose of this data share. Having this connection will vastly expand our information database and also expedite communication between our two agencies thus making both agencies more capable.

I have been in communication with Spectrum Business to obtain a quote for the construction of this line and the monthly fee to maintain the service on this line. As stated in the attached Service Quote the construction fee is to cost \$6,936.00 with a monthly service fee of \$350.00.

It is requested that funding be appropriated for the construction of this line and for the needed service fee so that RPD can fully implement this facet of the purchased RMS and thereby making this police department a more efficient agency and one that is better able to serve its community.

Attachment: Memo (Point to Point Connection with Gahanna PD Via Spectrum)

State of Ohio Services Quotation

The terms of this Quotation for Services are subject to the State Of Ohio Master Service Agreement and any conflicts will be resolved in favor of the Master Service Agreement.

CUSTOMER INFORMATION			
Company Name (Exact legal name) City of Reynoldsburg		Type of Entity (Individual, corporation, partnership, limited liability co., etc.) Government Entity	
Service Street Address 7240 E Main St	City Reynoldsburg	State OH	Zip Code 43068
Billing Address 7232 E Main St	City Reynoldsburg	State OH	Zip Code 43068
Customer Contact Name (Technical) Brian Marvin	Tel. No. 614-322-6952	Fax No.	Email Address Bmarvin@reypd.com
Customer Contact Name (Procurement Contact)	Tel. No.	Fax No.	Email Address
Customer Contact Name (Billing Contact)	Tel. No.	Fax No.	Email Address

Services

Customer hereby agrees to purchase from TIME WARNER CABLE, and TIME WARNER CABLE agrees to provide to Customer, the following services (the "Services") as listed below on this order form, per the terms and conditions set forth in the Master Service Agreement.

Line Item	Product/Service	Bandwidth (mbps)	Installation Address City, State Zip	Monthly Fee	Installation Fee	Construction Costs	Contract Term
1	eLine Service	10mbps	Primary Location: Reynoldsburg Police Dept. 7240 E. Main St Reynoldsburg, Ohio 43068	\$349.00	Waived	\$6,936.00	60 Months
2	eLine Service		Secondary Location: Gahanna Police Dept. 460 Rocky Fork Blvd Columbus, Ohio 43230				
3							
MONTHLY TOTALS				\$349.00	Waived	\$6,936.00	

Note(s): This is a new eLine circuit connecting Reynoldsburg PD to Gahanna PD.

- Placing State of Ohio orders: Services MUST be ordered through the State of Ohio ordering system. Please contact your Account Executive before ordering through the State of Ohio ordering system as they will be happy to walk you through the first entries as to ensure that the orders are entered correctly and will assist in the possibility that your orders will not be rejected from OIT. Should you enter the orders yourself, please enter the word "NEW" in the Circuit ID and Account Number field as these will only be generated after the circuit(s) have been installed.
- Additional order forms will be required and will be provided directly by your Account Executive (outside of the State of Ohio ordering system) and MUST be completed and returned to your Account Executive to complete your order (ie. Tax exempt certificates, permission to construct, etc.)
- Installation timeframe: Typical installation timeframe is 10-12 weeks from receipt of order.
- Services and Jurisdiction Certificate. Customer acknowledges and certifies that the total interstate traffic (including internet traffic) on the Service(s) constitutes ten percent (10%) or less of the total traffic on the Service and the prices and TWC calculations are based on this acknowledgement.
- Quotation for Services. Customer acknowledges that this quote is for ALL services, bandwidth, term and number of locations listed above. Should the any of these components be changed when customer places the order through the State of Ohio ordering system, this quotation automatically becomes null and void and a new quotation will be required.

Quote provided by:

By: Jason Weber, Strategic Account Executive – Government

Phone: (614) 512 - 7514 Fax: _____ email: Jason.weber@charter.com

MASTER SERVICE AGREEMENT
BY AND BETWEEN
TIME WARNER ENTERTAINMENT AND
THE STATE OF OHIO, DEPARTMENT OF ADMINISTRATIVE
SERVICES

THIS MASTER SERVICE AGREEMENT (the "Agreement"), is by and between Time Warner Entertainment Company, L.P., on behalf of itself and its divisions and affiliates ("Vendor") having an office at 1015 Olentangy River Road, Columbus, Ohio 43212 and the State of Ohio, Department of Administrative Services ("the State"), having its principal place of business at 30 East Broad Street, 40th Floor, Columbus, OH 43215 (jointly referred hereto as the "Parties", or individually as a "Party") and is effective as of the date signed by the State.

IN WITNESS WHEREOF, the Parties have executed this Agreement which shall be effective on the date signed by the State, "Effective Date."

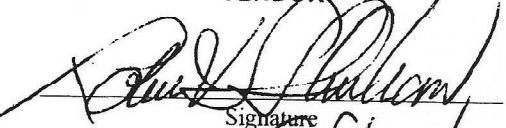
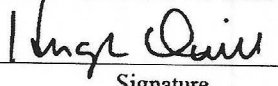
VENDOR  Signature <u>Robert S. Sheehan</u> Printed Name <u>RVP - Commercial</u> Title <u>August 24, 2009</u> Date <u>13-36666-92</u> Federal Tax ID	STATE OF OHIO, DEPARTMENT OF ADMINISTRATIVE SERVICES  Signature <u>Hugh Quinn</u> Printed Name <u>Director</u> Title <u>Sept. 2, 2009</u> Effective Date
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125.04. All records related to maintenance, service, and billing concerning the Services purchased under this Agreement shall be made available to State by the Vendor on request.

1.5 Subscribing Entity Reliance on Agreement.

Subscribing Entities may rely on this Agreement. Whenever a Subscribing Entity relies on this Agreement to issue an order for service under this Agreement, the Subscribing Entity will be required to agree to be bound to the terms of this Agreement as part of the TSR ordering process. The Vendor and the State will agree on the appropriate language to be included in the TSR System for this purpose. By agreeing to be bound by the terms of this Agreement, the Subscribing Entity will step into the shoes of the State under this Agreement for purposes of its order, and, as to the Subscribing Entity's order, this Agreement will be between the Vendor and the Subscribing Entity. The Vendor must look exclusively to the Subscribing Entity for performance, including but not limited to payment, and must hold the State harmless with regard to such orders and the Subscribing Entity's performance and payment. Subject to the provisions of Section 1.19 and further subject to any applicable limitation on remedies set forth in the applicable Service Attachments, the State will have the right to terminate this Agreement and seek such remedies on termination as this Agreement provides should the Vendor fail to honor its obligations under an order from a Subscribing Entity.

1.6 Third-Party Suppliers.

A. The Vendor must identify all third-party telecommunications carriers that the Vendor will rely upon to provide services under this Agreement, and the Vendor must act as a reseller for any such carriers, as well as all its other third-party suppliers, and incorporate the costs of their services in the Vendor's fees identified on the applicable Service Attachment under this Agreement. Any changes to the list of third-party carriers that the Vendor will rely upon in providing the services under this Agreement are subject to the approval of the State, which must be in the form of a written amendment to this Agreement.

B. Neither the State's approval of the use of such third-party carriers or the Vendor's use of other suppliers means that the State will pay for them. The Vendor will be solely responsible for payment of its suppliers and any claims of those suppliers for any failure of the Vendor to meet its obligations under this Agreement in the required manner. The Vendor will hold the State harmless for and will indemnify the State against any such claims.

C. The Vendor assumes responsibility for all services provided under this Agreement whether it or one of its suppliers provides them in whole or in part. Further, the Vendor will be the sole point of contact with regard to contractual matters, including payment of all charges resulting from the Agreement and all service requests.

D. If the Vendor plans to use any third-party carriers to provide telecommunications services under this Agreement, the Vendor must obtain that carrier's agreement to the attached Third-Party Carrier Form and submit it to the State in triplicate for acceptance.

Terms and Conditions

1.12 Governmental Authorization, Regulatory Changes

This Agreement is subject to all applicable federal, state and local laws, rules and regulations, and each Party must comply with all applicable federal, state and local laws, rules and regulations and orders in performing its obligations hereunder. To the extent any provision of this Agreement conflicts with any such applicable law, rule or regulation, such law, rule or regulation will supersede the conflicting provision. The Vendor may discontinue, limit or impose additional requirements to the provision of Service, upon no less than thirty (30) days written notice, as required to meet regulatory or other lawfully imposed requirements.

1.13 Standard State Terms and Conditions

A. As stated previously, Sections 1 through Section 14 of this Agreement are hereby defined as the Standard State Terms and Conditions. These Standard State Terms and Conditions are derived from Ohio statutory law, rules and procedures. As such, the Standard State Terms and Conditions will remain as written by the State and construed in conjunction with the applicable laws, rules and procedures.

B. The Vendor may suggest additional language and incorporate such additional language, as agreed to and approved by the Ohio Department of Administrative Services' legal counsel, in Section 15, Vendor Added Language. Such additional language shall not modify or supersede the Standard State Terms and Conditions. If such a conflict exists at the time of execution of the Agreement and thereafter, the Standard State Terms and Conditions shall prevail.

1.14 Service Specific Terms and Conditions and Service Attachments

Service Attachments describe services the Vendor may offer under this Agreement, along with any special terms or conditions applicable to them, descriptions of those services, features, and any fees associated with such services, as well as any other provisions the Parties may agree to therein. Such Service Attachments, when executed by the Parties, are incorporated into this Agreement and become a part hereof.

1.15 Order of Precedence

A. In event of a conflict related to the general terms and conditions between the Agreement and the Service Attachment(s), the Agreement shall prevail.

B. In the event of a conflict between the Agreement and the Service Attachment(s), the Service Attachment(s) shall prevail solely with respect to the Service described therein.

1.16 Service Level Performance

Service Level Performance for each service will be specified in the applicable Service Attachment and/or Amendments thereto. The Subscribing Entity's exclusive remedies for the Vendor's failure to meet Service Level Performance are specified in the applicable Service Attachment.

1.17 Confidentiality

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technologically competitive Services. The Vendor agrees that written amendments to the Service Attachments to reduce rates and introduce technological service improvements may be submitted throughout the term of the Agreement, if the Parties agree in writing. In no case shall this section be a basis for increases to the prices offered in the Service Attachments, except as authorized in Section 6.

B. Neither Party is obligated to agree to reduce rates, introduce technological service improvements, or any other modification of this Agreement, a Service Attachment, or any order hereunder during the term of the Agreement, and any failure to agree to such a modification or addition will not entitle either Party to any termination or nonrenewal rights not otherwise available to such Party under this Agreement.

1.19 Contract Compliance and Conflict Resolution

A. The Vendor shall comply with all terms and conditions of this Agreement and the provisions of any Service Attachments. If the Vendor fails to perform any one of its material obligations under this Agreement, the applicable Service Attachment(s), or the applicable order(s), it will be in default and, subject to the limitation on remedies set forth in the Service Attachment, the State may proceed in the following manner:

1. The State may terminate this Agreement, the applicable Service Attachment(s), and/or applicable order(s) as according to Section 7 of this Agreement, but subject to the cure rights in subsection (4) below; or
2. The State may file a complaint with the Public Utilities Commission of Ohio for resolution of the matter. Such complaint may include a request by the State for treble damages if the noncompliance by the Vendor includes any act prohibited by Chapters 4901, 4903, 4905, 4907, 4909, 4921, 4923 or 4925 of the Ohio Revised Code; or
3. The State may file a complaint for damages with the appropriate court of jurisdiction in the State of Ohio.
4. The Vendor shall have 30 days to cure its breach before the State may terminate the order, Service Attachment, or Agreement. In the case of a breach that cannot be cured within 30 days, the Vendor will have up to 90 days to cure before the State may terminate, provided the Vendor provides the State with written notice of the reason the breach cannot be cured within 30 days.
5. The State also may terminate this Agreement in the case of material breaches that are cured within 30 calendar days but are persistent. "Persistent" in this context means that the State has notified the Vendor in writing of the Vendor's failure to meet any of its obligations three times. After the third notice, the State may terminate this Agreement on written notice to the Vendor without a cure period if the Vendor again fails to meet any obligation. The three notices have to relate to the same type of obligation. Some provisions of this Agreement may provide for a shorter cure period than 30 calendar days or for no cure period at all, and those provisions will prevail over this one. If a particular section does not state what the cure period will be, this provision will govern.
6. Additionally, for any material breach, the State may withhold payment for the affected order(s) until the Vendor cures the material breach, the Parties arrive at a mutual agreement as to the corrective action for the breach, or the State terminates this Agreement for the material breach, but in no event shall any such withholding of payment exceed 120 days.

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not be reasonably foreseen and prevented in the exercise of ordinary care and that is beyond the reasonable control of the Party.

3.2 Employment Taxes

Each Party will be solely responsible for reporting, withholding and/or paying all employment related taxes, payments and/or withholdings for its own personnel, including, but not limited to, Federal, state and local income taxes, social security, unemployment or disability deductions, withholdings, and/or payments (together with any interest and penalties not disputed with the appropriate taxing authority).

3.3 Sales, Use, Excise, and Property Taxes

The State and certain Subscribing Entity(s) are exempt from any sales, use, excise, and property tax. To the extent sales, use, excise, or any similar tax (which, for the avoidance of doubt, shall not include any of the fees or charges referenced in Section 9.1) is imposed on the Vendor in connection with the Project, such will be the sole and exclusive responsibility of the Vendor, and the Vendor will pay such taxes (together with any interest and penalties not disputed with the appropriate taxing authority) whether they are imposed at the time the Services are rendered or a later time. The Vendor need not accept any order without reasonable proof of the Subscribing Entity's tax-exempt status.

3.4 Equal Employment Opportunity

A. The Vendor will comply with all state and federal laws regarding equal employment opportunity and fair labor and employment practices, including Ohio Revised Code Section 125.111 and all related Executive Orders.

B. Before a contract can be awarded or renewed, an Affirmative Action Program Verification Form must be submitted to the DAS Equal Opportunity Division to comply with the affirmative action requirements. Affirmative Action Verification Forms and approved Affirmative Action Plans can be found by contacting the Equal Opportunity Department or viewing the Equal Opportunity Department's web site:

<http://www.das.ohio.gov/eod/aapv.htm>

C. Use of MBE and EDGE Vendors. The State encourages the Vendor to purchase goods and services from Minority Business Enterprises (MBE) and Encouraging Diversity, Growth and Equity (EDGE) vendors.

3.5 Drug-Free Workplace

The Vendor will comply with all applicable state and Federal laws regarding keeping a drug-free workplace. The Vendor will make a good faith effort to ensure that all Vendor employees, while working on state property, will not have or be under the influence of illegal drugs or alcohol or abuse prescription drugs in any way.

3.6 Conflicts of Interest

No personnel of the Vendor may voluntarily acquire any personal interest that conflicts with their responsibilities under this Agreement. Additionally, the Vendor will not knowingly permit any public official or public employee who has any responsibilities

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from time to time with the State regarding the Vendor's progress in litigating such claims or causes of action.

3.11 Use of Name

Neither Party will use the other Party's name in any marketing material without the other Party's written consent.

3.12 Executive Order 2007-1S Compliance

A. The Vendor certifies that it has reviewed and is currently in compliance and will continue to adhere to the requirements of Ohio ethics laws.

B. In accordance with Executive Order 2007-01S, the Vendor, by signature on this document, certifies: (1) it has reviewed and understands Executive Order 2007-01S, (2) has reviewed and understands the Ohio ethics and conflict of interest laws, and (3) will take no action inconsistent with those laws and this order. The Vendor understands that failure to comply with Executive Order 2007-01S is, in itself, grounds for termination of this contract and may result in the loss of other contracts with the State of Ohio.

3.13 Campaign Contributions

The Vendor hereby certifies that all applicable parties listed in Division (I)(3) or (J)(3) of O.R.C. Section 3517.13 are in full compliance with Divisions (I)(1) and (J)(1) of O.R.C. Section 3517.13.

3.14 Declaration Regarding Terrorist Organization

In accordance with R.C. 2909.33(C), the Vendor certifies that it meets one of the following conditions:

1. The Vendor has not received, nor will receive as a result of this contract, an aggregate amount greater than one hundred thousand dollars (\$100,000) in business or funding, excluding personal benefits, from the state, instrumentalities, or political subdivisions during the current fiscal year; or
2. The Vendor has received, or will receive as a result of this contract, an aggregate amount greater than one hundred thousand dollars (\$100,000) in business or funding, excluding personal benefits, from the state, instrumentalities, or political subdivisions during the current fiscal year. and,
3. The Vendor has either pre-certified with the Office of Budget and Management, or has completed the Declaration of Material Assistance ("DMA") form certifying that the Vendor has not provided material assistance to any organization on the Terrorist Exclusion List, as that term is defined in R.C. 2909.21.

3.15 Safety and Security Rules

A. When accessing State networks and systems, the Vendor must comply with all applicable policies and regulations regarding data security and integrity that it has been made aware of. And when on any property owned or controlled by the State, the Vendor must comply with all security and safety rules applicable to people on those premises that it has been made aware of. The State publishes its primary security and

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suppliers/carriers or otherwise transact business directly with such suppliers/carriers for any Services ordered under this Agreement, and in all respects, the Vendor must maintain a single-point-of-contact business relationship with each Subscribing Entity for the Services ordered under this Agreement.

D. The Vendor shall have the right to accept or reject any new orders in its discretion and shall have the right to reject renewal orders, provided in the case of renewal orders that the Vendor provides at least 90 days before the end of the then current term.

5.2 eBonding

If available through the Vendor, the State may opt to generate service orders, conduct order status checks, report Service trouble, manage this Agreement and the Service Attachments and conduct other related transactions through the Vendor's eBonding system which will allow the State to automatically enter directly into the Vendor's proprietary system. Once the Vendor has eBonding capability, the Vendor must notify the State and provide access to the eBonding system.

6 Term

The current General Assembly cannot commit a future General Assembly to any expenditures. Therefore, this Agreement along with all Service Attachments will automatically expire at the end of the current biennium, which is June 30, 2009.

All existing orders under this Agreement expire with the expiration of the Agreement if the Agreement is not renewed.

6.1 Agreement - Renewal

The State may renew this Agreement in the next biennium by issuing written notice to the Vendor of the decision to do so. Renewals will be initiated by the State in writing at least thirty (30) days prior to the expiration of the then current term. This expiration and renewal procedure will also apply to the end of any subsequent biennium.

It is the intention of the State to renew this Agreement for several successive terms, but the State is not obligated to do so.

If the Agreement or any Service Attachment is not renewed at the end of a term, all orders there under will expire without further obligation of the State or the Subscribing Entity(ies), other than the Subscribing Entity(s) obligation to pay for all accrued and unpaid charges for Service, as outlined in the appropriate Service Attachment(s) through the effective date of such expiration. No Early Disconnection Charges will apply to such expiration.

6.2 Service Attachment(s) - Renewal

A. The State may renew the Service Attachments for the next biennium by issuing written notice to the Vendor of the decision to do so. Renewals will be initiated by the State at least thirty (30) days prior to the expiration of the then current term. This expiration and renewal procedure will also apply to any subsequent biennium.

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Subscribing Entity first contacts Vendor and makes a good faith effort to renew the cancelled order. The foregoing will not prohibit the Subscribing Entity from using or renewing any existing service from another vendor, provided the alternative service began before the non-appropriation event and was not begun in contemplation of the non-appropriation event.

E. For the avoidance of doubt, nothing in this Section 7 shall entitle any Subscribing Entity to terminate this Agreement or any Service Attachment.

8 Cancellation of Services as Described in a Service Attachment

Under this Agreement and Service Attachment(s), Service(s) may be cancelled by either the Subscribing Entity(s) or the Vendor as follows:

8.1 By the Subscribing Entity(s)

A. For the Subscribing Entity(s) convenience, the Subscribing Entity(s) may cancel the service(s) at any time for any reason. The Subscribing Entity(s) shall remain liable for charges accrued but unpaid as of the cancellation date as well as any Early Disconnection Charges as outlined in the appropriate Service Attachment(s). The Subscribing Entity may exercise this cancellation right only to the extent the Subscribing Entity has lawfully appropriated funds for the above mentioned charges. The Subscribing Entity(s) must provide a TSR request for termination for convenience to the Vendor at least 30 days before the termination date, unless a shorter notice period is provided for in the applicable Service Attachment.

B. If the cancellation of the service(s) is for cause pursuant to Section 1.19, nonrenewal of this Agreement or non-appropriation of funds as described in Section 6, the Subscribing Entity(s) shall not be held liable for any Early Disconnection Charges as outlined in the appropriate Service Attachment(s).

8.2 By the Vendor

A. If a Subscribing Entity(s) materially defaults in the performance of any of its duties or obligations under this Agreement and/or Service Attachment(s), the Vendor may cancel the service by giving at least thirty days (30) written notice to the Subscribing Entity with the cancellation date. If the Subscribing Entity(s) cures the default to the satisfaction of the Vendor and prior to the cancellation of services date, the Agreement shall remain in full force and effect.

B. The Subscribing Entity(s) shall remain liable for charges accrued but unpaid as of the cancellation date, and any Early Disconnection Charges as outlined in the appropriate Service Attachment(s).

8.3 Vendor's Right to Suspend Services

The Vendor shall have the right to suspend the Services hereunder in whole or in part if the Subscribing Entity or any end user (a) fails to comply with any applicable laws or regulations, the terms of this Agreement, or the Vendor's acceptable use policy posted at its website or other terms of use applicable to the Services, or (b) uses the Service

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9.2 Claims and Disputes

- A. The Subscribing Entity(s) are only authorized to pay correct invoices.
- B. During the pendency of the investigation into the disputed charges, upon written notification to the Vendor, the State may withhold payment for the invoices disputed in good faith until the dispute is resolved.
- C. Once the investigation into the disputed charge(s) has been completed;
 - 1. If in favor of the Subscribing Entity, the Vendor will issue a credit on the next invoice. If the credit exceeds the service charges on the next invoice, upon the request of the Subscribing Entity, the Vendor will issue payment to the Subscribing Entity in the form of a check in the amount exceeding the service charges.
 - 2. If in favor of the Vendor, the Subscribing Entity will submit payment within thirty (30) days of receiving notification at the office designated to receive the invoice.

9.3 Billing

- A. Invoices will be issued at the account level; however, the Subscribing Entity(s) may require a recap at the Agency, Division, or District level based on the organizational structure of the Subscribing Entity(s).
- B. Invoices must be submitted electronically, either in the form of an internet download or optical/media magnet which form is to be determined at the State's option, to the office designated in the purchase order or TSR as the "bill to address". The invoice shall be submitted within sixty (60) days of the Service. If the State does not received the invoice within the sixty days of the date of Service, the State shall be entitled to deny payment of the invoice.
- C. If a Vendor is using additional vendors/entities to provide the Services described in the Service Attachments, the Vendor, at the State's option, must generate a consolidated invoice and submit the consolidated invoice to the State, unless a Service Attachment expressly provides otherwise.
- D. A proper invoice must include the following information and/or attached documentation:
 - 1. Name and address of the Vendor as designated in this Agreement or Amendment.
 - 2. Federal Tax Identification Number of the Vendor as designated in this Agreement.
 - 3. Invoice remittance address as designated in this Agreement.
 - 4. A sufficient enough description of the Services that allows the State to identify the Services or perform an audit of the Services. At a minimum, such detail will include service addresses, service IDs, detailed charges by billable components, and Subscribing Entity's order numbers. Any additional required details will be provided in the applicable Service Attachment.

Terms and Conditions

13 Cost Recovery

A. The Vendor will establish a State of Ohio Cost Recovery Fee Account. This Cost Recovery Fee is an estimated charge to recover costs/fees incurred by the State in the management and administration of the Services for all the parties and/or Subscribing Entities in the Agreement described herein and/or the Service Attachments.

B. The Cost Recovery Fee to be paid to State will be calculated by multiplying Two Percent (2%) times the total dollar amount of services invoiced. The State will generate notification to the Vendor via email on the last day of the quarter advising the Vendor to complete a revenue reporting form provided by the State within thirty (30) days prior to the close of the quarter. The Vendor will complete and return the revenue reporting form via email within thirty (30) days preceding the close of the quarter. The State will compare quarterly the revenue reporting forms provided by the Vendor to expenditure data from the State's general ledger to insure minimum reporting amount was met. The minimum would include all state expenditures without cooperative purchasing expenditures. The State will generate an invoice to the Vendor for the quarterly Cost Recovery Fee based on reported revenue but at least exceeding amount of general ledger statewide disbursements report.

Example of calculation of a Cost Recovery Fee:

Example 1:

Vendor Revenue Report	\$1,000.00	X 2%	\$20.00
State Expenditure Report	\$900.00		

Example 2:

Vendor Revenue Report	\$800.00		
State Expenditure Report	\$1,000.00	X 2%	\$20.00

C. The Vendor will remit to the State the 2% Cost Recovery Fee within thirty (30) days of receipt of the invoice from the State by check to the State of Ohio, Office of Information Technology. THE CHECK SHALL BE MADE OUT TO: TREASURER, STATE OF OHIO, FUND 133 and shall be sent to the State at the following address:

Office of Information Technology
Services Delivery Division
30 East Broad Street, 39th Floor
Columbus, OH 43215
Attn: Business Manager

D. To ensure that the payment is credited properly, the Vendor will identify the check as State of Ohio Cost Recovery Fee and reference this Agreement between the Vendor and The State of Ohio, Office of Information Technology and reference the

Terms and Conditions

15 Vendor Added Language

This Section has been added to provide the Vendor with the flexibility to add to the terms and conditions outlined in Sections 1 through 15 of this Agreement. Any additions or changes in this section must follow the format as outlined in the Master Service Agreement and Service Attachment instructions document. Please note that all terms and conditions which are specific to the services will be addressed in the Service Attachment(s) and not in this section.

15.1 Terms of Use

Use of the Services hereunder shall be governed by the Vendor's then-current terms of use communicated to the State and/or Subscribing Entity in writing. The Subscribing Entity shall ensure that all end users of the service provided by the Vendor hereunder shall be required to agree to be bound by the Vendor's then-current acceptable use policy and other terms of use.

15.2 Vendor Items

All equipment and materials used by the Vendor to provide the services hereunder (collectively "Vendor Items") shall remain the sole and exclusive property of the Vendor or its suppliers. The Subscribing Entity will use commercially reasonable efforts to ensure that its employees and end users will not open, alter, misuse, tamper with duplicate or remove the Vendor Items, and will not remove any markings or labels from the Vendor Items. The Vendor reserves all rights in and to the Vendor Items not expressly granted herein.

15.3 Warranty Disclaimer

EXCEPT AS EXPRESSLY STATED IN THIS AGREEMENT AND THE APPLICABLE SERVICE ATTACHMENTS (SUCH AS APPLICABLE SLAs THEREIN (WITH RESPECT TO WHICH THE EXCLUSIVE REMEDIES ARE ALSO SET FORTH IN THE APPLICABLE SERVICE ATTACHMENT)) OR APPLICABLE AMENDMENT, THE SERVICES PROVIDED BY VENDOR HEREUNDER ARE PROVIDED "AS IS," WITHOUT WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

Terms and Conditions

In Witness Whereof, the Parties have executed this Form which is effective on the date the State's duly authorized representative signs it on behalf of the State, ("Effective Date").

CARRIER

STATE OF OHIO, DEPARTMENT OF ADMINISTRATIVE SERVICES

Signature	Signature
Printed Name	Printed Name
Title	Title
Date	Effective Date
Federal Tax ID	

Attachment: Service Agreement (Point to Point Connection with Gahanna PD Via Spectrum)

Human Resources Dept.**Sandra Boller****7232 E. Main Street****Reynoldsburg OHIO 43068****614-322-6868 Phone****ORDINANCE REQUEST**

DATE: November 13, 2017**TO: Finance Committee****RE: Ordinance Making Transfer of Funds Among Various General Fund Departments.**

Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

That this is deemed to be an emergency measure necessary for the financial needs of the City's Government and further to the information technology operations functioning properly along with Civil Service and Human Resources needs.

Request that \$55,900 be unappropriated from the Service Department account number 110.448.5302 - Street Lighting, and be returned to the unappropriated General Fund (110).

Appropriate \$50,000 to the Computer Department as follows: \$24,000 to account number 110.584.5339 Misc. Contract Services; \$21,000 to account number 110.584.5366 Misc. Contract Services; \$5,000 to account number 110.584.5203 Computer Supplies.

Appropriate \$2,400 to the Civil Service Department account number 110.534.5336 Medical Services/Physical Exams.

Appropriate \$3,500 to the Human Resources Department account number 110.582.5399 - Human Resources - Misc. Contract Services and declaring it an emergency.

City Auditor's Office**Richard Harris****7232 E. Main Street****Reynoldsburg OHIO 43068****Phone****ORDINANCE REQUEST**

DATE: **November 13, 2017****TO:** **Finance Committee****RE:** ORDINANCE AUTHORIZING MAYOR TO ENTER INTO
CONTRACT WITH DONALD J. SCHONHARDT & ASSOCIATES,
INC. FOR MANAGEMENT CONSULTING SERVICES.

Request Council approve the attached contract for Don Schonhardt for CAFR Services. This company is on the No Bid list. Money to pay contact is in the 2018 Budget.



5307 Franklin Street
 Hilliard, Ohio 43026-1409
Donald J. Schonhardt & Associates, Inc.
 (614) 876-2020
 (614) 876-2050 fax
 www.djschonhardt.com

September 6, 2017

Mr. Richard E. Harris, City Auditor
 City of Reynoldsburg
 7232 East Main Street
 Reynoldsburg, Ohio 43068-2014

Dear Mr. Harris:

Thank you for the opportunity to submit our proposal to provide assistance in the preparation of the City's 2017-2019 Comprehensive Annual Financial Reports (CAFRs). We have tailored our proposal to be responsive to your unique needs while incorporating a proven approach developed by our firm.

Our firm has provided assistance in the preparation of all 26 of the City's award winning CAFRs. The City's cost for our services has remained unchanged for the previous 9 CAFRs (2008-2016) despite numerous new pronouncements from the Governmental Accounting Standards Board (GASB) that have required substantial additional commitment of time in the report preparation process by our staff.

Beginning with the 2015 CAFR, the City had to implement/comply with the Governmental Accounting Standards Board (GASB) Statement No. 68, "Accounting and Financial Reporting for Pensions" and GASB Statement No. 71, "Pension Transition for Contributions Made Subsequent to the Measurement Date—an amendment of GASB Statement No. 68." The changes that have resulted from the aforementioned GASB Statements require a significant amount of additional work each year in order for us to present the financial statements in accordance with accounting principles generally accepted in the United States of America (GAAP).

We hope you understand that the increase included in this proposal is not something we take lightly, but deem appropriate in order to continue to insure the highest quality of financial accounting and reporting. The new proposal will hold the City's cost at the same level for a period of three years. We are confident that you will agree that such cost containment measures provide both current and long-term benefits to the City.

I have enclosed two (2) copies of our standard contract for consulting services. Please review the materials that accompany this correspondence and call me if you have any questions regarding any of the items. After the contract has been signed, please return one (1) copy to our office for our files.

Upon notification that the work has been approved, we will schedule work to begin in the late fall. I am looking forward to hearing from you in the near future.

Sincerely,

Roy O. Porter, CPA
 Executive Vice President

ROP:tle
 Enclosure

Attachment: 2018 Don Schonhardt Contract (Approve Contract for Don Schonhardt)

EXECUTIVE SUMMARY

Overview

The City of Reynoldsburg, Ohio (City) has completed the preparation of their 2016 Comprehensive Annual Financial Report (CAFR) with the assistance of our firm. Mr. Richard E. Harris, City Auditor, is currently in the process of planning for the preparation of the City's 2017 CAFR. He has requested that we prepare a proposal to provide technical accounting and management oversight assistance in the preparation of a 2017 CAFR. As an integral part of the preparation process, we will utilize **CAFR-Unlimited™** software.

The preparation of a GAAP basis financial report involves extensive management planning and control to insure that all of the necessary tasks are accomplished in a timely and efficient manner. In addition to the routine responsibilities that often impact the availability of staff resources to assign to a major project, implementation of new Governmental Accounting Standards Board (GASB) pronouncements have made it increasingly more difficult to insure that all of the necessary reporting requirements have been met.

Since our primary service to the public sector is the preparation of GAAP basis financial reports, we have made a commitment to continuing education for all of our staff members. We participate in Government Finance Officers Association (GFOA) and Association of Government Accountants (AGA) sponsored seminars to ensure that our staff is knowledgeable about all current and proposed governmental financial reporting requirements. We will continue to work to ensure that our clients are made aware of these changes and how the changes will impact current and future financial reports. Finally, since we work with over eighty (80) different public sector entities to prepare GAAP basis financial reports, our staff is exposed to a variety of methods which may be used by City staff to improve the efficiency of the report preparation process. We have not wavered from our commitment to provide the highest quality public sector financial and accounting services at a reasonable cost.

We believe that Donald J. Schonhardt & Associates, Inc. (DJS&A), is in a unique position to meet the City's request for assistance because of our hands-on experience in public sector finance; our on-going assistance to other public sector entities that are required to prepare GAAP basis financial reports and our prior assistance to the City in the preparation of numerous award winning CAFRs. The individuals who will assist the City have in excess of seventy (70) years of public sector finance and accounting experience and continue to work with over eighty (80) public sector entities (municipalities, counties, villages, townships, special districts and school districts) throughout the State of Ohio to prepare GAAP basis annual financial reports.

We recognize the significance of our continued association with the City of Reynoldsburg and are prepared to commit the necessary resources to assure the highest level of service.

Timing

On or before May 30, 2018, the City will be required to do the following: 1) submit their 2017 Basic Financial Statements to the Auditor of State and 2) input selected data from the unaudited statements into the Auditor of State's Annual Financial Data Reporting System (AFDRS). Both processes must be completed to meet statutory requirements.

Audit Considerations: To meet the program deadline for a Certificate of Achievement for Excellence in Financial Reporting, the City must submit a 2017 CAFR to the GFOA no later than June 30, 2018. DJS&A intends to provide the auditors with a preliminary trial balance by April 15, 2018 to allow sufficient time for completion of the audit by May 30, 2018. Please note that DJS&A is not responsible for the timing of the audit and makes no commitments regarding the outcome of the audit. **If the audit is not completed by May 30, 2018, DJS&A cannot guarantee completion of the 2017 CAFR by June 30, 2018.**

This proposal includes DJS&A time to review proposed audit adjustments and make mutually agreed upon material audit adjustments (if any), but **does not** include time to cover continual meetings with the auditors throughout the audit process or time to make immaterial, nonsubstantive changes to the narrative or format of the report. We have also included additional time necessary to put the basic financial statements into a PDF file format so that our clients may comply with the State Auditor's electronic filing requirement.

Upon execution of a contract, DJS&A will provide a schedule to the City consisting of target dates and milestones for certain activities throughout the project. Adherence to dates published in the above referenced schedule is imperative to insure the timely completion of the CAFR.

Engagement Approach

Donald J. Schonhardt & Associates, Inc., will be responsible for providing on-going management and technical accounting assistance on a regular basis throughout the report preparation process. Such assistance will include but is not limited to the following:

- Regular discussions with City staff to review completed documentation, discuss data collection and recording criteria and examine the status of the report preparation process.
- Answer questions as they arise and discuss the rationale for specific data collection activities and how they can be accomplished most efficiently.
- Review and comment on the information developed for the conversion and review the applicability of the data in the presentation of the GAAP basis financials.

Professional Fees

It is our policy to estimate fees at an amount which is highly competitive, but which will enable us to provide responsive service of the highest quality. We base our fees on the time spent by personnel assigned to an engagement at hourly rates which are commensurate with the training and experience of those assigned to the project. We know that our hourly rates are extremely competitive and substantially less than those charged by other accounting and consulting firms that may not possess the actual hands-on experience of our staff. Management oversight and technical assistance will be billed at an hourly rate of \$110.00 per hour (including expenses) for work performed **plus** travel time and mileage at the rate of \$0.50 per mile.

Professional Fees (Continued)

In order to contain costs and pass the savings on to our clients, we are prepared to offer the same level of services identified in this proposal for preparation of a 2018 and 2019 CAFR at the same annual fee quoted for the 2017 CAFR preparation. We will freeze this rate and annual contract amount with the signing of a multi-year contract not to exceed three (3) consecutive report years. This fixed rate is contingent upon the City's agreement that the scope of work will remain the same for this and the subsequent years and that no significant change in accounting policies and/or procedures is anticipated which will potentially alter the required level of service. We are confident that you will agree that such cost containment measures provide both current and long-term benefits to the City.

The multi-year contract option is included on the contract document and requires an appropriate approval signature on the line provided which will designate the term of the contract. We hope that you are able to take advantage of this opportunity so that we may continue to provide you with the highest quality of service at the best possible price.

Our fee to provide management and technical oversight in the report preparation, as outlined in the Summary of Work to be Performed **(excluding an allowance for mileage reimbursement)** will be:

<u>Report Year</u>	<u>Report Fee</u>
2017	\$17,000
2018	17,000
2019	17,000

The amount that will be billed to the City of Reynoldsburg for the project is as noted in the table above **(excluding an allowance for mileage reimbursement)**. The hourly rate quoted above will not increase during the term of the contract. The proposal is a maximum not to exceed bid for the scope of services defined by this proposal, the City will not pay more than the amount noted above provided the scope of services does not change.

Billing

Our practice is to bill in monthly installments covering the period worked on the engagement. Billings are due and payable upon receipt.

SUMMARY OF WORK TO BE PERFORMED

The objective of this engagement is to provide management, technical and accounting assistance, to the City in the preparation of their 2017 CAFR. It is anticipated that the engagement will be completed by June 30, 2018. The engagement consists of the following:

Management overview, technical assistance, documentation, review and analysis of reversing and adjusting entries and preparation of one copy of the original CAFR which is suitable for preparing additional copies as required by the City.

An outline is provided below which indicates the major components of the project. The outline is not intended as a comprehensive work plan, but rather an overview of the services to be provided.

Management overview, technical and accounting assistance and limited data collection activities.

- Assess current records related to the CAFR and identify alternative approaches for record keeping and suggest formats for future data collection which will improve the efficiency of data collection.
- Organize and document in journal form all reversing entries.
- Post reversing entries to **CAFR-Unlimited™**.
- Identify major subsidiary detail required to assemble accrual oriented statements (i.e. payables, receivables, capital asset detail, vacation/sick leave balances, etc.)
- Identify source of information and appropriate collection criteria for detailed information identified in the above task.
- Modify software applications to incorporate new funds and/or fund reclassifications that have occurred during the last fiscal period.
- Assure that the City is in compliance with all new GASB pronouncements effective since the last reporting period.
- Provide for centralized collection, organization and summarization of detail required for accrual adjustments.
- Utilize existing software models to input the data collected for aggregation and presentation.
- Download ending cash balance, receipt and disbursement figures from ASCI II file or Microsoft Excel® file into **CAFR-Unlimited™**.

SUMMARY OF WORK TO BE PERFORMED (Continued)

- Execute various tasks required for accumulation of detailed financial information to be used in the preparation of the CAFR.
- Continuously monitor adherence to task assignments and adjust resources where necessary to satisfy deadlines.
- Obtain original and final budget amounts for major funds.
- Post adjusting accounting entries to **CAFR-Unlimited™** to develop the trial balance.
- Identify and eliminate appropriate interfund activity.
- Make final determination of major funds.
- Identify program revenues.
- Collect information to categorize net assets.
- Prepare reconciliation between government-wide financial statements and fund based financial statements.
- Prepare statement formats for all required financial information including all basic financial statements, notes to the basic financial statements and appropriate financial schedules.
- Provide draft copy of financial section of the CAFR along with supporting workpapers to the City's auditors.
- Make mutually agreed upon changes/corrections to the financial section as a result of the audit.
- Assist in the preparation of the statistical section of the CAFR by advising staff on data required and preparing final print routines for inclusion in the CAFR.
- Assist in the preparation of the introductory section of the CAFR by advising staff of specific requirements for the introductory section. Due to the unique nature of the introductory section, the City is responsible for preparing a draft of the transmittal letter to be included in the 2017 report.
- Assist in the preparation of Management's Discussion and Analysis (MD&A).
- Prepare in final form all print routines required for presentation in the CAFR and analyze same using review criteria established for GFOA reviewers.
- Finalize statement preparation formats for the CAFR and prepare one (1) final PDF version of the report suitable for fulfilling the City's GFOA filing and printing needs.

CONTRACT
for
MANAGEMENT CONSULTING SERVICES

This Contract is made and entered into this _____ day of _____, 20____, by and between Donald J. Schonhardt & Associates, Inc., 5307 Franklin Street, Hilliard, Ohio 43026-1409, hereinafter referred to as the "Consultant" and the City of Reynoldsburg, Ohio, 7232 East Main Street, Reynoldsburg, Ohio 43068 acting through the City Mayor, hereinafter referred to as the "City".

Whereas, the Consultant provides assistance to local governments in the development of improved accounting and financial management information systems; and

Whereas, the City desires to retain the Consultant to provide assistance in the preparation of the 2017 Comprehensive Annual Financial Report (CAFR); and

Whereas, the City has reviewed the services to be provided by the Consultant and has authorized the services identified in the proposal to the City dated September 6, 2017, which is attached hereto as Appendix I and is hereby made a part of this Contract, as if fully rewritten herein.

Now, Therefore, in consideration of the mutual covenants and obligations contained herein, the parties hereto agree as follows:

Scope of Services (Section I)

The Consultant shall provide accounting and financial management consulting services to the City in accordance with the Proposal to the City developed by the Consultant and dated September 6, 2017, a copy of which is attached hereto as Appendix I and incorporated by reference into this Contract as if fully rewritten herein.

The City acknowledges through acceptance of this section that the contract may cover a multi-year term as specified by the number of years designated below. Each CAFR prepared under the terms of a multi-year contract will be prepared according to the scope of services outlined in this contract at the hourly rates and maximum contract amounts specified in Appendix I.

of years

signature

Title

Term of Agreement (Section II)

The term of this Contract shall begin upon the signing of the contract document by authorized agents of the parties to the Contract and shall remain in force until the work identified in Appendix I is completed by the Consultant or the Contract is canceled by either party according to the terms of Section IV of this Contract titled "Termination".

Attachment: 2018 Don Schonhardt Contract (Approve Contract for Don Schonhardt)

Compensation (Section III)

Fee: City agrees to pay to the Consultant an hourly rate (including travel time) plus mileage for management consulting services. The total amount billed for management consulting under the defined scope of services shall not to exceed the amounts specified in Appendix I for each report year as designated in Section I (excluding an allowance for mileage reimbursement).

Termination (Section IV)

The Client shall furnish the Consultant with written notice of the Consultant's alleged breach of this Agreement. The Consultant shall have thirty (30) days after the Consultant's receipt of such notice to cure such breach and, if timely cured, this Agreement shall not terminate but continue in full force and effect. If the Consultant fails to cure such alleged breach, the Client may terminate this Agreement by furnishing to the Consultant written intent to terminate and the Consultant shall have no further right to cure. Termination under this provision shall not relieve the Client any payment obligations under this Agreement. Payment in full of all outstanding invoices for work rendered by Donald J. Schonhardt & Associates, Inc., shall be made on or prior to the termination date.

General Provisions (Section V)

This Contract shall be governed by the laws of the State of Ohio.

This Contract contains the complete and exclusive statement of the agreement between the parties and supersedes all prior discussions, proposals, oral or written, and all other communications between the parties relating to the subject matter of this Contract.

No amendment to this Contract shall be effective unless it is in writing and signed by duly authorized representatives of both parties.

All notices hereunder shall be in writing and shall be deemed to have been given when mailed by certified mail, return receipt requested to the address of the parties first written above or by delivering in person to either party.

This Contract may be executed in one (1) or more copies, each of which shall be deemed an original.

Each party has the power and authority to enter into and perform this Contract and the person signing this Contract on behalf of each party has been properly authorized and empowered to enter into this Contract. Each party further acknowledges that it has read this Contract, understands it and agrees to be bound by it.

If any provision of this Contract is determined to be invalid or unenforceable, the remaining provisions of this Contract shall not be affected thereby and shall continue to be binding upon the parties and shall be enforceable as though the invalid or unenforceable provisions were not contained herein.

General Provisions (Section V) (Continued)

No term or provision shall be deemed waived and no breach excused unless such waiver or consent shall be in writing and signed by the party claiming to have waived or consented. Any consent by any party to, or waiver of, a breach by the other, whether expressed or implied, shall not constitute a consent to or waiver of or excuse for any other different or subsequent breach.

In witness whereof, the parties hereto have executed this Contract on the date and place first indicated above.

Approved As to Form

By: _____
City Attorney

City of Reynoldsburg
7232 East Main Street
Reynoldsburg, Ohio 43068

By: _____
Brad McCloud, Mayor

Date: _____

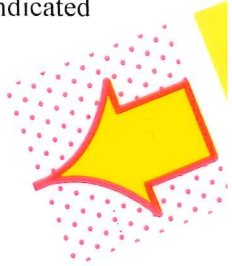
Date: _____

PO #: _____

Donald J. Schonhardt & Associates, Inc.
5307 Franklin Street
Hilliard, Ohio 43026-1409

By: Roy O. Porter
Roy O. Porter, CPA
Executive Vice President

Date: 9/6/17



Attachment: 2018 Don Schonhardt Contract (Approve Contract for Don Schonhardt)

Appendix I

***Proposal to the
City of Reynoldsburg, Ohio***

***for
CONSULTING SERVICES
FOR
THE PREPARATION OF
ANNUAL FINANCIAL REPORT***

Prepared by
Donald J. Schonhardt & Associates, Inc.
5307 Franklin Street
Hilliard, Ohio 43026-1409
(614) 876-2020

September 6, 2017

Attachment: 2018 Don Schonhardt Contract (Approve Contract for Don Schonhardt)

EXECUTIVE SUMMARY

Overview

The City of Reynoldsburg, Ohio (City) has completed the preparation of their 2016 Comprehensive Annual Financial Report (CAFR) with the assistance of our firm. Mr. Richard E. Harris, City Auditor, is currently in the process of planning for the preparation of the City's 2017 CAFR. He has requested that we prepare a proposal to provide technical accounting and management oversight assistance in the preparation of a 2017 CAFR. As an integral part of the preparation process, we will utilize **CAFR-Unlimited™** software.

The preparation of a GAAP basis financial report involves extensive management planning and control to insure that all of the necessary tasks are accomplished in a timely and efficient manner. In addition to the routine responsibilities that often impact the availability of staff resources to assign to a major project, implementation of new Governmental Accounting Standards Board (GASB) pronouncements have made it increasingly more difficult to insure that all of the necessary reporting requirements have been met.

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We recognize the significance of our continued association with the City of Reynoldsburg and are prepared to commit the necessary resources to assure the highest level of service.

Timing

On or before May 30, 2018, the City will be required to do the following: 1) submit their 2017 Basic Financial Statements to the Auditor of State and 2) input selected data from the unaudited statements into the Auditor of State's Annual Financial Data Reporting System (AFDRS). Both processes must be completed to meet statutory requirements.

Audit Considerations: To meet the program deadline for a Certificate of Achievement for Excellence in Financial Reporting, the City must submit a 2017 CAFR to the GFOA no later than June 30, 2018. DJS&A intends to provide the auditors with a preliminary trial balance by April 15, 2018 to allow sufficient time for completion of the audit by May 30, 2018. Please note that DJS&A is not responsible for the timing of the audit and makes no commitments regarding the outcome of the audit. **If the audit is not completed by May 30, 2018, DJS&A cannot guarantee completion of the 2017 CAFR by June 30, 2018.**

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Upon execution of a contract, DJS&A will provide a schedule to the City consisting of target dates and milestones for certain activities throughout the project. Adherence to dates published in the above referenced schedule is imperative to insure the timely completion of the CAFR.

Engagement Approach

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- Regular discussions with City staff to review completed documentation, discuss data collection and recording criteria and examine the status of the report preparation process.
- Answer questions as they arise and discuss the rationale for specific data collection activities and how they can be accomplished most efficiently.
- Review and comment on the information developed for the conversion and review the applicability of the data in the presentation of the GAAP basis financials.

Professional Fees

It is our policy to estimate fees at an amount which is highly competitive, but which will enable us to provide responsive service of the highest quality. We base our fees on the time spent by personnel assigned to an engagement at hourly rates which are commensurate with the training and experience of those assigned to the project. We know that our hourly rates are extremely competitive and substantially less than those charged by other accounting and consulting firms that may not possess the actual hands-on experience of our staff. Management oversight and technical assistance will be billed at an hourly rate of \$110.00 per hour (including expenses) for work performed **plus** travel time and mileage at the rate of \$0.50 per mile.

Professional Fees (Continued)

In order to contain costs and pass the savings on to our clients, we are prepared to offer the same level of services identified in this proposal for preparation of a 2018 and 2019 CAFR at the same annual fee quoted for the 2017 CAFR preparation. We will freeze this rate and annual contract amount with the signing of a multi-year contract not to exceed three (3) consecutive report years. This fixed rate is contingent upon the City's agreement that the scope of work will remain the same for this and the subsequent years and that no significant change in accounting policies and/or procedures is anticipated which will potentially alter the required level of service. We are confident that you will agree that such cost containment measures provide both current and long-term benefits to the City.

The multi-year contract option is included on the contract document and requires an appropriate approval signature on the line provided which will designate the term of the contract. We hope that you are able to take advantage of this opportunity so that we may continue to provide you with the highest quality of service at the best possible price.

Our fee to provide management and technical oversight in the report preparation, as outlined in the Summary of Work to be Performed **(excluding an allowance for mileage reimbursement)** will be:

<u>Report Year</u>	<u>Report Fee</u>
2017	\$17,000
2018	17,000
2019	17,000

The amount that will be billed to the City of Reynoldsburg for the project is as noted in the table above **(excluding an allowance for mileage reimbursement)**. The hourly rate quoted above will not increase during the term of the contract. The proposal is a maximum not to exceed bid for the scope of services defined by this proposal, the City will not pay more than the amount noted above provided the scope of services does not change.

Billing

Our practice is to bill in monthly installments covering the period worked on the engagement. Billings are due and payable upon receipt.

SUMMARY OF WORK TO BE PERFORMED

The objective of this engagement is to provide management, technical and accounting assistance, to the City in the preparation of their 2017 CAFR. It is anticipated that the engagement will be completed by June 30, 2018. The engagement consists of the following:

Management overview, technical assistance, documentation, review and analysis of reversing and adjusting entries and preparation of one copy of the original CAFR which is suitable for preparing additional copies as required by the City.

An outline is provided below which indicates the major components of the project. The outline is not intended as a comprehensive work plan, but rather an overview of the services to be provided.

Management overview, technical and accounting assistance and limited data collection activities.

- Assess current records related to the CAFR and identify alternative approaches for record keeping and suggest formats for future data collection which will improve the efficiency of data collection.
- Organize and document in journal form all reversing entries.
- Post reversing entries to **CAFR-Unlimited™**.
- Identify major subsidiary detail required to assemble accrual oriented statements (i.e. payables, receivables, capital asset detail, vacation/sick leave balances, etc.)
- Identify source of information and appropriate collection criteria for detailed information identified in the above task.
- Modify software applications to incorporate new funds and/or fund reclassifications that have occurred during the last fiscal period.
- Assure that the City is in compliance with all new GASB pronouncements effective since the last reporting period.
- Provide for centralized collection, organization and summarization of detail required for accrual adjustments.
- Utilize existing software models to input the data collected for aggregation and presentation.
- Download ending cash balance, receipt and disbursement figures from ASCI II file or Microsoft Excel® file into **CAFR-Unlimited™**.

SUMMARY OF WORK TO BE PERFORMED

(Continued)

- Execute various tasks required for accumulation of detailed financial information to be used in the preparation of the CAFR.
- Continuously monitor adherence to task assignments and adjust resources where necessary to satisfy deadlines.
- Obtain original and final budget amounts for major funds.
- Post adjusting accounting entries to **CAFR-Unlimited™** to develop the trial balance.
- Identify and eliminate appropriate interfund activity.
- Make final determination of major funds.
- Identify program revenues.
- Collect information to categorize net assets.
- Prepare reconciliation between government-wide financial statements and fund based financial statements.
- Prepare statement formats for all required financial information including all basic financial statements, notes to the basic financial statements and appropriate financial schedules.
- Provide draft copy of financial section of the CAFR along with supporting workpapers to the City's auditors.
- Make mutually agreed upon changes/corrections to the financial section as a result of the audit.
- Assist in the preparation of the statistical section of the CAFR by advising staff on data required and preparing final print routines for inclusion in the CAFR.
- Assist in the preparation of the introductory section of the CAFR by advising staff of specific requirements for the introductory section. Due to the unique nature of the introductory section, the City is responsible for preparing a draft of the transmittal letter to be included in the 2017 report.
- Assist in the preparation of Management's Discussion and Analysis (MD&A).
- Prepare in final form all print routines required for presentation in the CAFR and analyze same using review criteria established for GFOA reviewers.
- Finalize statement preparation formats for the CAFR and prepare one (1) final PDF version of the report suitable for fulfilling the City's GFOA filing and printing needs.

Service Department**Bill Sampson****7232 E. Main Street****Reynoldsburg OH 43068****614-322-6884 Phone****ORDINANCE REQUEST**

DATE: November 13, 2017

TO: Finance Committee

RE: ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO
CONTRACT WITH OHM ADVISORS FOR PROFESSIONAL
COMPREHENSIVE MASTER PLAN SERVICES AND
APPROPRIATING FUNDS THEREFORE.

The City of Reynoldsburg does not have an up-to-date Comprehensive Master Plan. The last Plan was created in 1992. A Master Plan will provide both a short- and a long-range vision for the built environment in the City. It will guide the appropriate use of lands within the City in order to protect the public health and safety and to promote general welfare. Among other issues, the Master Plan will assist City Officials identify suitable locations for commercial, housing and mixed-use development; locations where the City should increase density, use redevelopment, or intervene in other ways; opportunities to extend and/or improve open space, recreational areas, and civic facilities; strategies for increasing economic development; environmental, historic and cultural resources that need conservation; and strategies for improving infrastructure issues.

As a result, the Master Plan has a direct relationship to the citizens of Reynoldsburg, whether they live, work, or own a business in the community. A copy of the OHM Advisors' statement of qualifications and contract is attached.

Request Appropriation of \$120,000 from the unappropriated General Fund to account number 110.580.5339 Misc. Contract Services.

REQUEST FOR PROPOSAL

PROFESSIONAL COMPREHENSIVE PLANNING SERVICES FOR THE CITY OF REYNOLDSBURG

JULY 21, 2017



CONTENTS

A PROJECT UNDERSTANDING & APPROACH

B INNOVATIVE ENGAGEMENT

C FIRM & SUBCONSULTANT OVERVIEW

D RELEVANT PROJECT EXPERIENCE

E PROJECT TEAM & KEY PERSONNEL QUALIFICATIONS

F REFERENCES

G COST PROPOSAL



AARON DOMINI PROJECT MANAGER

This is a pivotal time for the City of Reynoldsburg. With new opportunities and challenges evolving in the City it is appropriate to pause, consider, and plan for where and how the City should grow in the future. Creating a solid and defensible plan will ensure the city staff and leadership has a blueprint to make informed capital decisions, as well as evaluate future development, resulting in an integrated framework to shape the future of the community.

We believe cities that have a solid vision and plan for the future will be appropriately positioned to thrive. In Reynoldsburg, this includes creating a plan that builds consensus among local stakeholders, identifies area for redevelopment (e.g. Brice and Livingston, Kroger site, Brice and Main Center, and Downtown and Recreation Center sites), and identifies public projects that will attract and support new development and improve the overall quality of life in the community.

We believe the OHM Advisors and CT team offers the best balance of local understanding and community planning experience. Together OHM and CT have worked with the City over the past several years to consider and prepare for this important community initiative. We are confident our team will deliver a plan that achieves layered objectives. With our complete team of planners, urban designers, architects, and engineers we are will deliver a plan with a focused vision, a blueprint for growth, and a strategy to guide new investment. We have been committed to serving your community, and if selected, I assure you will have the full attention of our team.

A. PROJECT UNDERSTANDING & APPROACH

PROJECT UNDERSTANDING

Create a comprehensive plan rooted in community values and aspirations, technically informed by an evaluation of land use, infrastructure, market conditions and trends, and backed by strategic recommendations to strengthen the community.

The process is just as important as the Plan.

Community buy-in is critical, and the planning process itself is a vital step in creating the framework for executing the Plan. The process should function to educate and communicate to the community how they can participate in the development and implementation of the Plan.

Why the OHM Team?

The OHM planning team will work with staff to develop a planning process that is tailored to the project, and work to ensure the process is transparent and engaging for all community members. Our approach includes a branding and communication strategy for the process itself, giving all materials and meetings an identifiable look and feel.

Change is important, but direction is critical.

It is understood that there is momentum and a continued desire for positive change in the City, and the Plan should be a catalyst, providing guidance and direction as to how that change can continue. The Plan should answer the question what *kind* of change will be best for Reynoldsburg? But planning for change isn't enough, there must be a specific outcome that can be measured, and a defined roadmap on how to get there.

Why the OHM Team?

OHM has experience in taking large amounts of information or complicated problems and refining them down to their core principles that represent a clear way forward. This is important in determining the direction of future change, and to ensure the community is truly setting the course for the future of Reynoldsburg.

Listen to the silent majority

Today the world of engagement has changed. With busy schedules and social media it is challenging to gain meaningful insight from the traditional public meetings. Today more than ever engaging the public is about making it convenient. With this in mind our approach will include a statistically valid community survey. The result will be strategic insight into the ideas and aspirations of the

community. This will prove to be valuable during and beyond the planning process.

Why the OHM Team?

OHM together with team member Aimpoint have worked together for a decade to integrate statistically market research and public opinion into the community planning initiatives. Our experience results in efficiency and clarity throughout the planning process.

Local stakeholders are critical to the process.

Local stakeholders are critical to create a well-informed plan. As part of our process we will engage local stakeholders to help inform the development of the planning process. This may include the Reynoldsburg Chamber, Schools, Churches, and civic groups.

Why the OHM Team?

Experience. Our team of planners has considerable experience in running engagement processes, and is able to find common ground and ways to move forward with collaborative and competing groups.

Guide & promote new economic development initiatives in targeted areas.

Every community needs a healthy economy to thrive, and the Plan should recognize the City's current economic strengths and outline where new opportunities for economic and job growth can occur. As part of the planning process we will consider how areas like Brice and Livingston, the Kroger site, Brice and Main Center, and the Downtown can and should be redeveloped.

Why the OHM Team?

OHM Advisors' team of planners, real estate experts, engineers, and land planners can help identify and implement creative solutions to grow new economic opportunities in these areas. The Plan will offer specific strategies for orienting the City to leverage its assets and regional location to further enhance economic opportunities and quality of life in the City.

A. PROJECT UNDERSTANDING & APPROACH

A need for a holistic approach that integrates planning, engineering, design, and economic development.

A Comprehensive Plan needs to be inclusive and consider a 360 degree view of the City. This should include reviewing, planning for, and balancing land use, infrastructure, economic development, housing, community character, and quality of life amenities.

Why the OHM Team?

The OHM and CT team provides a multidisciplinary and holistic perspective. Something incredible grows out of a team of experts with individual specialties—ideas with bigger impact. More energy. And more synergy in less time. Within our team makeup collaboration will breed higher-grade solutions.

A plan that serves as a playbook, not a 'book end'.

What good is a plan if it's unusable? All the effort, time, and money shouldn't go to waste on a plan that nobody uses. A good plan should always answer the question *"what's next?"* and serve as a *playbook* on how to get there.

Why the OHM Team?

Our team will be focused on delivering a plan that is visionary and legally defensible, resulting in a guide to support the planning and decision making of the Reynoldsburg team of staff, and elected and appointed officials. Additionally we will be focused on outlining recommendations for future public projects that will guide and inform future capital planning.

METHODOLOGY

The OHM Advisors team has outlined an approach that is designed to achieve the objectives outlined in the RFP. The proposed approach is organized into five phases outlined below and described in more detail in the following section.



PHASE 1:
PREPARING FOR
THE PLAN



PHASE 2:
UNDERSTANDING
THE CONTEXT



PHASE 3:
ENGAGE AND
LISTEN



PHASE 4:
DEVELOPING THE
PLAN



PHASE 5:
FINALIZING THE
PLAN, SETTING UP
IMPLEMENTATION

WHY ARE WE INTERESTED?

We are passionate about the communities where we live and work. We believe our breadth of experience and expertise will serve Reynoldsburg well throughout the planning process and in the creation of a clear path forward.

HOW IS THE OHM TEAM A GOOD FIT?

Our project understanding provides a synopsis of the key areas or aspects that need to be addressed in the process, and how we are uniquely qualified to contribute to this important and exciting project.

A. PROJECT UNDERSTANDING & APPROACH



PHASE 1: PREPARING FOR THE PLAN

Task 1.1 – Getting Organized

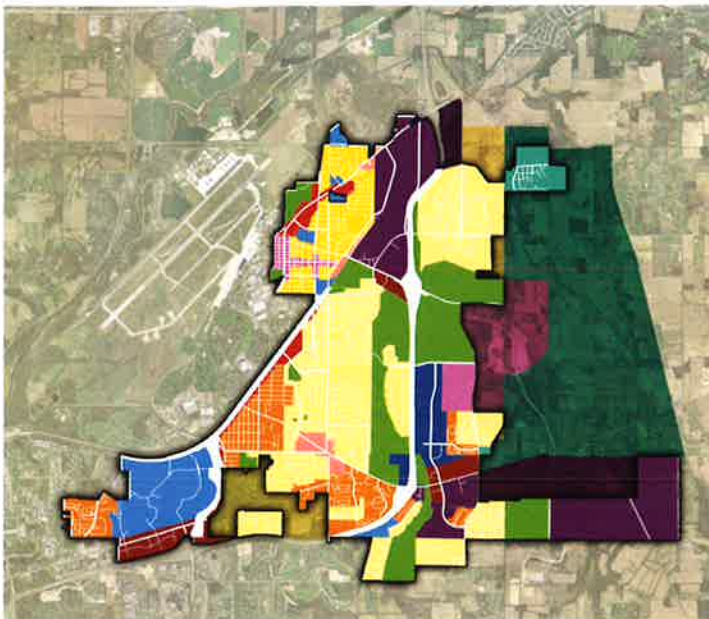
OHM Advisors and staff will have a ‘kickoff’ work session. The intent of this session is to familiarize the OHM Advisors team with key planning and development issues, develop a steering committee structure and invite members, and establish the finalized logistics and detailed schedules for the project.

Task 1.2 – Develop Project Brand and Website

As part of this task, OHM will develop a project logo and brand, as well as a project website. The website will serve as the main social media outreach tool. The website will be developed and housed by OHM unless otherwise requested by the client. The website will be utilized as a resource to disseminate information, solicit digital feedback, and provide project updates. Note that these branding elements will be specific to the project, and not interfere with the branding of the city / community.

Task 1.3 – Assemble Mapping Data and Prepare Maps

As part of this task, the planning team will collect and assemble data to create base maps of Reynoldsburg. This step will utilize data provided by the City of Reynoldsburg, Franklin / Licking County, and various state organizations. The data will be compiled and organized to create a series of maps using AutoCAD and GIS software. These maps will be used in later tasks.



Future Land Use Map, Fairborn, OH

Task 1.4 – Review Current Plans and Policies

OHM will assemble and review all relevant planning and zoning documents that directly address the current and future conditions of the City. This will include, but is not limited to, zoning district maps, development policies, and capital improvement plans.

Task 1.5 – Project Kick-Off (Steering Committee Meeting 1)

OHM will begin the project by facilitating a kick-off meeting with the steering committee to review the project work plan and project schedule. The kick-off meeting will serve as a way to make sure all the participants in the planning process understand the schedule and deliverables that will result from each task. OHM will lead an open and transparent discussion with the steering committee that focuses on the end result and process to ensure all expectations are met. The planned outcome of the discussion will be a set of project goals the consultant team and the steering committee will consider throughout the planning process.



PHASE 2: UNDERSTANDING THE CONTEXT

Task 2.1 – Existing Conditions Analysis

OHM will conduct a thorough analysis of the existing conditions in the Reynoldsburg community. The analysis will focus on past, current, and future trends in the community, and region, which will inform the development of the Plan. This may include but is not limited to the following:

- Demographic and Population
- Land Use
- Park, Open Space, and Recreation
- Development Character
- Community Services
- Mobility
- Public Utilities
- Economic Development
- Downtown

Task 2.2 – Existing Conditions Presentation and Preparing for Community Outreach (Steering Committee Meeting 2)

OHM will present the findings of the existing conditions research to the steering committee for review. OHM will use a combination of editing and auditing techniques at each session to clarify, validate and/or modify the existing conditions research. It is not the intention to discuss and reach agreement on every aspect of the research, rather the intent is to have a discussion related to the research and how it will inform the development of the Plan.

A. PROJECT UNDERSTANDING & APPROACH

OHM will also present key elements of the community outreach strategy. This will include a presentation of the draft community survey for review by the steering committee prior to launching the survey in Phase 3. This will be a critical step to ensure the survey poses questions that are important to the discovery of key issues and opportunities facing the community which will guide the steering committee in the development of the Plan. The steering committee will also be asked to provide stakeholder nominations identifying community members to participate in the small group meetings in Phase 3.



PHASE 3: ENGAGE AND LISTEN

Task 3.1 – Small Public Meetings

The consultant team will meet with prominent groups within the community identified by the client team and steering committee in Phase 2. These may include groups, such as, the Reynoldsburg-Pickerington Rotary Club, the Senior Citizens of Reynoldsburg (SCOR), and the Reynoldsburg City School District. At these meetings, the consultant team will conduct an idea generation and mapping exercise with the groups to initiate dialogue on the future of the City. The consultant team will record these answers, which will be used in later tasks.

Task 3.2 – Town Hall Meeting Presentation

The consultant team will work with City Council to provide a 15-30 minute presentation during the regularly scheduled Town Hall Meetings. This will be an informative presentation, outlining the project and allowing for public inquiry. The presentation will serve as a “kickoff” for the general public engagement initiative and help to build community momentum and bring attention to future public participation opportunities.

Task 3.3 – Online Engagement

The consultant team will provide a web-based survey to be hosted on the project webpage and will be accessible through computers and mobile devices. All activities conducted at the town hall meetings will be duplicated on the website, allowing community members to become involved in the public input process conveniently and without constraints on time and location.

Task 3.4 – Phone Survey

The consultant team will develop and conduct a statistically-valid telephonic survey of citizens and stakeholders/business community members that will provide city officials with strategic insight into their current attitudes, beliefs, and priorities related to the future of the City. This insight will provide a backdrop for the Plan by quantifying perceptions of local economic conditions, expectations, and priority issues of the stakeholder and business community. It will also help identify areas where leaders can communicate more effectively to position the City for the future and address local and regional economic concerns. Note this survey will not include general community satisfaction questions, but will rather be focused on land use and economic development conditions, policies, and future recommendations.



PHASE 4: DEVELOPING THE PLAN

Task 4.1 - Creating the Plan Goals and Objectives (Steering Committee Meeting 3)

The purpose of this meeting is to translate the results of Phases 2-3 into the Plan framework. The existing conditions and community outreach findings will be categorized by each chapter of the Plan, and presented in a clean and concise manner. OHM has developed a technique to enable the steering committee to review the categorized results of the previous tasks to develop goal statements that describe in simple terms the desired outcome for each element of the Plan. Once the goals are established, OHM will present a list of draft development principles. The development principles are statements of intent that describe the desired outcome of future growth and development in the City. OHM will also create and present a draft land use map to the committee for review. The goals, principles, and land use plan will be used to shape a plan for the City, and should be used to evaluate the compatibility of future projects, programs, policies, and developments.

Task 4.2 - Identifying the Target Redevelopment Areas

The purpose of this task is to dig down and apply the vision, goals, and objectives to specific focus areas in the City, such as the former K-Mart site on Brice Road or the Kroger site on Main Street. These areas will be rendered or modeled using computer graphics in detail to illustrate how these areas could be redeveloped with targeted strategies. The results of this task will show how the vision translates to the built environment, and will serve as a powerful marketing tool to communicate the vision and development potential to the private sector.

A. PROJECT UNDERSTANDING & APPROACH

Task 4.3 - Getting It Done – Plan Strategies (Steering Committee Meeting 4)

Once the goals and development principles are created, the next step in creating the Plan is identifying the actions to achieve the goals and principles. During this meeting, OHM will work with the steering committee to develop the objectives and strategies (implementation) to achieve the desired outcomes of goals and principles. Each strategy will include a timeframe, responsible party, and cost estimate to achieve the strategy. This will help guide and inform the City when managing the Plan in the future.



PHASE 5: FINALIZING THE PLAN, SETTING UP IMPLEMENTATION

Task 5.1 – Prepare Draft Plan (Steering Committee Meeting 5)

OHM will prepare the initial draft of the Comprehensive Plan. All previous work will be integrated into this draft. OHM will submit the document to the client team for comments. The staff comments will be addressed and the draft will be submitted to the steering committee for review. The outcome from these meetings will be incorporated into the final draft that will be recommended for adoption by the steering committee.



Task 5.2 – Town Hall Meeting 2/Online Review

OHM Advisors will participate in a second town hall meeting to present the final Plan. The meeting will offer the public an opportunity to review the final Plan and provide feedback to the planning team. The goal of the meeting will be to give citizens an opportunity to ask questions of the City staff, the steering committee, and OHM/CT. Participants will have the opportunity to fill out a comment card in response to the information presented.

Task 5.3 - Implementation and Accountability Plan

The consultant team recommends that implementation steps be taken immediately following the release of the report in order to benefit from the momentum and good-will created by the planning process. The consultant team will create an implementation plan and advise the City on the implementation and long term management of the Plan. This will include a standalone accountability plan/matrix that is intended to be used on a more 'day to day' basis instead of the full Plan.

Task 5.4 - Final Plan Deliverables

After review and adoption by the elected and appointed officials, OHM Advisors will provide:

- five bound copies and an electronic copy of the Final Comprehensive Plan;
- all maps and technical data to be organized, digitally packaged (ArcView file format), and delivered to the City;
- an electronic PDF of all project related files as requested by the client.

PROJECT TIMELINE

PROJECT PHASES	MONTH									
	1	2	3	4	5	6	7	8	9	10
PHASE 1: PREPARING FOR THE PLAN										
PHASE 2: UNDERSTANDING THE CONTEXT										
PHASE 3: ENGAGE AND LISTEN										
PHASE 4: DEVELOPING AND TESTING THE PLAN										
PHASE 5: FINALIZING THE PLAN, SETTING UP IMPLEMENTATION										

B. INNOVATION IN CITIZEN ENGAGEMENT

A PUBLIC ENGAGEMENT STRATEGY THAT GOES BEYOND THE EASEL

Our team is well versed in soliciting public input for planning projects and we use a diverse range of platforms and methods to gather information. The public engagement strategies that our team will utilize will include:



Public Meetings

At public meetings, the community will be asked to provide their input in a fun and engaging series of activities. The outcomes of these meetings include:

- What are the common themes of issues or opportunities in Reynoldsburg?
- What areas of the City are working well?
- What areas of the City are appropriate for growth or preservation?

- *Mentimeter* – To provide real-time responses in a public setting. Mentimeter is a quick, fun way to get feedback directly from a participant's smart phone with the feedback available immediately.

- *Mail-In Surveys* – Surveys are mailed to all community/neighborhood residents. A pre-stamped/pre-addressed return envelope is provided to encourage a higher response rate.



Multi-Platform Public Input Methods

A multi-platform approach is essential for reaching the entire population of the City. For people who can't make a public meeting, there are ample opportunities for them to engage:

- *Website* – A project specific website will be created to host all materials created throughout the process, and will provide a platform that communicates the intention of the plan, schedule, and all digital engagement.
- *Survey Gizmo* – An interactive survey and response tool that can be embedded into any website, kiosk, or function on its own. This platform can ask a number of question types in a visually engaging, straightforward manner.



Graphics

Rendered plans, illustrative conceptual renderings, and reports can give a real, substantive idea of what the Plan is recommending, generating excitement and support for the Plan. Displays can be offered for public comment in the following ways:

- Presented at a public forum, with comment sheets and self-addressed envelopes provided.
- Presented in strategic locations throughout town, i.e. businesses, with comment sheets and self-addressed envelopes provided for comments.



Community Review of Final Deliverables

Following the development of the Plan strategy, community members will have the opportunity to respond and make recommendations.

KEY COMMUNITY MEMBERS

The key community members outlined below will be involved in the planning process to ensure the Plan responds to the needs of the community.



Government
Commissioners
Elected Officials
City Staff



Oversight Group
Civic Groups
Business Owners
Property Owners



Community Citizens
Citizens -
representative
of the City



Regional Authorities
Regional Planning (LUC)

B. INNOVATION IN CITIZEN ENGAGEMENT

OUR ACTIVITIES TOOLKIT FOR MAXIMUM ENGAGEMENT

Our team has worked with a variety of communities, each with a unique set of desires from the public. Passion for engaging communities and building consensus is at the heart of our planning process. Our team has developed several activities to be used during public meetings and online that are designed to be fun and engaging, while providing relevant information that will guide and inform the Plan.



Mapping Activities

A location-based understanding of priority areas.

As a way of gaining insight about specific focus areas in their community, our team will ask the public to identify areas that should be a target for additional scrutiny in the Plan.

Treasure Cards

A gauge of what assets in the community are most important to its residents.

Our team encourages the public to write down one thing that they treasure the most about their community. The results of this are used to develop the elements of the Plan.

Idea Generation and Feedback Exercises

Including the public at every step.

From the conception of the Plan to the final draft, our team verifies our recommended goals, objectives, and actions with critiques and ideas from the public. At the beginning of the planning process, we ask the public to generate preliminary ideas on what the future of their community could look like, creating a foundation for the Plan.

As we develop strategies to include in the Plan, we invite the public to evaluate them using rating exercises and comment cards. This is an effective method of organizing and editing the objectives and actions. When the Plan is nearing completion, we ask the public for final comments and suggestions for improvements.



Investment Activities

A direct way to show where the community would invest their dollars.

Participants are given fake dollars to invest in focus areas. They are also asked to provide specific ideas for how that money should be spent. This activity allows our team to prioritize these focus areas and understand improvement ideas for them.

Text Polling

Taking advantage of today's most popular form of communication.

The text polling outreach effort involves distributing cards at government destinations and events that invite community members to respond to a set of questions through texting. These cards help inform the public of the project while soliciting public input.



C. FIRM & SUBCONSULTANT OVERVIEW

ABOUT OHM ADVISORS

OHM Advisors is a firm of architects, engineers and planners committed to Advancing Communities. Leaders rely on our proven public and private sector expertise, insightful counsel and forward thinking to create lasting, viable places and communities.

We opened our doors in 1962 and have been growing steadily ever since. Today, as we celebrate over 54 years of Advancing Communities, we do so as a fully integrated architecture, engineering, and planning firm with nearly 400 professionals that dedicate their time and talents to our team.

EXPERIENCE...AT A GLANCE

- 15 community plans in the past 2 years
- 65+ mixed-use planning projects
- 10,000+ civil engineering projects
- \$267 million in grants in the past 3 years

ORGANIZATION

OHM Advisors is a privately held corporation governed by a seven member Board of Directors and 33 employee shareholders.

LEADERSHIP AT OHM

OHM Advisors is a privately held corporation governed by a seven member Board of Directors and 33 employee shareholders.

OUR SERVICES

Planning: Corridor Planning, Economic Development, Zoning, Land Use, Private Development, Master Planning

Engineering: Municipal, Transportation and Traffic, Water Resources, Mechanical and Electrical

Urban Design: Parks, Public Spaces, Streetscapes, Gateways, Trailheads, Athletic and Recreation Facilities

Architecture: Design and Documentation, Master Planning, Capital Improvement Planning, BIM, Modeling

Surveying: Topo, ROW, Land, Road, Hydraulic, Bridge, Boundary, Geodetic Control, GIS and GPS, Construction Staking

Construction Engineering: Administration, Inspection, Engineering

Contract Office

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ph. 734.522.6711
fax. 734.522.6427

Principal in Charge

Aaron Domini, Director of Planning
614.474.1114
aaron.domini@ohm-advisors.com

PLANNING WITH PEOPLE IN MIND



LOCATIONS
MI, OH, TN



Attachment: OHM SOQ 1 (OHM Advisors Comprehensive Master Plan Contract)



C. FIRM & SUBCONSULTANT OVERVIEW

PRINCIPALS AT OHM ADVISORS

NAME	BACKGROUND	LENGTH OF ASSOCIATION
Aaron Domini	Planning	7 years with OHM Advisors
Jason Sudy, AICP	Planning	1 year with OHM Advisors
Tony Slanec	Landscape Architecture	13 years with OHM Advisors
Jim Houk, ASLA, AICP	Landscape Architecture	24 years with OHM Advisors
Aaron Call, PE	Transportation Engineering	5 years with OHM Advisors
Daniel Obrynba, AIA, REFP	Architecture	6 years with OHM Advisors
Gary Sebach, AIA, LEED AP	Architecture	24 years with OHM Advisors
David Krock, PE, ENV SP	Municipal Engineering	9 years with OHM Advisors
Gene Esser, PE, PS	Municipal Engineering	9 years with OHM Advisors
Rhett Gronevelt, PE	Civil Engineering	18 years with OHM Advisors
Tracie Williams, PE, LEED AP	Mechanical Engineering	16 years with OHM Advisors
Robert Czachorski, PE	Water Resources/Municipal Engineering	13 years with OHM Advisors
Kent Early, PE	Municipal Engineering	18 years with OHM Advisors
Dan Fredendall, PE	Civil Engineering	34 years with OHM Advisors
Vyto Kaunelis, PE	Environmental and Water Resources	14 years with OHM Advisors
Jon Kramer, PE	Civil/Environmental Engineering	23 years with OHM Advisors
Matt Parks, PE	Municipal Engineering	15 years with OHM Advisors
Vicki Putala, PE	Environmental and Water Resources	24 years with OHM Advisors
Jim Stevens, PE	Municipal Engineering	18 years with OHM Advisors
Pat Wingate, PE	Transportation Engineering	20 years with OHM Advisors
Craig Schripsema, PE	Construction Engineering	7 years with OHM Advisors
Steve Chizek, PE	Civil Engineering	10 years with OHM Advisors
Chuck Rolfe, PE	Civil/Environmental Engineering	4 years with OHM Advisors
Steve Warren, PE	Civil Engineering	4 years with OHM Advisors

C. FIRM & SUBCONSULTANT OVERVIEW

ABOUT CT CONSULTANTS

CT Consultants has grown by continuing the philosophy established more than 90 years ago -- dedication to client needs by serving each and every client in a manner that is distinctive and unique. We are passionate about delivering personal service to clients and have structured our business to satisfy our clients' needs. This approach has enabled CT Consultants to become the trusted name for professional engineering services. Our primary concentration is long term service relationships with our clients while carefully delivering specific project requirements.



Primary Office
7965 North High Street,
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Columbus, OH 43235
ph. 614.885.1700
fax. 614.885.1701

The root of our approach originates in 1922 when Frank A. Thomas left his position as Village Engineer to start an organization that would provide a broad range of engineering services to assist municipalities. CT is now providing the same level of detailed service throughout the region. We attribute our success to our commitment of delivering professional services to clients, not merely targeting individual projects. The institutional knowledge developed in these relationships creates a winning team that effectively and efficiently plans for the future, while addressing immediate project needs.

Issues confronting our clients evolve and change over the years. CT responds to changing client needs by expanding the range of engineering and support services we offer to position our clients for success. Today, CT Consultants' award winning projects, intelligent solutions and spirited commitment further instills the confidence all clients expect - and receive. The enduring tradition of client service remains the key of our core business.

CT CONSULTANTS OFFICERS

NAME	BACKGROUND	EXPERIENCE
Dave Wiles, PE	Ohio State University, BSCE 1981	34 years
Shawn R. Aiken, PE	University of Akron, BSCE 1994 University of Akron, MSCE 1995	20 years
Mark Brueggemann, PE	University of Dayton, BSCE 1986	30 years
Richard J. Iafelice, PE, PS	Cleveland State University, BSCE 1978 Cleveland State University, MSCE 1982	37 years
Thomas B. Gwydir, PE	University of Akron, BSCE, 1982	33 years
Clyde Hadden, PE	Cleveland State University, BSCE, 1986	29 years
J. Wesley Hall, PE, LEED AP	Ohio University, BSCE 1989	26 years
Craig W. Juday, PE	Purdue University, BSCE 1976	39 years
Christina M. LeGros, MBA	Pennsylvania State University, BS, 1980 Case Western Reserve University, MBA, 1983	32 years
James A. Sayles, PE	Cleveland State University, BSCE, 1980	39 years
Jay W. Shutt, PE	University of Dayton, MBA, 1979 The Ohio State University, MSE, 1974 The Ohio State University, BSAE, 1973	41 years

D. RELEVANT PROJECT EXPERIENCE

CT CONSULTANTS

Municipal Services



CT CONSULTANTS HAS SERVED LOCAL GOVERNMENTS FOR OVER 90 YEARS AND ARE THE CITY ENGINEER FOR MORE THAN 55 COMMUNITIES

CT's staff of engineers, architects, planners, and technical specialists has the experience and expertise to investigate, evaluate, design and monitor the construction of municipal infrastructure renovations, replacements and service expansions. CT's multi-disciplinary services for municipal projects ensures that our clients' needs are met no matter the size and complexity of the project.

CT provides a broad range of municipal services, including:

PUBLIC WORKS

CT is fully experienced in the design and preparation of plans and specifications for all types of public works projects, including wastewater and water systems ranging from small municipalities to large metropolitan areas.

PLANNING

CT has assisted numerous communities develop plans intended to preserve/create a community amenable to the values of its citizens.

STREETS

Our Transportation Division has extensive experience in the design of new roadways, improvements to existing roadways, parking lots for commercial site development, and pavement design and management.

TRAFFIC ENGINEERING

CT provides complete traffic engineering analysis and design services that complement our roadway services. We have a thorough knowledge of local and state DOT policies, programs, procedures and standards.

ARCHITECTURE

CT provides full-service architectural and building engineering services, including site selection, programming, conceptual design through bid and construction documentation, and construction contract administration.

DEVELOPMENT

A fundamental responsibility in any land development project is to protect the health, welfare and values of the community. The planners, development specialists and engineers at CT provide a variety of services relative to this essential aspect of local government.

PLAN REVIEW & INSPECTION

The depth of engineering, architectural and construction staff allows CT to provide local governments with a diverse skill set for review and inspection services. CT also has both Certified Plans Examiners and Certified Building Officials on staff.

ADMINISTRATIVE

As part of our municipal services, CT provides administrative support including serving as city/village engineer/representative, attending and participating in council meetings, planning & zoning meetings and providing consultant oversight.

C. FIRM & SUBCONSULTANT OVERVIEW

ABOUT AIMPOINT

Aimpoint Research offers a competitive edge by fusing qualitative and quantitative research with professional analysis and innovative visualization techniques to provide insight into the Reynoldsburg community. Get a true sense of the thoughts and opinions of Reynoldsburg, not just the group of people who are willing and able to attend a public meeting.

The ability to solve problems and overcome challenges begins with understanding. Aimpoint takes market research to the next level and helps the leaders of Reynoldsburg make more informed decisions to guide the planning process in a way that is truly representative of the community.



Primary Office
575 West 1st Avenue
Suite 100
Columbus, OH 43215

Primary Contact
Brett Sciotto, CEO
614.225.6300

Comprehensive Solutions*

Aimpoint fuses proven research methodologies, advanced collection techniques, superior analysis, and inspired presentations to provide a comprehensive understanding of the trends, wants, and needs of the Reynoldsburg community.



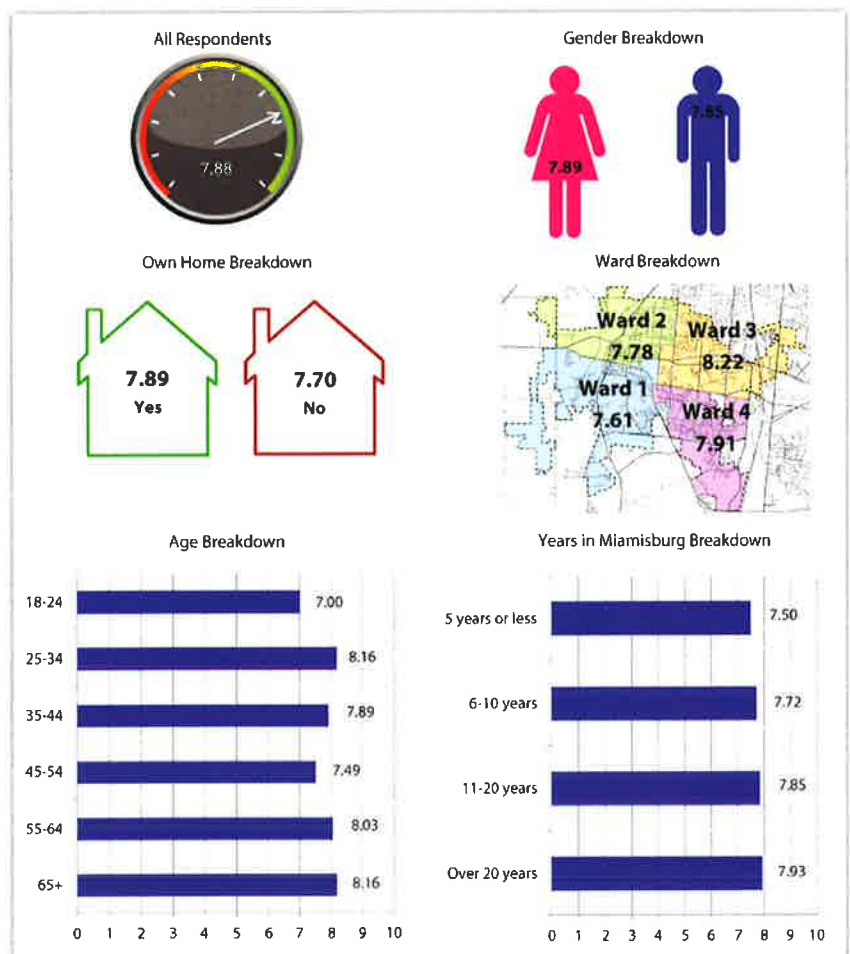
Informed Strategies*

Aimpoint provides unprecedented insight into the most impactful minds of a community's success and help them channel that knowledge into effective action plans.



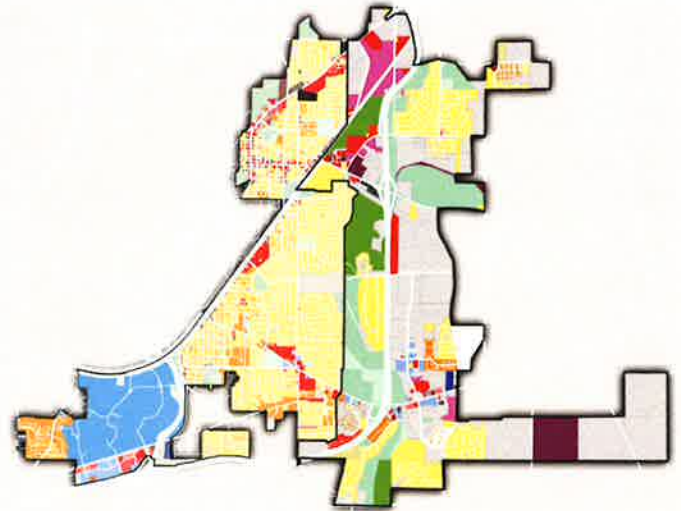
Insights into different segments of the City*

Aimpoint's telephonic survey approach will allow decision-makers to know with a high degree of confidence, insights into various segments of the City's population.



D. RELEVANT PROJECT EXPERIENCE

City of Fairborn – Comprehensive Plan Fairborn, Ohio



A PROACTIVE PLAN INFORMED BY TECHNICAL RESEARCH AND PUBLIC INVOLVEMENT

In 2015, the City of Fairborn initiated a process to update the Fairborn Comprehensive Land Use Plan which was originally prepared in 1991. This planning process was completed in the spring of 2016. OHM Advisors understood the preservation and growth of downtown Fairborn was the key initiative for the community. Building on the work already completed, our team developed targeted strategies to promote the downtown as a local and regional destination.

A concerted effort was undertaken to engage the community in the creation of this Plan and to provide clear direction to elected and appointed officials for carrying out the community's vision for the future. At the heart of the proposed public outreach strategy was a statistically valid telephonic community survey ensuring the process reached the silent majority, adding to the responses received in the public meetings.

The Comprehensive Land Use Plan update process spanned approximately twelve months and included both technical research and public involvement, resulting in an intuitive, informed, and proactive document.

By employing an innovative planning process, Fairborn sought to develop a truly comprehensive plan that fully integrates land use, transportation, parks and open spaces, and other public amenities.

COMPLETION
2016

SERVICES PROVIDED
Planning
Community Engagement

CLIENT INFORMATION
The City of Fairborn
Michael Gebhart,
Community Development Director
44 W. Hebble Avenue
Fairborn, OH 45324
937.754.3056

Attachment: OHM SOQ 1 (OHM Advisors Comprehensive Master Plan Contract)

D. RELEVANT PROJECT EXPERIENCE

City of Wooster – Comprehensive Plan

Wooster, Ohio



Located in Northeastern Ohio and home to around 26,000 residents, the City of Wooster is a regional center for education, industry, and agriculture. In 2013, OHM Advisors led a process to update the City's aging Comprehensive Plan. This update was in response to recent growth within and around the City as well as changing demographics that were impacting the local marketplace. The goal of the plan update was to create a roadmap for City officials and community members that provides insight into Wooster's current conditions and makes recommendations to guide future policy decisions and development within the City.

The OHM Advisors team worked closely with a steering committee throughout the process and sought extensive input from the community through public meetings, an online forum, and a telephonic survey of residents to ensure the plan was community driven. In total more than 500 community members participated in the process generating more than 1,000 ideas for the future. The result was a process that considered the many voices in the community, and was statistically valid representing the community profile within a +/- 5 percent margin of error.

The plan also includes four Priority Development Areas within the community. These areas present significant redevelopment or development potential and are considered a priority public and private sector reinvestment initiatives. Detailed urban design and development plans were created for each one of these areas which graphically illustrated a redevelopment vision, and outlined the preferred development program for each area.

Figure 7.9: Hospital District - Urban Framework Map



COMPREHENSIVE PLAN RECOMMENDS IMPROVEMENTS FOR CITY TO PROSPER

COMPLETION
2014

COST
\$69,000

CLIENT INFORMATION

City of Wooster
Andrew Dutton,
City Planner
538 N. Market Street
Wooster, OH 44691
330.263.5238

SERVICES PROVIDED

Planning
Urban Design
Community Engagement

Attachment: OHM SOQ 1 (OHM Advisors Comprehensive Master Plan Contract)

D. RELEVANT PROJECT EXPERIENCE

City of Hilliard – Comprehensive Plan

Hilliard, Ohio



Our team was part of a multi-disciplinary team that was hired to help the city create a long-term plan for land use, transportation and mobility, public spaces, and branding. The project was comprehensive in nature and incorporated several other major plans, including the Big Darby Accord and a report prepared by the Project for Public Spaces.

The City, which occupies approximately 11 square miles, had many opportunities for infill and redevelopment. The city was also feeling growth pressure on land outside city boundaries to the west, which was primarily in agricultural production, but pressure for new residential growth was now impacting the area. This area was also adjacent to the Big Darby Creek a nationally designated historic river.

Our team was hired to work with the community to develop the planning process, facilitate an extensive public involvement program, and create a physical plan that reflected the needs and aspirations of the community. Hundreds of citizens participated in the process which resulted in nearly 1,000 ideas. These ideas together with a full market study, and technical analysis of the existing conditions and trends in the city became the foundation for the policy statements in the plan.

The final plan focused on growing inward while strategically growing outward; redeveloping existing commercial areas

in the community with greater intensity and mix of uses – especially focused on diverse housing choices and office uses. These areas were planned to enhance city revenues and improve the overall community appearance and quality of life.

As part of the plan, four focus areas were also identified as locations in the community where infill and redevelopment was a priority. Specific concept plans were developed for these areas which included a plan for Olde Hilliard, an area within the Big Darby Watershed, and a larger commercial area near I-270 where a transit-oriented development scenario was developed in anticipation of commuter rail. As part of this planning effort, our team also developed plans for the existing parks focused on creating “public spaces”; this section of the plan focused on redeveloping existing parks into revitalized community and neighborhood destinations.

COMPLETION
2011

COST
\$300,000

CLIENT INFORMATION
The City of Hilliard
Don Schonhardt,
Mayor
3800 Municipal Way
Hilliard, OH 43026
614.876.7361

SERVICES PROVIDED
Visioning
Planning
Community Engagement
Urban Design

Attachment: OHM SOQ 1 (OHM Advisors Comprehensive Master Plan Contract)

D. RELEVANT PROJECT EXPERIENCE

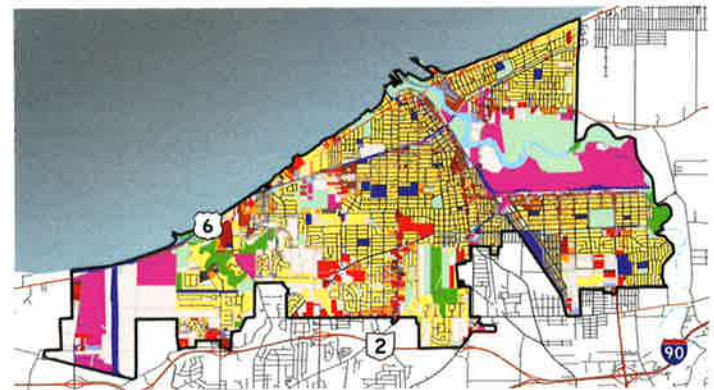
City of Lorain - Comprehensive Plan

Lorain, Ohio



The Lorain Comprehensive Plan maps a new strategy to capitalize on incredible lakefront assets while repositioning Lorain from full reliance on a manufacturing-based economy. The plan looks closely at the relationship between transportation access, potential infrastructure improvements and economic development opportunities. In order to achieve this vision for the future, our team led highly-attended public meetings, seeking input and buy-in from property owners, stakeholders, and public officials. The plan analyzes existing market conditions and provides aspirational, yet real-world concepts for redevelopment. Larger-scale strategies link public realm and infrastructure improvements to regulatory updates, annexation policy, and downtown revitalization.

COMPREHENSIVE PLAN MAPS A NEW STRATEGY TO CAPITALIZE ON INCREDIBLE LAKEFRONT ASSETS



COMPLETION

2017

CLIENT INFORMATION

City of Lorain

Derek Feuerstein
Deputy Safety/Service Director
200 West Erie Avenue
Lorain, Ohio 44052
440.204.2011

COST

Zoning Code: \$48,000
Comprehensive Planning:
\$87,000

SERVICES PROVIDED

Comprehensive Planning
Zoning Code Rewrite
Community Engagement

Attachment: OHM SOQ 1 (OHM Advisors Comprehensive Master Plan Contract)

D. RELEVANT PROJECT EXPERIENCE

City of Gahanna - Economic Development Plan

Gahanna, Ohio



OHM Advisors and Ice Miller worked with the City of Gahanna to create an economic development strategy to guide future planning and investment decisions in the community. The planning process involved studying existing market conditions through technical research and stakeholder interviews, determining recommendations specific to the City's needs and applying those recommendations to areas within the City with the greatest potential to spark development (PDAs).

PLAN OUTLINES TACTICS TO STRENGTHEN LOCAL ECONOMY

To gain a deeper understanding of the economic potential from a regional and local perspective, the team gathered input from the project steering committee, as well as key stakeholders. This input informed the resulting strategy which outlines actionable goals and tactics to strengthen Gahanna's economic vitality and aligns projects, programs, and policies to make sure priorities are being addressed. This will ensure the City's resources are used efficiently to plan for new growth and future plans for development are targeted to areas with the greatest economic potential.



COMPLETION
2015

CLIENT INFORMATION
The City of Gahanna
Anthony Jones,
Director of Development
200 South Hamilton
Gahanna, Ohio 43230
614.342.4015

SERVICES PROVIDED
Economic Development
Planning

Attachment: OHM SOQ 1 (OHM Advisors Comprehensive Master Plan Contract)

D. RELEVANT PROJECT EXPERIENCE

Blendon Township – Westerville Road Area Plan

Blendon Township, Ohio

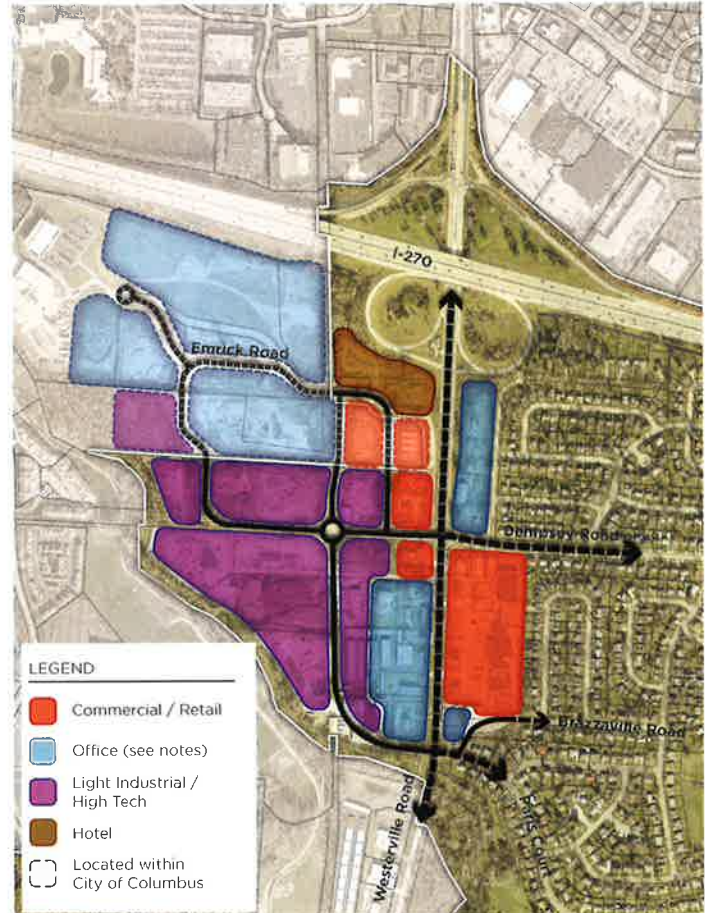


Blendon Township leaders and the Blendon / Westerville Joint Economic Development Zone (JEDZ) Board needed a strategic redevelopment plan to guide future planning and investment decisions in and around the Westerville Road Corridor area. OHM Advisors led the Township and the JEDZ through a planning process to evaluate the current and future development potential for various market segments in the Corridor, identify target development areas, and develop a vision and strategy for these areas that will respond to opportunities in the regional marketplace.

The Plan serves as a guide for future development and policy decisions that reflect the community's long-term vision, goals, and priorities, balanced with an understanding of marketplace conditions. It will assist Township staff in communicating the Township's values to potential residents, developers, and businesses.

The planning process included a full market study, the findings of which were used to create a development vision for the Corridor. This vision demonstrates how proposed improvements to the transportation network and future land use plan will coordinate with future development to add to the overall character and aesthetics of the Corridor while also communicating the Corridor's potential to developers and businesses. The Development Vision outlines three distinct subareas of the Corridor: a Travel Center that caters to commuters and travelers and features a fueling station, hotel, and restaurant, all highly visible from the I-270 exit; a Pedestrian Center that emphasizes pedestrian friendly and identifiable retail and office district; and a Technology Triangle appropriate for businesses that need quick access to the interstate and is ideal for small scale businesses, light industrial users, high tech manufacturers, and a larger-scale call center.

The Plan also features an implementation section that outlines economic development tools and incentives to support the development concepts and overall Plan vision including projects, programs, and actions that can be taken by the Township to achieve the desired outcome of the Plan.



AREA PLAN IDENTIFIES DEVELOPMENT CONCEPTS & PROVIDES IMPLEMENTATION OPTIONS

COMPLETION
2015

COST
\$23,000

CLIENT INFORMATION
Blendon Township
Bryan Rhoads,
Village Administrator
6350 S. Hempstead Road
Westerville, OH 43081
614.839.2013

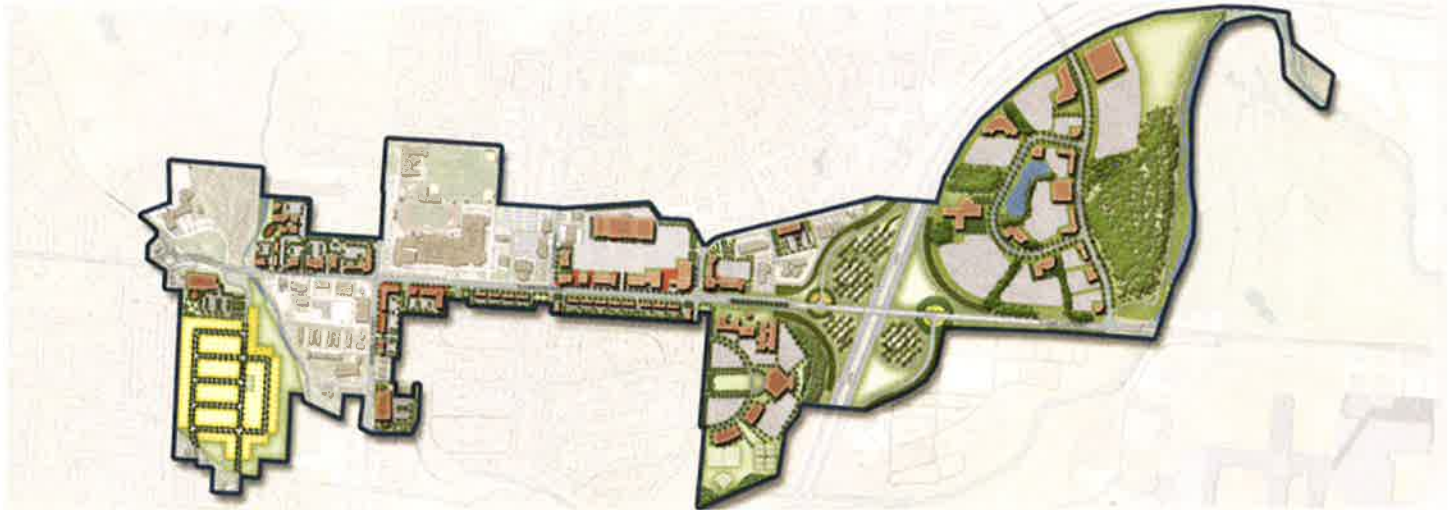
SERVICES PROVIDED
Planning
Urban Design

Attachment: OHM SOQ 1 (OHM Advisors Comprehensive Master Plan Contract)

D. RELEVANT PROJECT EXPERIENCE

City of Gahanna - Hamilton Road Corridor Plan

Gahanna, Ohio



Hamilton Road, the corridor connecting US-62/Granville Street in downtown Gahanna to a large commercial area on Morse Road in Columbus, was identified as an area for improvement during a 2009 led community visioning process.

A PLAN FOR REDEVELOPING A CORRIDOR AND BUILDING COMMUNITY AMENITIES

As such, the City asked our team to continue to build on this vision plan and guide them in creating a plan for redeveloping the corridor. With input from the business and residential community, our team selected "hot spots" throughout the corridor as potential development areas (PDA's). A SWOT analysis of the corridor was performed and goals were established to help set a standard for the PDA sites. Redevelopment plans were created for each PDA site and a variety of uses such as mixed-use, institutional, and residential, were incorporated into the overall design of the corridor. Economic analysis was conducted for each redevelopment area in order for the city to understand the impact and benefits of each PDA.

The implementation of Corridor Design Standards will be the next steps in the planning process to assist in governing the aesthetics of the corridor development/redevelopments.



COMPLETION
2010

COST
\$60,000

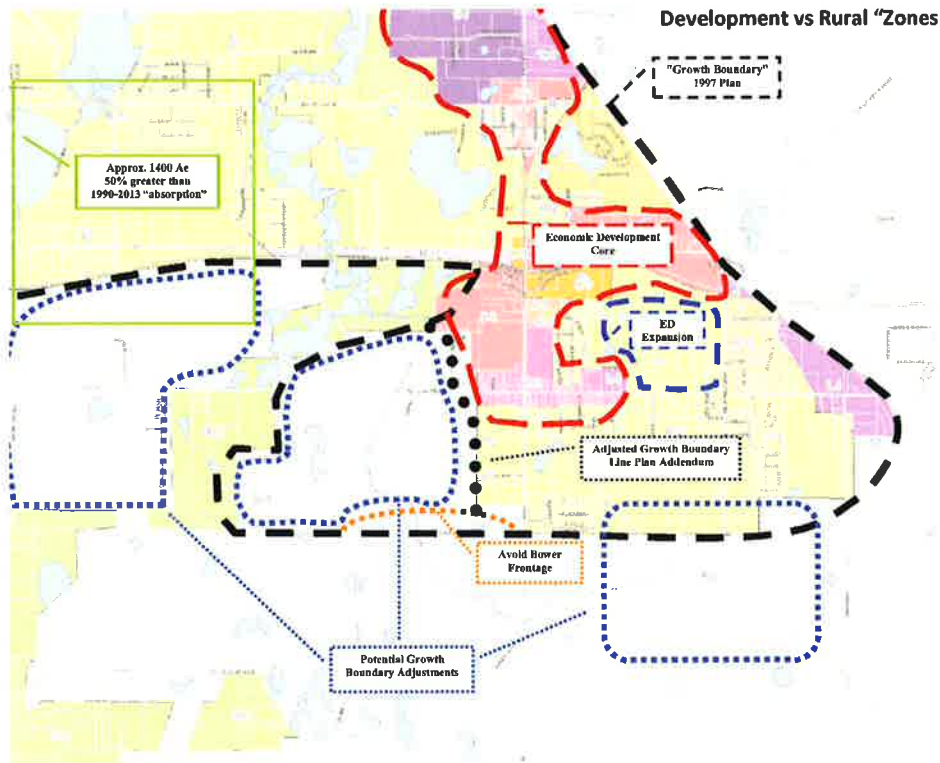
CLIENT INFORMATION
The City of Gahanna
200 South Hamilton
Gahanna, OH 43230

SERVICES PROVIDED
Visioning
Zoning Code Update
Design Standards
Community Engagement

Attachment: OHM SOQ 1 (OHM Advisors Comprehensive Master Plan Contract)

D. RELEVANT PROJECT EXPERIENCE

Rootstown Township – Comprehensive Land Use Plan Update Rootstown Township, Ohio



COMPLETION
2016

CLIENT INFORMATION

Rootstown Township
Joe Paulus, Trustee
3988 SR 44
Rootstown, OH 44272
330.281.8592

SERVICES PROVIDED

Comprehensive Land Use Plan
Committee Meetings
Stakeholder Interviews
Public Forum
Analysis of Regional Development Trends
Mapping Updates
Development Influencer Analysis
Compilation of Baseline Data
Alternative Direction Development

CT Consultants drafted the Township's first comprehensive plan in 1997 and is once again working with the Township on the 2016 Plan Update.

The Northeast Ohio Medical University (NEOMED) has been an anchor in the center of the Township since 1973. In 2011, NEOMED began transforming its campus with new on-site student housing and classrooms, and establishing community amenities such

as the Health and Wellness Complex. The University's expansion plans have a direct impact on the Township's development patterns and economic development potential.

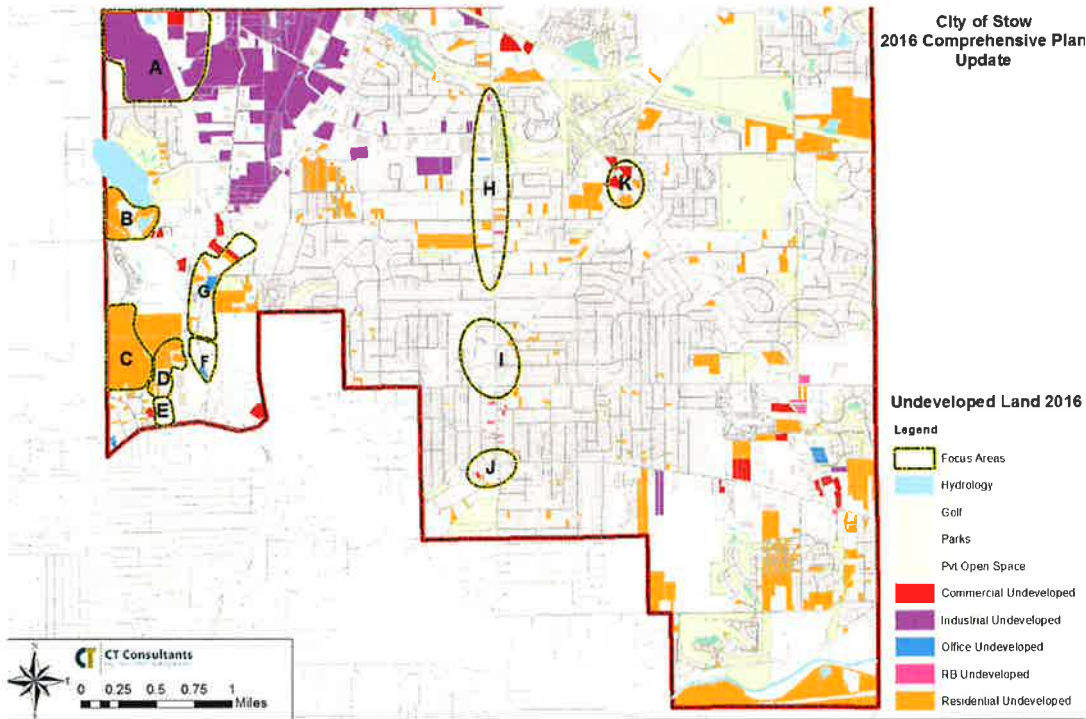
CT is working with an advisory committee comprised of residents, township officials and NEOMED representatives to help coordinate the Township's and University's goals for the future. The Plan Update recognizes the

importance of building on NEOMED as an important asset for the Township – with respect to both the direct long term economic benefit and the equally important indirect benefit related to both “quality of life” and the “marketing benefit” that will positively influence the quality of residential and non-residential development alike.

D. RELEVANT PROJECT EXPERIENCE

City of Stow – Comprehensive Plan Update

Rootstown Township, Ohio



COMPLETION

2017

CLIENT INFORMATION

City of Stow

Rob Kurtz, Planning Director

3760 Darrow Rd.
Stow, OH 44224

330.689.2811

SERVICES PROVIDED

Data Analysis
Focus Groups
Public Meetings
Policy and Strategy
Development
Maps & Illustrations

Assisted the City of Stow in assessing the progress in achieving its long-term vision first established with the 1991 Comprehensive Plan and confirmed by the 2001 Plan Update, adjusted the long-term vision and policies as needed, updated the implementation strategies, and prioritized key action steps.

The process included an assessment of current conditions and trends, including how the city has grown and developed since 2001, along with a comparison to the policies in the 2001 plan.

An ad hoc committee comprised of the Planning Commission members and Council representative worked with the project team throughout the planning process.

Three focus group sessions were conducted with key stakeholders including local business owners and property owners to obtain insights regarding issues, opportunities, and ideas for development. The results of these sessions were then presented at a community-wide meeting which shared information from the city and regional profile, highlighted development-related

accomplishments, and summarized city-wide issues and key factors of various focus areas.

City-wide policies and strategies were then developed that included: enhancing the built environment; economic development, retail policies; residential policies; parks and recreation; environmental protection; and transportation and connectivity.

Additionally, the plan provided a more detailed review of nine specific areas of the City and provided focused area policies and strategies.

D. RELEVANT PROJECT EXPERIENCE

City of Tallmadge – Comprehensive Plan Update

Rootstown Township, Ohio



CT Consultants worked with the City of Tallmadge to develop an update to the City's 1997 Comprehensive Plan. Due to the age of the existing plan, it is not uncommon to revisit, assess and revise existing strategies. In many instances, specific areas of the plan remain unchanged while others, particularly retail/industrial for the City of Tallmadge, need to be re-evaluated and identify areas of focus.

As part of the update, CT Consultants performed a data assessment, developed

and updated mapping, performed interviews with stakeholders, focus group meetings, and met with the City Administration. Several principals were identified in development the Comprehensive plan. These included: maintaining Tallmadge's high quality residential areas; continued focus on economic development; identifying supporting community facilities; and a review emerging themes that will guide policies, implementation and revised approaches.

COMPLETION

2016

CLIENT INFORMATION

City of Tallmadge
David G. Kline, Mayor
46 North Ave.
Tallmadge, OH 44278
330.633.0145

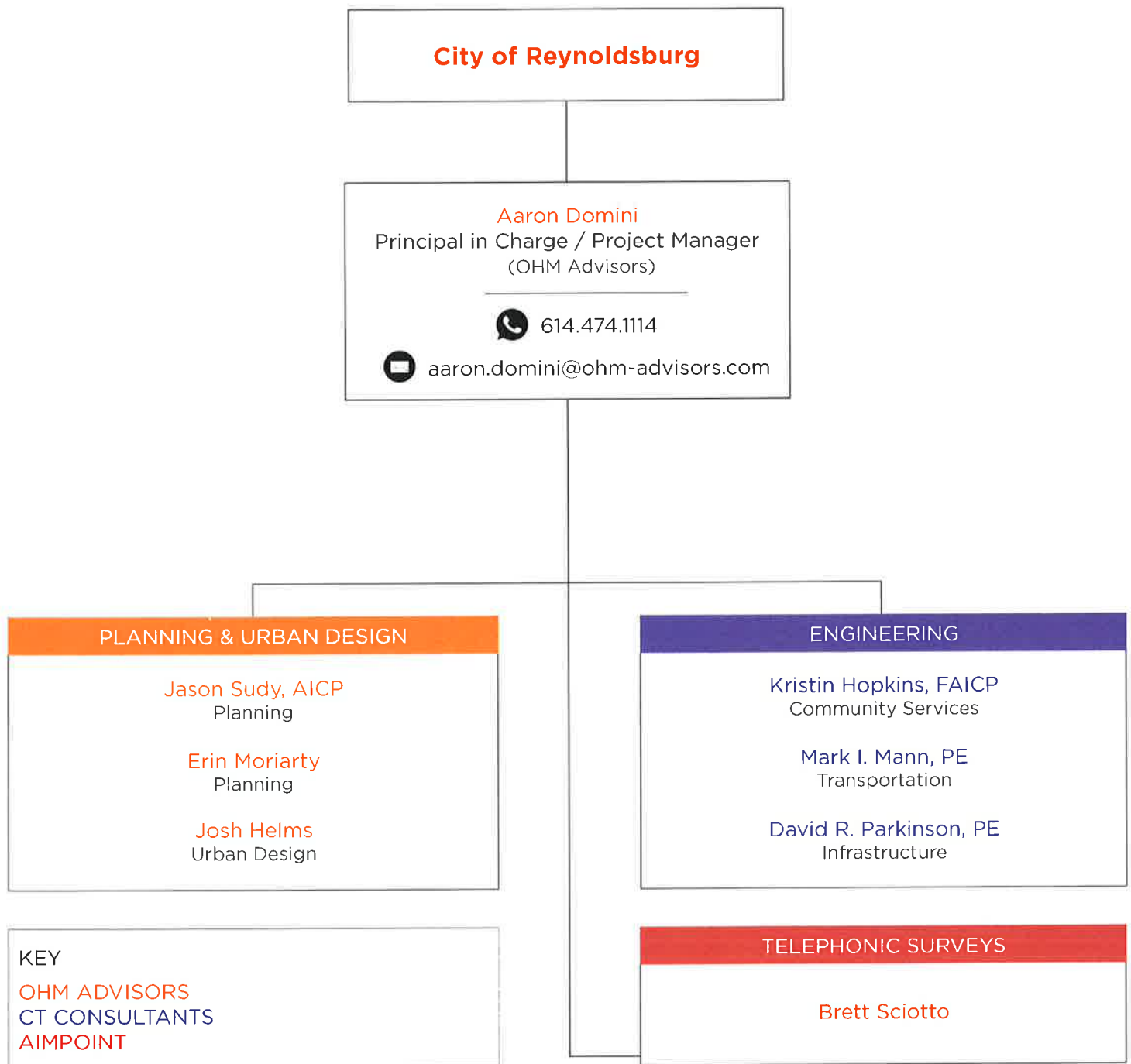
SERVICES PROVIDED

- Data Assessment
- New & Updated Mapping
- Focus Group Meetings

E. PROJECT TEAM & KEY PERSONNEL QUALIFICATIONS

OUR HOLISTIC APPROACH

OHM Advisors attests to the fact that the key personnel provided within this Statement of Qualifications have adequate availability to provide the services as outlined in the Request for Qualifications. We have over 400 professionals firm-wide to provide as-needed support to the City of Reynoldsburg.



Attachment: OHM SOQ 1 (OHM Advisors Comprehensive Master Plan Contract)

E. PROJECT TEAM & KEY PERSONNEL QUALIFICATIONS

Aaron Domini (OHM) | Principal in Charge / Project Manager



Background

Aaron has played a key role in developing a variety of plans for urban, rural, experience in community planning, economic development, and public policy. With over 14 years of experience, Aaron leads planning projects that build community and promote new economic opportunities for his clients. Prior to joining OHM Advisors, Aaron served as a public sector planning administrator which contributes to his ability to create plans and codes that are easily understood and implemented. Passionate about including citizens at the heart of the planning process, Aaron excels at leading and facilitating public participation to build stewardship, consensus, and support throughout the communities he serves.

Select Relevant Experience

Fairborn Land Use Comprehensive Plan Update, Fairborn, OH

Project Manager; The Comprehensive Land Use Plan update process spanned approximately twelve months and included both technical research and public involvement, resulting in an intuitive, informed, and proactive document.

Lorain Comprehensive Plan and Zoning Code Update, Lorain, OH

Project Manager; Key member of the planning team contributing to public participation and outreach efforts, facilitation of meetings with the public and steering committee, graphic representation of geospatial analysis, and strategic document text. The plan includes strategies for neighborhood stabilization and growth, economic development, business attraction, downtown revitalization and tourism.

Wooster Comprehensive Plan, City of Wooster, OH

Project Manager that assisted the City of Wooster with an update to their comprehensive plan. Our team worked closely with a steering committee and sought input from the community to ensure the plan protects and enhances the character of the community. Aaron led the extensive public engagement which resulted in a plan that identifies a vision and goals for the future and incorporates land use, transportation, utilities, public services, and parks and recreation.

Hilliard Comprehensive Plan, Hilliard, OH

Senior Planner/Project Manager; Aaron was the primary project manager for developing a comprehensive plan for the City of Hilliard, Ohio. The development of this plan focused around extensive public input. The pinnacle of the public input and plan development was a two-day design charrette in which a series of area plans were created for the plan. This plan also included a brand and character report that defined the “image” for the city through physical design elements, and land use planning strategies.

Marysville Uptown Plan, Marysville, OH

Project Manager; The Strategic Development Plan will help position the City to experience growth in a manner that is compatible with the nature of the community, maximizes opportunity, appeals to current market trends, and contributes to the overall quality of life in the community.

Education

- Master of City and Regional Planning, The Ohio State University, 2004
- Bachelor of Science, Fort Lewis College, 2002, Cum Laude

Experience

With OHM since 2010
8 years prior experience

Professional Affiliation(s)

- American Planning Association, Central Ohio Chapter
- The Ohio State University - Knowlton School of Architecture Adjunct Faculty, 2009-Present
- Ohio, Kentucky, Indiana Regional Council of Governments, 2012 Conference Committee, 2011-2012
- National Trust for Historic Preservation Member, 2009 - Present
- American Planning Association Member, 2004 - Present
- Michigan Planning Association Member
- Ohio Planning Association Member, 2010 - Present
- The Urban Land Institute, Design Juror

E. PROJECT TEAM & KEY PERSONNEL QUALIFICATIONS

Jason Sudy, AICP (OHM) | Planning



Background

Jason Sudy has 19 years of professional urban planning experience with both public and private sector clients. He has a demonstrated track record of client satisfaction and a thorough understanding of the professional planning practice.

Select Relevant Experience

Lorain Comprehensive Plan, Lorain, OH

Principal-in-Charge. The Lorain Comprehensive Plan maps a new strategy to capitalize on incredible lakefront assets while repositioning Lorain from full reliance on a manufacturing-based economy. The plan looks closely at the relationship between transportation access, potential infrastructure improvements and economic development opportunities. In order to achieve this vision for the future, our team led highly attended public meetings, seeking input and buy-in from property owners, stakeholders, and public officials. The plan analyzes existing market conditions and provides aspirational, yet real-world concepts for redevelopment. Larger-scale strategies link public realm and infrastructure improvements to regulatory updates, annexation policy, and downtown revitalization.

Siemens Redevelopment Assessment and Planning, Mount Vernon, OH

Principal-in-Charge. Siemens Corporation is in the midst of a large-scale downsizing in Mount Vernon. As the latest business interest at this 100 year-plus industrial site, this area has been a major jobs supplier to the city throughout its existence. Located only a few blocks from the historic town square and partially integrated into the city street grid, this site is unlike a typical industrial park. Collaborating with ms consultants and their facilities assessment, OHM is leading the planning approach to reposition the facility as an industrial site for the next generation. The concept of “walkable urban industrial” is driving the planning concepts and the relationship to the larger city and region. With excellent rail service, but challenging highway access to the site, the plan will outline a larger positioning strategy. Site development options are being explored, determining ways to repurpose existing facilities in a manner that serves users of various scales and requirements. The study will be complete in April of 2017.

Brice Tussing Market Study, Columbus, OH*

Lead Planner; Jason collaborated on the urban design and planning analysis of the Brice Tussing Market Study. This project crafted near-term strategies and longer term policy guidance to change a market area in recovery from steep decline.

Establishing a thorough market analysis bolstered by significant public input, the plan establishes a new direction for the area. In addition to market strategies, the plan focuses on strategic target areas, suggesting potential redevelopment approaches which involve new approaches to land use and site design as well as transportation access. Policy changes were also investigated with regard to zoning and land use policy. Limited public amenities in the area might be leveraged to create the basis for change and capitalize on the remaining destination businesses in the corridor.

**Work completed prior to joining OHM Advisors.*

Education

- Masters of City and Regional Planning, The Ohio State University, 1997
- Bachelor of Arts in Political Science, Case Western Reserve University, 1992

Experience

With OHM since 2016
19 years prior experience

Professional Certification(s)

Certified Planner, American Institute of Certified Planners

Professional Affiliation(s)

- American Planning Association
- The Ohio State University
- Italian Village Commission, Vice Chairman, 2004-2016

E. PROJECT TEAM & KEY PERSONNEL QUALIFICATIONS

Erin Moriarty (OHM) | Planning



Background

Erin is passionate about planning for people, believing a successful community stems from happy, healthy, and active residents. Utilizing her background in the visual arts, she strives to produce inclusive and effective public engagement methods, connecting with residents and empowering them to share ideas and take ownership of their community's future. Erin's previous experience working for the public sector on planning initiatives, both for a mid-size city and multi-county regional planning authority, have prepared her for the multitude of wide ranging goals communities aspire to achieve.

Select Relevant Experience

Education

- Masters of City and Regional Planning, Ohio State University, 2015
- Bachelor of Fine Arts in Fine Art, University of Dayton, 2011

Experience

With OHM since 2015
3 years prior experience

Professional Affiliation(s)

- American Planning Association Member 2015- present
- American Planning Association, Central Ohio Chapter
- Urban Land Institute

Lorain Comprehensive Plan, Lorain, OH

Key member of the planning team contributing to public participation and outreach efforts, facilitation of meetings with the public and steering committee, graphic representation of geospatial analysis, and strategic document text. The plan includes strategies for neighborhood stabilization and growth, economic development, business attraction, downtown revitalization and tourism.

Fairborn Comprehensive Plan, Fairborn, OH

Planner for this twelve-month public planning process for the City of Fairborn. Key roles included coordinating and creating promotional collateral for all meetings and events, performing the foundational research and data analysis, and generating maps and graphics for the final document.

Canal Winchester Old Town Plan, Canal Winchester, OH

Planner and Project Coordinator that facilitated meetings with the task force, stakeholders, and public in order to ascertain the community's priorities for growth during this intensive six-month planning process. Results culminated in a succinct action plan for the city's stakeholders and staff to enact positive change in the Old Town district. The Plan includes illustrated projects for both the public and private sectors including development data, site plans, and key implementation steps.

Newark Vision Plan 2028, Newark, OH

Planner and Project Coordinator for this ongoing planning process that aims to build a framework for growth over the next ten years. Utilizing extensive outreach methods to gather input from residents and stakeholders of Newark, the plan will hone in on the community's key goals and develop a strategy for implementation.

Imagine Downtown Massillon Plan, Massillon, OH

Planner and Project Coordinator for this accelerated five-month downtown planning and public participation process. The project involved coordination between city staff and OSU students tasked with data collection and analysis of existing conditions as well as extensive public input, which led to strategies for new civic space in the downtown. This includes a new layout for planned streetscape improvements, a complete redesign of a municipal courtyard into an inclusive public park and performing arts venue, and economic development tools for historic preservation and new business attraction in the downtown.

E. PROJECT TEAM & KEY PERSONNEL QUALIFICATIONS

Josh Helms (OHM) | Urban Design



Education

Bachelor of Science in
Landscape Architecture, The
Ohio State University, 2003

Experience

With OHM since 2014
11 years prior experience

Professional Affiliation(s)

- The Ohio State Knowlton
School of Architecture
Alumni Society Board of
Governors
- Mentor Program, The Ohio
State University

Background

Josh has over twelve years of experience in all areas of landscape architecture ranging from large planning projects to small urban design projects. As the lead designer for most of OHM's planning and landscape architecture projects, Josh is intricately involved in the conceptual design and schematic design phases of most projects and stays involved through construction administration to ensure continuity and provide his clients a seamless design experience.

Josh's creative vision and problem solving ability allow him to develop unique and thoughtful solutions for clients, from the development of parks to streetscape amenities to site planning for new development. His acute attention to detail ensures that sound decisions are made throughout the design and construction process. Prior to joining the OHM Advisors team, Josh was a Project Manager at POD Design for eleven years.

Select Relevant Experience

Reynoldsburg Park, Reynoldsburg, OH

Lead Designer; Josh is leading the design services for a potential greenspace project on the corner of Lancaster Avenue and Main Street. The design incorporates several pedestrian amenities including seating, bike racks, bioswales, interactive water features, a bridge connection to Blacklick Trail, signage, and parking.

Downtown Columbus Mixed-Use Development, Columbus, OH

Lead Urban Designer; responsible for providing site planning services for a mixed-use development in Downtown Columbus. As part of a design competition, our team worked with a developer to create a concept for a mixed-use, urban infill project that includes 250 apartments, 100 condominiums, 100,000 sf of office, and a hotel with 150 rooms. The site is integrated into the regional trail network and features ample public green space for recreation.

LC New Albany Road Streetscape, New Albany, OH

Urban Designer; Lifestyle Communities is currently building a new multi-family development in the heart of New Albany, OH. This development consists of a small town center with retail, clubhouse with pool and the first 'oblongabout' constructed in the area. This 'oblongabout' features an elevated seating area with decorative walls and iron fencing providing a refuge from traffic on either side. A streetscape was introduced within this area to tie in the architecture of the buildings, the 'oblongabout' and the historical accents of New Albany, Ohio. Josh had the task of creating a design for the streetscape that complimented all these elements.

Newark Downtown Streetscape, Newark OH

Urban Designer; The purpose of the project was to create a vision and plan for the future of Downtown Newark, with a focus on streetscaping, wayfinding, and enhancing the existing transportation network. Josh is the lead designer on the project and has been heavily involved in the entire design process, documentation review and direct coordination with the client and sub-consultants.

E. PROJECT TEAM & KEY PERSONNEL QUALIFICATIONS

Kristin Hopkins, FAICP (CT Consultants) | Community Services



Education

Cleveland State University,
MPA Economic Development
University of Cincinnati,
Bachelor of Urban Planning

Experience

28 years

Professional Licenses & Affiliations

- American Planning Association
- American Planning Association, Ohio Chapter
- American Institute of Certified Planners

Areas of Expertise

- Comprehensive City and Neighborhood Planning
- Citizen Participation & Public Meetings
- Land Use and Public Health
- Zoning & Other Land Use Development Regulations
- Development Services

Background

Kris is a certified urban planning professional with broad private and public sector planning experience at the city and neighborhood level, and regulatory experience. Over the course of her career, she has developed a unique combination of expertise including: research; land use planning; economic analysis; zoning, subdivision and storm water management regulations; design guidelines; community surveys, meeting facilitation, project management; and planning education and training.

Kris has continuously served in leadership roles for the Ohio Chapter and Cleveland Section of the American Planning Association since 1991, including Chapter President, Vice President, Treasurer, and Professional Development Officer. She has organized numerous local and state wide planning conferences and educational seminars. In 2016 she was inducted into the Fellows of the American Institute of Certified Planners for her contributions to the planning profession.

Select Relevant Experience

Comprehensive City and Neighborhood Plans

Stow Comprehensive Plan Update - Stow, OH; Comprehensive Plan Update - Rootstown Twp., OH; Comprehensive Land Use Plan - Springfield Township, Summit County, OH; Comprehensive Land Use Plan - Willoughby Hills, OH; Comprehensive Plan Update - Hinckley Township, Medina County, OH; Comprehensive Plan Update - Olmsted Township, Cuyahoga County, OH; Comprehensive Plan Update - Warrensville Heights, OH; Comprehensive Plan - Brooklyn, OH; Comprehensive Plan - Harrisville Township, Medina County, OH; Comprehensive Plan - Ravenna Township, Portage County, OH; Comprehensive Plan - Village of Clinton, OH; Master Plan Update - North Royalton, OH; Master Plan Update - Village of Cuyahoga Heights, OH; Old Brooklyn/Brooklyn Center Neighborhood Plan - Cleveland, OH; Rocky River Drive Master Plan - Kamm's Corners Neighborhood, Cleveland, OH

Land Use Development Regulations

Cuyahoga County Land Development Regulations: Subdivision Regulations Update and Water Management and Sediment Control Regulations – Cuyahoga County, OH; Model Zoning and Subdivision Regulations for Conservation Development, prepared for the Countryside Program. 1999 APA Ohio Award for Outstanding Focused Planning Project; PUD and Mixed Use District Updates - Shaker Heights, OH; Sign Regulations and Design Guidelines - Hudson, OH; Various Zoning District Standards and Regulations Updates – Euclid, OH

Specialized Planning Studies

Downtown Parking Supply and Demand Analysis - New Castle, PA; Creating Healthy Communities Initiative – East Cleveland, Euclid and Cuyahoga County, OH; Complete Streets Toolkit – Cuyahoga County, OH; Euclid Avenue Health Impact Assessment – Euclid, OH; Farmland Preservation Plan - Tuscarawas County, Ohio; Westlake Commercial and Industrial Regional Market Analysis – Westlake, OH; T.G. Young Community Park Master Plan - Walton Hills, OH

E. PROJECT TEAM & KEY PERSONNEL QUALIFICATIONS

David R. Parkinson, PE (CT Consultants) | Infrastructure



Education

Purdue University, BSCE

Experience

31 years

Professional Licenses & Affiliations

- Registered Professional Engineer:
- AZ, CO, OH, WV
- Water Environment Federation American Public Works Association

Areas of Expertise

- Water Distribution Systems
- Water Storage Tanks
- Sanitary Sewers
- Stormwater
- Collection Systems
- Roadways/Streetscapes
- Culverts
- Site Development/Planning

Background

Dave has more than 30 years of experience in the successful delivery of design and construction management projects related to water, wastewater, stormwater, roads and other services required of the public sector. His primary career focus has been on managing the planning and design work for civil and municipal infrastructure projects, including managing project budgets, schedules and staffing; supervision technical staff; overseeing the preparation and review of construction contracts, plans, specifications and tender documents; and managing contract administration and construction inspection staff.

Dave's experience in Reynoldsburg dates back to 1996 and includes almost 11 years as the "City Engineer". Dave's long history with the City and its staff enables him bring a vast amount of expertise, knowledge, and experience that will help inform the process and the decisions that will need to be made in the development of the Comprehensive Master Plan.

Select Relevant Experience

- Major Commercial Corridor Streetscape Project, Reynoldsburg, OH
- State of Ohio Sanitary Trunk Sewer, Reynoldsburg, OH
- Cobblestone Run Sanitary Sewer Assessment Project, City of Reynoldsburg, OH
- Windsor Forest Sanitary Sewer Assessment Project, City of Reynoldsburg, OH
- Fenway Road Area Water Line Improvements, Columbus, OH
- Glacier Ridge Elevated Water Storage Tank and Water Booster Station
- Elevated Water Storage Tank and Transmission Main, Village of Sunbury, OH
- Park Trails Water Booster Station, M/I Homes
- Otterbein Ave & Walnut St. Roadway & Waterline Improvements, Westerville, OH
- Ohio National Guard Water Distribution & Sanitary Sewer Systems
- Various Water Improvements, Bexley, OH
- Elevated Water Storage Tank and Transmission Main, Sunbury, OH
- McDannald Estates Sanitary Sewer Assessment Project, Columbus, OH
- Prairie Run Sanitary Trunk Sewer, Sunbury, OH
- Blacklick Creek Sanitary Subtrunk Sewer B-1, Columbus, OH
- Waggoner Road Sanitary Subtrunk Sewer, Columbus, OH
- Bexley SES - Completed a sanitary sewer evaluation study for the entire city of Bexley and provided recommendations on improvements to assure capacities and mitigate basement flooding.
- Park Trails Sewage Lift Stations, M/I Homes -
- Slack Road Sewage Lift Station and Dual Barrel Force Mains, Delaware, OH
- Eastside Sewage Lift Station, City of Pataskala, OH
- Liberty Hills Sewage Lift Station Upgrades, Delaware County, OH
- Northstar Sewage Lift Station, Delaware County, OH
- Cardington WWTP Upgrades and Expansion
- New Bloomington Sewage Treatment Lagoon
- Hoover Woods Package Plant Upgrades, Delaware County Sanitary Engineer

E. PROJECT TEAM & KEY PERSONNEL QUALIFICATIONS

Brett Sciotto (Aimpoint) | Telephonic Surveys



Background

A graduate of the United States Military Academy at West Point and a former Army Intelligence Officer, President & CEO Brett Sciotto brings a practical, results-oriented approach to the civilian business world. His training in and emphasis on mission-critical information gathering and targeted research methodology make him unique in his approach to problem solving in a corporate environment. Sciotto's disciplined, vetted approach to research is coupled with his military precision in detailed analysis and final presentation to his clients. With nearly two decades of research expertise, Brett has had tremendous success advising corporate leaders, government officials and state and national organizations at all levels.

Select Relevant Experience

OHM Advisors and Aimpoint have a long-standing partnership working together on several projects including:

- **Fairborn Comprehensive Plan, Fairborn, OH**
- **Pontiac Economic Development Strategy, Pontiac, MI**
- **Miamisburg Strategic Plan, Miamisburg, OH**
- **Wooster Comprehensive Plan, Wooster, OH**
- **Northam Park Phase II, Upper Arlington, OH**

F. REFERENCES



We encourage you to contact the references listed below who can speak to the quality of our work and the effectiveness of our collaborative approach.

OHM ADVISORS

Anthony Jones

Director of Development
City of Gahanna
614.342.4015

**Gahanna Economic
Development Plan**

Fred Ernest

Executive Director
Newark Development Partners
740.403.6907

**Newark Downtown Streetscape
and Transportation Plan**

Sandra Hull

Executive Director
Main Street Wooster
330.262.6222

**Wooster Comprehensive
Plan**



"From engineering projects, vision plans to an ongoing Economic Development Plan, OHM Advisors uses an inclusive process, creative approach and produces high quality products. They are a great partner that seeks to understand the goals of the community, before proposing solutions."

-Anthony Jones, Director of Development, Gahanna, OH

CT CONSULTANTS

Joe Paulus

Trustee
Rootstown Township
330.281.8592

**Rootstown Comprehensive
Land Use Plan Update**

Rob Kurtz

Planning Director
City of Stow
330.689.2811

**Stow Comprehensive
Plan Update**

David G. Kline

Mayor
City of Tallmadge
330.633.0145

**Tallmadge
Comprehensive Plan
Update**

AIMPOINT

Michael Gebhart

Community Development
Director
Fairborn, OH 45324
937.754.3056

**Fairborn Comprehensive
Plan Update**

Alan D. McKnight

Capital Project Manager
City of Upper Arlington Parks
and Recreation Department
614.583.5047

**Northam Park Phase II
Improvements**

Andrew Dutton

City Planner
City of Wooster
330.263.5238

**Wooster Comprehensive
Plan**

G. COST PROPOSAL

OHM can complete the proposed scope of work based on two scenarios. One with a statistically valid community survey, and one without the survey.

Fee For Service With Statistically Valid Survey - \$120,000

Phase I	\$5,000
Phase II	\$15,000
Phase III	\$45,000
Phase IV	\$45,000
Phase V	\$10,000

Fee For Service Without Statistically Valid Survey - \$100,000

Phase I	\$5,000
Phase II	\$15,000
Phase III	\$25,000
Phase IV	\$45,000
Phase V	\$10,000

The consider proposed scope and fee are flexible. The OHM/CT team will work with the client if selected to finalize the scope and fee based on City/staff feedback and a refinement of the desired plan outcomes.



ARCHITECTS. ENGINEERS. PLANNERS.

September 29, 2017

City of Reynoldsburg
7232 East Main Street
Reynoldsburg, Ohio 43068

Attention: Dan Havener
Director, Department of Development

Regarding: Comprehensive Plan

Re: Downtown Plan

Dear Mr. Havener,

OHM is pleased to submit a proposal to assist the City of Reynoldsburg in creating a Comprehensive Plan. We appreciate the opportunity to work with you on this important project, and continue to transform the City of Reynoldsburg into a high-quality community. Collectively we will work to execute the scope of work as outlined in Exhibit A.

PROJECT AREA:

The project study area is the city limits and areas within a ½ mile of the City limits.

ASSUMPTIONS:

The following assumptions have been made in preparing the proposed approach. These assumptions not only shape the approach, but also the timeline and proposed cost.

1. The OHM Team will be led by Aaron Domini (Principal / Senior Planner). Aaron Domini will serve as the principal in charge for OHM Advisors.
2. The Client, City of Reynoldsburg, will be led by Liberty Schindel or an appointed staff member or representative.
3. OHM anticipates working closely with city staff and leadership, as well as community stakeholders to complete the scope of work.
4. OHM proposes to setup a project steering committee made up of city staff, leaderships, and local stakeholders to guide the planning process. This group herein and within Exhibit A will be referred to as 'the steering committee'.

SCOPE OF WORK:

See Exhibit A.

FEE AND REIMBURSABLE EXPENSES:

The proposed scope of work as outlined in Exhibit A will be completed for a lump sum fee of \$120,000 to be billed monthly on a percent complete basis.

AUTHORIZATION:

If you find this proposal to be acceptable, please provide OHM with authorization to proceed by signing below and returning a copy of the signed proposal. We appreciate the opportunity to serve the City of



Reynoldsburg and look forward to working with you on this project. Please do not hesitate to contact me directly at 614.474.1114 with any questions or for additional information.

Regards,

Aaron Domini
Principal, OHM Advisors



STANDARD TERMS and CONDITIONS

1. THE AGREEMENT – These Standard Terms and Conditions and the attached Proposal or Scope of Services, upon their acceptance by the Owner, shall constitute the entire Agreement between Orchard, Hiltz & McCliment, Inc. (OHM), registered in the State of Ohio, and the Owner. The Agreement shall supersede all prior negotiations or agreements, whether written or oral, with respect to the subject matter herein. The Agreement may be amended only by mutual agreement between OHM and the Owner and said amendments must be in written form.
2. SERVICES TO BE PROVIDED – OHM will perform planning services as outlined herein for a lump sum fee of \$120,000 to be billed monthly on a percent complete basis.
3. SERVICES TO BE PROVIDED BY OWNER – The Owner shall at no cost to OHM:
 - a) Provide OHM personnel with access to the work site to allow timely performance of the work required under this Agreement.
 - b) Provide to OHM within a reasonable time frame, any and all data and information in the Owners possession as may be required by OHM to perform the services under this Agreement.
 - c) Designate a person to act as Owners representative who shall have the authority to transmit instructions, receive information, and define Owner policies and decisions as they relate to services under this Agreement.
4. PERIOD OF SERVICE – The services called for in this Agreement shall be completed in a timeframe as determined by the client. OHM shall not be liable for any loss or damage due to failure or delay in rendering any service called for under this agreement resulting from any cause beyond OHM's reasonable control.
5. COMPENSATION – The Owner shall pay OHM for services performed in accordance with the method of payment as stated in the Proposal or Scope of Services. Method of compensation may be lump sum, hourly; based on a rate schedule, percentage of the construction cost, or cost plus a fixed fee. The Owner shall pay OHM for reimbursable expenses for subconsultant services, equipment rental or other special project related items at a rate of 1.15 times the invoice amount.
6. TERMS OF PAYMENT – Invoices shall be submitted to the Owner not more often than monthly for services performed during the preceding period. Owner shall pay the full amount of the invoice within thirty days of the invoice date. If payment is not made within thirty days, the amount due to OHM shall include a charge at the rate of one percent per month from said thirtieth day.
7. LIMIT OF LIABILITY – OHM shall perform professional services under this Agreement in a manner consistent with the degree of care and skill in accordance with applicable professional standards of services of this type of work. To the fullest extent permitted by law, and notwithstanding any other provision of this Agreement, the total liability in the aggregate, of OHM and its Officers, Directors, Partners, employees, agents, and subconsultants, and any of them, to the Owner and anyone claiming by, through or under the Owner, for any and all claims, losses, costs or damages of any nature whatsoever arises out of, resulting from or in any way related to the project or the Agreement from any cause or causes, including but not limited to the negligence, professional



errors or omissions, strict liability, breach of contract or warranty, express or implied, of OHM or OHM's Officers, Directors, employees, agents or subconsultants, or any of them shall not exceed the amount of \$25,000 or OHM's fee, whichever is greater.

8. ASSIGNMENT – Neither party to this Agreement shall transfer, sublet, or assign any duties, rights under or interest in this Agreement without the prior written consent of the other party.

9. NO WAIVER – Failure of either party to enforce, at anytime, the provisions of this Agreement shall not constitute a waiver of such provisions or the right of either party at any time to avail themselves of such remedies as either may have for any breach or breaches of such provisions.

10. GOVERNING LAW – The laws of the State of Ohio will govern the validity of this Agreement, its interpretation and performance.

11. DOCUMENTS OF SERVICE – The Owner acknowledges OHM's reports, plans and construction documents as instruments of professional services. Nevertheless, the plans and specifications prepared under this Agreement shall become the property of the Owner upon completion of the work and payment in full of all monies due OHM, however, OHM shall have the unlimited right to use such drawings, specifications and reports and the intellectual property therein. The Owner shall not reuse or make any modifications to the plans and specifications without prior written authorization by OHM. In accepting and utilizing any drawings or other data on any electronic media provided by OHM, the Owner agrees that they will perform acceptance tests or procedures on the data within 30 days of receipt of the file. Any defects the Owner discovers during this period will be reported to OHM and will be corrected as part of OHM's basic Scope of Services.

12. TERMINATION – Either party may at any time terminate this Agreement upon giving the other party 7 calendar days prior written notice. The Owner shall within 45 days of termination, pay OHM for all services rendered and all costs incurred up to the date of termination in accordance with compensation provisions in this Agreement.

13. OHM'S RIGHT TO SUSPEND ITS SERVICES – In the event that the Owner fails to pay OHM the amount shown on any invoice within 60 days of the date of the invoice, OHM may, after giving 7 days notice to the Owner, suspend its services until payment in full for all services and expenses is received.

14. OPINIONS OF PROBABLE COST – OHM's preparation of Opinions of Probable Cost represent OHM's best judgment as a design professional familiar with the industry. The Owner must recognize that OHM has no control over costs or the prices of labor, equipment or materials, or over the contractor's method of pricing. OHM makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual cost.

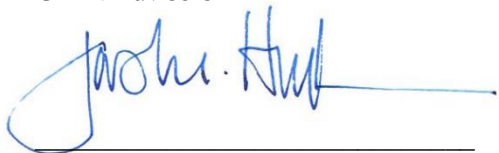
15. JOB SITE SAFETY – Neither the professional activities of OHM, nor the presence of OHM or our employees and subconsultants at a construction site shall relieve the General Contractor or any other entity of their obligations, duties, and responsibilities including, but not limited to, construction means, methods, sequences,

techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and the health or safety precautions required by any regulatory agency. OHM has no authority to exercise any control over any construction contractor or any other entity or their employees in connection with their work or any health or safety precautions. The Owner agrees that the General Contractor is solely responsible for jobsite safety, and warrants that this intent shall be made clear in the Owners agreement with the General Contractor. The Owner also agrees that OHM shall be indemnified and shall be made additional insureds under the General Contractors general liability insurance policy.

16. **DISPUTE RESOLUTION** – In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, the Owner and OHM agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation, unless the parties mutually agree otherwise.

ACCEPTED

OHM Advisors



James M. Houk, ASLA, AICP

Vice President, Managing Director of Ohio

ACCEPTED

A. PROJECT UNDERSTANDING & APPROACH



PHASE 1: PREPARING FOR THE PLAN

Task 1.1 – Getting Organized

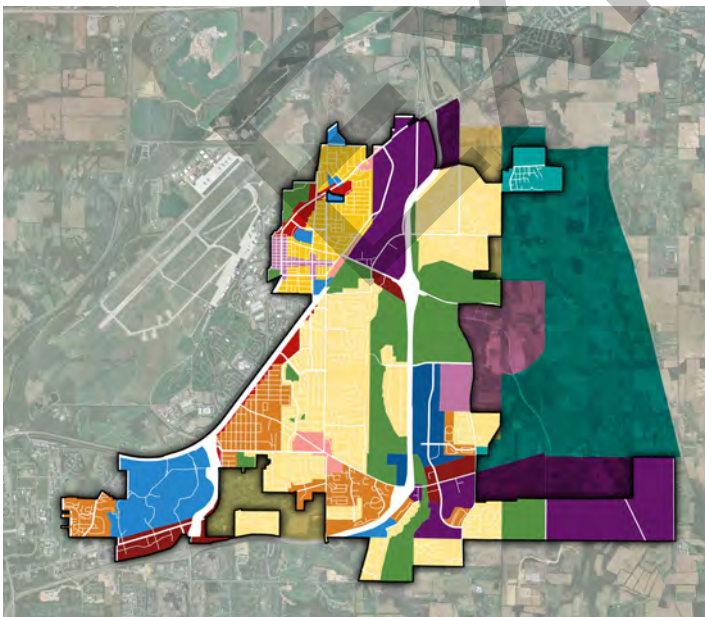
OHM Advisors and staff will have a ‘kickoff’ work session. The intent of this session is to familiarize the OHM Advisors team with key planning and development issues, develop a steering committee structure and invite members, and establish the finalized logistics and detailed schedules for the project.

Task 1.2 – Develop Project Brand and Website

As part of this task, OHM will develop a project logo and brand, as well as a project website. The website will serve as the main social media outreach tool. The website will be developed and housed by OHM unless otherwise requested by the client. The website will be utilized as a resource to disseminate information, solicit digital feedback, and provide project updates. Note that these branding elements will be specific to the project, and not interfere with the branding of the city / community.

Task 1.3 – Assemble Mapping Data and Prepare Maps

As part of this task, the planning team will collect and assemble data to create base maps of Reynoldsburg. This step will utilize data provided by the City of Reynoldsburg, Franklin / Licking County, and various state organizations. The data will be compiled and organized to create a series of maps using AutoCAD and GIS software. These maps will be used in later tasks.



Future Land Use Map, Fairborn, OH

Task 1.4 – Review Current Plans and Policies

OHM will assemble and review all relevant planning and zoning documents that directly address the current and future conditions of the City. This will include, but is not limited to, zoning district maps, development policies, and capital improvement plans.

Task 1.5 – Project Kick-Off (Steering Committee Meeting 1)

OHM will begin the project by facilitating a kick-off meeting with the steering committee to review the project work plan and project schedule. The kick-off meeting will serve as a way to make sure all the participants in the planning process understand the schedule and deliverables that will result from each task. OHM will lead an open and transparent discussion with the steering committee that focuses on the end result and process to ensure all expectations are met. The planned outcome of the discussion will be a set of project goals the consultant team and the steering committee will consider throughout the planning process.



PHASE 2: UNDERSTANDING THE CONTEXT

Task 2.1 – Existing Conditions Analysis

OHM will conduct a thorough analysis of the existing conditions in the Reynoldsburg community. The analysis will focus on past, current, and future trends in the community, and region, which will inform the development of the Plan. This may include but is not limited to the following:

- Demographic and Population
- Land Use
- Park, Open Space, and Recreation
- Development Character
- Community Services
- Mobility
- Public Utilities
- Economic Development
- Downtown

Task 2.2 – Existing Conditions Presentation and Preparing for Community Outreach (Steering Committee Meeting 2)

OHM will present the findings of the existing conditions research to the steering committee for review. OHM will use a combination of editing and auditing techniques at each session to clarify, validate and/or modify the existing conditions research. It is not the intention to discuss and reach agreement on every aspect of the research, rather the intent is to have a discussion related to the research and how it will inform the development of the Plan.

A. PROJECT UNDERSTANDING & APPROACH

OHM will also present key elements of the community outreach strategy. This will include a presentation of the draft community survey for review by the steering committee prior to launching the survey in Phase 3. This will be a critical step to ensure the survey poses questions that are important to the discovery of key issues and opportunities facing the community which will guide the steering committee in the development of the Plan. The steering committee will also be asked to provide stakeholder nominations identifying community members to participate in the small group meetings in Phase 3.



PHASE 3: ENGAGE AND LISTEN

Task 3.1 – Small Public Meetings

The consultant team will meet with prominent groups within the community identified by the client team and steering committee in Phase 2. These may include groups, such as, the Reynoldsburg-Pickerington Rotary Club, the Senior Citizens of Reynoldsburg (SCOR), and the Reynoldsburg City School District. At these meetings, the consultant team will conduct an idea generation and mapping exercise with the groups to initiate dialogue on the future of the City. The consultant team will record these answers, which will be used in later tasks.

Task 3.2 – Town Hall Meeting Presentation

The consultant team will work with City Council to provide a 15-30 minute presentation during the regularly scheduled Town Hall Meetings. This will be an informative presentation, outlining the project and allowing for public inquiry. The presentation will serve as a “kickoff” for the general public engagement initiative and help to build community momentum and bring attention to future public participation opportunities.

Task 3.3 – Online Engagement

The consultant team will provide a web-based survey to be hosted on the project webpage and will be accessible through computers and mobile devices. All activities conducted at the town hall meetings will be duplicated on the website, allowing community members to become involved in the public input process conveniently and without constraints on time and location.

Task 3.4 – Phone Survey

The consultant team will develop and conduct a statistically-valid telephonic survey of citizens and stakeholders/business community members that will provide city officials with strategic insight into their current attitudes, beliefs, and priorities related to the future of the City. This insight will provide a backdrop for the Plan by quantifying perceptions of local economic conditions, expectations, and priority issues of the stakeholder and business community. It will also help identify areas where leaders can communicate more effectively to position the City for the future and address local and regional economic concerns. Note this survey will not include general community satisfaction questions, but will rather be focused on land use and economic development conditions, policies, and future recommendations.



PHASE 4: DEVELOPING THE PLAN

Task 4.1 - Creating the Plan Goals and Objectives (Steering Committee Meeting 3)

The purpose of this meeting is to translate the results of Phases 2-3 into the Plan framework. The existing conditions and community outreach findings will be categorized by each chapter of the Plan, and presented in a clean and concise manner. OHM has developed a technique to enable the steering committee to review the categorized results of the previous tasks to develop goal statements that describe in simple terms the desired outcome for each element of the Plan. Once the goals are established, OHM will present a list of draft development principles. The development principles are statements of intent that describe the desired outcome of future growth and development in the City. OHM will also create and present a draft land use map to the committee for review. The goals, principles, and land use plan will be used to shape a plan for the City, and should be used to evaluate the compatibility of future projects, programs, policies, and developments.

Task 4.2 - Identifying the Target Redevelopment Areas

The purpose of this task is to dig down and apply the vision, goals, and objectives to specific focus areas in the City, such as the former K-Mart site on Brice Road or the Kroger site on Main Street. These areas will be rendered or modeled using computer graphics in detail to illustrate how these areas could be redeveloped with targeted strategies. The results of this task will show how the vision translates to the built environment, and will serve as a powerful marketing tool to communicate the vision and development potential to the private sector.

A. PROJECT UNDERSTANDING & APPROACH

Task 4.3 - Getting It Done – Plan Strategies (Steering Committee Meeting 4)

Once the goals and development principles are created, the next step in creating the Plan is identifying the actions to achieve the goals and principles. During this meeting, OHM will work with the steering committee to develop the objectives and strategies (implementation) to achieve the desired outcomes of goals and principles. Each strategy will include a timeframe, responsible party, and cost estimate to achieve the strategy. This will help guide and inform the City when managing the Plan in the future.

PHASE 5: FINALIZING THE PLAN, SETTING UP IMPLEMENTATION

Task 5.1 – Prepare Draft Plan (Steering Committee Meeting 5)

OHM will prepare the initial draft of the Comprehensive Plan. All previous work will be integrated into this draft. OHM will submit the document to the client team for comments. The staff comments will be addressed and the draft will be submitted to the steering committee for review. The outcome from these meetings will be incorporated into the final draft that will be recommended for adoption by the steering committee.



Task 5.2 – Town Hall Meeting 2/Online Review

OHM Advisors will participate in a second town hall meeting to present the final Plan. The meeting will offer the public an opportunity to review the final Plan and provide feedback to the planning team. The goal of the meeting will be to give citizens an opportunity to ask questions of the City staff, the steering committee, and OHM/CT. Participants will have the opportunity to fill out a comment card in response to the information presented.

Task 5.3 - Implementation and Accountability Plan

The consultant team recommends that implementation steps be taken immediately following the release of the report in order to benefit from the momentum and good-will created by the planning process. The consultant team will create an implementation plan and advise the City on the implementation and long term management of the Plan. This will include a standalone accountability plan/matrix that is intended to be used on a more 'day to day' basis instead of the full Plan.

Task 5.4 - Final Plan Deliverables

After review and adoption by the elected and appointed officials, OHM Advisors will provide:

- five bound copies and an electronic copy of the Final Comprehensive Plan;
- all maps and technical data to be organized, digitally packaged (ArcView file format), and delivered to the City;
- an electronic PDF of all project related files as requested by the client.

PROJECT TIMELINE

PROJECT PHASES	MONTH									
	1	2	3	4	5	6	7	8	9	10
PHASE 1: PREPARING FOR THE PLAN										
PHASE 2: UNDERSTANDING THE CONTEXT										
PHASE 3: ENGAGE AND LISTEN										
PHASE 4: DEVELOPING AND TESTING THE PLAN										
PHASE 5: FINALIZING THE PLAN, SETTING UP IMPLEMENTATION										

Richard E. Harris
City Auditor

7232 East Main Street
Reynoldsburg, Ohio 43068
Telephone (614) 322-6862
FAX (614) 322-6857

Memo

To: April Beggerow Council Clerk

From: Richard Harris City Auditor

Re: Legislative Request for City Master Plan

CC Bill Sampson Service Director
Dan Havener Development Director

I am asking that you add the following language to the above Legislative Request.

Request Council Appropriate \$120,000 from the Unappropriated General Fund to account number 110.580.5339 Misc Contract Services. This is to pay for the contract

Attachment: 2017-10-03 Auditor Memo (OHM Advisors Comprehensive Master Plan Contract)

Police Department**Bill Early****7240 E. Main Street****Reynoldsburg OHIO 43068****614-322-6935 Phone****ORDINANCE REQUEST**

DATE: November 13, 2017**TO: Finance Committee****RE: ORDINANCE AUTHORIZING CITY AUDITOR TO REMOVE EQUIPMENT
FROM THE CITY'S FIXED ASSET LIST.**

Please remove fixed asset number 2291 Finger Print Machine. The equipment is no longer operable and should be disposed of.

City Auditor's Office**Richard Harris****7232 E. Main Street****Reynoldsburg OHIO 43068****Phone****ORDINANCE REQUEST**

DATE: **November 13, 2017****TO:** **Finance Committee****RE:** ORDINANCE APPROPRIATING FUNDS FROM UNAPPROPRIATED
INCOME TAX FUND TO AN ACCOUNT IN THE CITY INCOME
TAX DEPARTMENT. (Second Reading 10/23/2017).

Request Council Appropriate \$60,000 from the Unappropriated Income Tax fund to account number 220.564.5529 Misc Distributions. This is to pay additional RITA Retainer because Income Tax Collection has increased with the Income Tax Increase.