CITY OF REYNOLDSBURG

City Council
Monday June 12, 2017

Regular Meeting: Following Committee Meetings

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

REYNOLDSBURG City Council
Regular Meeting
Council Chambers, 7323 East Main Street
June 12, 2017

1. Call to Order
2. Roll Call
3. Invocation - Councilman Stephen Cicak
4. Pledge of Allegiance
5. Approval of Minutes
    a. City Council – Public Hearing – May 22, 2017
    b. City Council – Public Hearing – May 22, 2017
    c. City Council – Regular Meeting – May 22, 2017
6. Approval of Agenda
7. Community Comments and Requests
8. Communications
    a. Auditor's Reports, April, 2017
9. Reports
    a. Reynoldsburg Community Center Update
    b. Report of the 2017 Charter Review Commission
10. Motions

    a. MOTION THAT THE REYNOLDSBURG DEPARTMENT OF PUBLIC SERVICE BE AND IS HEREBY AUTHORIZED AND DIRECTED TO ADVERTISE FOR STATEMENTS OF QUALIFICATIONS FOR A COMPREHENSIVE MASTER PLAN. --- Skinner. Community Development Committee.

11. LEGISLATION FOR ONE READING

    a. A RESOLUTION APPROVING/DENYING A VARIANCE 7578 E. MAIN STREET, REYNOLDSBURG; APPLICATION 176211 BY EVANS CAPITAL INVESTMENTS.

    b. ORDINANCE REPEALING AND REPLACING ORDINANCE NO. 39-17
    PASSED May 8, 2017 AND DECLARING AN EMERGENCY.
    --- Cotner. Finance Committee.

    c. ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT FOR THE 2017 STORM SEWER MAINTENANCE PROGRAM, APPROPRIATING FUNDS THEREFORE, AND DECLARING AN EMERGENCY.

d. ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT FOR INSPECTION SERVICES FOR THE 2017 STORM SEWER MAINTENANCE PROGRAM, APPROPRIATING FUNDS THEREFORE, AND DECLARING AN EMERGENCY.

e. ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT FOR THE ROCKY DEN AREA SEWER REHABILITATION PROJECT, APPROPRIATING FUNDS THEREFORE, AND DECLARING AN EMERGENCY.

f. AUTHORIZING MAYOR TO ENTER INTO CONTRACT FOR INSPECTION SERVICES FOR THE ROCKY DEN AREA SEWER REHABILITATION PROJECT, APPROPRIATING FUNDS THEREFORE, AND DECLARING AN EMERGENCY.

g. ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT FOR THE 2017 MAIN STREET WATER MAIN REPLACEMENT PROJECT, APPROPRIATING FUNDS THEREFORE, AND DECLARING AN EMERGENCY.

h. ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT FOR INSPECTION SERVICES FOR THE 2017 MAIN STREET WATER MAIN REPLACEMENT PROJECT, APPROPRIATING FUNDS THEREFORE, AND DECLARING AN EMERGENCY.

12. LEGISLATION FOR EMERGENCY ADOPTION

a. ORDINANCE APPROPRIATING FUNDS FROM UNAPPROPRIATED GENERAL FUND TO AN ACCOUNT IN THE PARKS & RECREATION DEPARTMENT AND DECLARING AN EMERGENCY. (First Reading 5/22/2017). --- Cotner. Finance Committee.

b. AN ORDINANCE TO AMEND SECTIONS 190.01, 190.03 AND 190.04 OF THE CODIFIED ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO, IN ORDER TO INCREASE THE CITY INCOME TAX BY ONE PERCENT (1.0%) FROM THE CURRENT RATE OF ONE AND ONE-HALF PERCENT (1.5%) TO A RATE OF TWO AND ONE-HALF PERCENT (2.5%), BEGINNING JULY 1, 2017, AND DECLARING AN EMERGENCY. --- Cotner. Finance Committee.

13. LEGISLATION FOR FIRST READING

a. ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: SECTION 160.02 “AUTHORIZED POSITIONS, PERSONNEL, CLASSIFICATION AND PAY GRADE” Subsection (F) “Police Department”; of CHAPTER 160 EMPLOYEE COMPENSATION, AND DECLARING AN EMERGENCY. --- Long. Safety Committee.

b. ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF REYNOLDSBURG ADOPTED BY ORDINANCE NO. 131-95 ON NOVEMBER 27, 1995 AND AS SUBSEQUENTLY AMENDED - 0 Graham Road, Reynoldsburg, Ohio, from R-2 Single Family Residence District to S-1 Special District; Applicant Mark Larrimer. --- Luzader. Service Committee.

c. ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF REYNOLDSBURG ADOPTED BY ORDINANCE NO. 131-95 ON NOVEMBER 27, 1995 AND AS SUBSEQUENTLY AMENDED - 6305 E. Livingston Avenue, Reynoldsburg, Ohio, from CC Community Commerce District to S-1 Special District; Applicant Mark Larrimer. --- Luzader. Service Committee.

d. ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF REYNOLDSBURG ADOPTED BY ORDINANCE NO. 131-95 ON NOVEMBER 27, 1995 AND AS SUBSEQUENTLY AMENDED - 6900 E. Main Street, Reynoldsburg, Ohio, from CS Community Services District to S-1 Special District; Applicant Mark Larrimer. --- Luzader. Service Committee.

e. ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF REYNOLDSBURG ADOPTED BY ORDINANCE NO. 131-95 ON NOVEMBER 27, 1995 AND AS SUBSEQUENTLY AMENDED - 6269-6275 E. Main Street, Reynoldsburg, Ohio, from CC- Community Commerce District to CS Community Services District; Applicant Sammy Kanaan, Agent for Owner. --- Luzader. Service Committee.

f. RESOLUTION ADOPTING THE TAX BUDGET OF THE CITY OF REYNOLDSBURG OHIO, FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2018 AND DECLARING AN EMERGENCY. --- Cotner. Finance Committee.

g. ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO CONTRACT WITH EMH&T FOR THE ENGINEERING, PLANS, ADVERTISING, AND TO PREPARE BID DOCUMENTS FOR PINE QUARRY BRIDGE REPLACEMENT. --- Cotner. Finance Committee.

14. LEGISLATION FOR SECOND READING

a. ORDINANCE AUTHORIZING THE CITY AUDITOR TO REMOVE EQUIPMENT FROM THE CITY'S FIXED ASSET LIST. - PARKS & RECREATION DEPARTMENT. (First Reading 5/22/2017). --- Cotner. Finance Committee.

15. LEGISLATION FOR THIRD READING

a. ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: Amending Chapter 1305 Permits and Fees. (Second Reading 5/22/2017). --- Long. Safety Committee.

b. ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: Amending Section 741.05 Waiver of Chapter 741 Solicitors. (Second Reading 5/22/2017). --- Long. Safety Committee.

c. ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: Amending Section 913.02 Plot Plan Requirement of Chapter 913 Private Roadways. (Second Reading 5/22/2017). --- Luzader. Service Committee.

d. ORDINANCE AUTHORIZING MAYOR TO ENTER INTO AN AGREEMENT WITH VERIFIED VOLUNTEERS (By Sterling Talent Solutions). (Second Reading 5/22/2017). --- Cotner. Finance Committee.

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ADJOURNMENT

MINUTES PUBLIC HEARING
REYNOLDSBURG CITY COUNCIL
May 22, 2017

President Doug Joseph called the meeting to order at 7:30 PM

PRESENT: Joseph, Clemens, Cotner, Long, Skinner, Cicak, Luzader, Spalding, McKenzie
ABSENT:

Approval of Agenda

Agenda stands approved.

Public Hearing

ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: AMENDING SECTION 1187.07 RESIDENTIAL APPEARANCE STANDARDS OF CHAPTER 1187 SPECIAL PROVISIONS FOR RESIDENTIAL USES. (FIRST READING 4/24/2017). --- Luzader. .

Mr. Snowden: This is simply an ordinance editing this section as you recall for several years since 2012 the City has had certain requirements that applied to multifamily dwellings in the AR districts that dealt with a percentage of materials and gave a definition of our natural materials. What I'm proposing is in this section in order to 1 provide a better definition of what are the specific natural materials that we're talking about and 2 apply that to multifamily dwellings in any zoning district. Multifamily dwellings can appear in other districts such as planned districts and that is a requirement that should be for all multifamily dwellings unless it’s specifically waived by Council as part of a planned development.

Mr. Joseph asked for comment from Council the Planning Commission and the Public.

There were none.

RESULT:	**REFERRED TO BOARD/COMMISSION**	**Next: 6/1/2017 6:00 PM**

ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: AMENDING SECTION 1183.05 STANDARDS FOR DEVELOPMENT REVIEW OF CHAPTER 1183 PLANNED NEIGHBORHOOD DEVELOPMENT DISTRICT AND SECTION 1184.05 STANDARDS FOR DEVELOPMENT REVIEW OF CHAPTER 1184 PLANNED COMMERCIAL DEVELOPMENT DISTRICT. (FIRST READING 4/24/2017). --- Luzader. City Attorney's Office.

Mr. Snowden: Regarding this section and the two proposed sections for revision, there was only one type of Planned Development, we changed that so there are Planned Neighborhood Development for residential, Planned Commercial Development, there were a couple of places in the Planned Neighborhood, section 1183.05 where the neighborhood and the subsequent site plan some details got missed in the revision of that. In 1184 there was a location where the item should have included site plans. Development plans come with a rezoning application, site plans are reviewed by Planning Commission. I'm just trying to be specific with the nomenclature throughout the entire Code of what is what. Development Plan/Site Plan.

Mr. Joseph asked if there were any questions from Council, Planning Commission or the Public.

There were none.

RESULT:	**REFERRED TO BOARD/COMMISSION**	**Next: 6/1/2017 6:00 PM**

Adjournment

Doug Joseph, President of Council

April L. Beggerow, Clerk of Council

MINUTES PUBLIC HEARING
REYNOLDSBURG CITY COUNCIL
May 22, 2017

President Doug Joseph called the meeting to order at 7:58 PM

PRESENT: Joseph, Clemens, Cotner, Long, Cicak, Luzader, Spalding
ABSENT: Skinner

Public Hearing Special Exception Use Permit

RESOLUTION ________ SPECIAL EXCEPTION USE PERMIT #177163 - (6415 E. LIVINGSTON AVENUE; PROPOSED USE – CHILD CARE CENTER); APPLICANT, JEANNE CABRAL, AND DECLARING AN EMERGENCY

Mr. Snowden: Application: #177163 6415 E. Livingston, property is located on the south side of E. Livingston Avenue, just east of Briceton Drive. Existing Zoning CO Offices and Institutions District / CCO Community Commercial Overlay District. The building is currently vacant and the request is for the Board of Zoning and Building Appeals and Council to issue a Special Exception Use Permit for a child care center at the location. This received the recommendation of approval from the Board of Zoning and Building Appeals and the bottom line here is I did a parking calculation and the Board also found that they like the site configuration because previously there had been a challenge with this type of use in a multi-tenant commercial building. The Board as a condition of approval indicated that the child care center play area was proposed immediately to the south of the main building that the main existing 6 foot privacy fence be maintained by the applicant as a condition of approval for the Special Exception Use Permit in order to present screening.

Mr. Cicak: Was a traffic study completed?

Mr. Snowden: A traffic study wouldn’t have been required. The use is different. We have that option and the Board has that option. Typically in the past we've only required a traffic study when folks are up zoning, so they're going from a less intense use to a more intense use. Or the number of trips they're generating is triggering that. I'd be happy to revisit that with the members of the committee if they want that for this type of use but know that it is costly both for the applicant and for us to review.

Mr. Long: I see that they're talking about the age group of the children, the total number of employees, but.. how many children total are you planning on...

Ms. Cabral: It's about 9000 square feet there is a quite a bit big lobby that is about 500 square foot so my rule of thumb until I've laid out.. I'm an architect, until I lay out the building and we're going to have to take out some interior walls, I put a rule of thumb 1 child for 50 square feet. so it's about 130.

Mr. Long: So you're not the actual business owner, you're the architect? Is the business owner here?

Ms. Cabral: No he's out of the country but I’ve been working with him for years. He owns property, different types around Columbus, he's a long time resident of Columbus and he owns a

Minutes Acceptance: Minutes of May 22, 2017 7:55 PM (Approval of Minutes)

day care center on the west side that I did for him that is about 12000 square foot. I work with a lot of day care operators and they come and go because people get tired of the business or want to do something else.. he's one of my clients that listens to me and as the person that owns the landlord and the day care you're the perfect person to keep the property up. I thought it was a good place for a day care because the entrance is on the south side of the building away from Livingston Ave so the parents are going to drive them in and you'll never know there is anything different from what it is now. And they'll be able to go in safely.

Mr. Clemens: The building is a nice building and I'd like to see something else going in, but you were speaking about making the building completely day care although you spoke at that time you might try to get 2 day cares or you might try to get something else.

Ms. Cabral: I was trying to keep his options open and probably speaking a little out of turn. It will be 1 day care in the building 1 tenant.

Mr. Clemens: We don't have a layout of the play area which is important.

Ms. Cabral: It's the area that is right now paved on the southeast corner of the property that has fence all around it and so it’s going to have the playground grade rubber on top of the asphalt and the fence it’s just that bottom triangular corner. No dumpsters and no cars are going to go past.

Mr. Clemens: What kind of fence are you going to have?

Ms. Cabral: There is a privacy fence separating the property from the neighbors so we're just going to continue the look. It’s a solid fence you can't see through.

Mr. Clemens: You're planning on 135 children?

Ms. Cabral: Yeah about 135 because we're going to have an indoor play area which takes away from the number of kids you can have because realistically a playground doesn't get used every day due to weather so we're going to take some of it and make it larger, right now it’s just cut up into tiny offices because it was a doctor's office. He's committed to the property.

Mr. Joseph: Any further questions? Seeing none, this will be referred to Council as item 10a.

RESULT:	**REFERRED TO COUNCIL FROM PUBLI**	**Next: 5/22/2017 8:00 PM**

Adjournment

Doug Joseph, President of Council

April L. Beggerow, Clerk of Council

MINUTES REGULAR MEETING
REYNOLDSBURG CITY COUNCIL
May 22, 2017

President Doug Joseph called the meeting to order at 8:07 PM

PRESENT: Joseph, Clemens, Cotner, Long, Cicak, Luzader, Spalding
ABSENT: Skinner

Invocation - Councilman Dan Skinner
Invocation - Council President Doug Joseph
Approval of Minutes

a. City Council – Regular Meeting – May 8, 2017

Minutes stand approved.

Approval of Agenda

Addition of the Motion to Authorize the City Attorney to Apply for the Ohio Attorney Generals 2017-2018 VOCA/SVAA Grant as item 15.

Community Comments and Requests

Darcy Phillips 1346 Fletcher Dr: Regarding 8056 Eliot Drive. I am a 20 year plus resident of the City and I work for Reynoldsburg City Schools but I'm bringing to you this evening is a concern that I have regarding the upkeep of a home at 8056 Eliot Drive. The Building Department as well as the Police and Fire Department are well aware of the situation surrounding this house. I have pictures of the home if you would like to see them. We have a great community. I'm very proud to live here, very proud to serve this community and I'm shocked and dismayed that we cannot keep up when we have a nuisance abatement program we should be using in this case. The gentleman that resides at that address set fire to his own home and has driven his truck through the garage doors that were placed there by the bank that has now taken over as foreclosure, has threatened our neighborhood. We have 2 neighbors that have restraining orders against him and he has put up signs up in his yard that it is now a haunted house. I'm asking for help from the Council and the Mayor's office to have this situation taken care of. We don't have a whole lot of homes for sale in Reynoldsburg they go as quickly as they can but we've had 2 realtors in our neighborhood say that we would be hard pressed to sell a house on our street or the next street because of this home. So any help you could give us would be greatly appreciated.

Mr. Clemens: Have you been working with the Building Department?

Ms. Phillips: I have spoken to the Building Department several times, the Code Enforcement Officer was on our street again today handing out warnings and yet again they did not... I know they're afraid of him, I understand that. We all have concealed carry now because of our neighbor. We shouldn't be afraid of our own neighbor.

Mr. Clemens: Have you spoken to our Service Director about this?

Ms. Phillips: Yes I have.

Mr. Clemens: and you still haven't gotten anything?

Ms. Phillips: No I have not and I'm not just representing myself, I'm representing several of the neighbors on our street both on Fletcher and on Eliot.

Mr. Clemens: How long has this been going on?

Ms. Phillips: The pictures that I have were taken in February. I believe he drove through his garage doors in March on a Sunday morning because they were placed there by the bank.

Mr. Clemens: How long have you worked with the City on this?

Ms. Phillips: I believe the first time one of the neighbors spoke with the Building Department was on March 7th.

Mr. Clemens: I would suggest that you work with our Service Director again and if you talk to him he will do everything he can to help. It's a serious situation. We run into these and they take longer than what everybody expects.

Mayor McCloud: The last I knew there was an arson investigation into this that was still pending. But if there is high grass, there are certain things that we can address respective of any pending investigation. Let me investigate and I'll follow up in 2 weeks and give a report.

Ms. Phillips: Right now he has plywood for garage doors, I know that is against any ordinance that you have. Somebody else had a car run through their garage door and they were given 72 hours to have regular doors up. This is going on 4 months.

Mr. Joseph: It might violate state law too, there is a new law about plywood being used to cover up windows, doors, so forth.

Mr. Clemens: That is my district. Call me with your problems and I'll come over.

Communications

MARCH, 2017 AUDITOR'S REPORTS

The Clerk read into the minutes the recipt of the March 2017 Budget by Classification and Departmental Budget.

CLERK OF COURT REPORT

The Clerk read into the minutes the receipt of the April 2017 Clerk of Courts Report.

Minutes Acceptance: Minutes of May 22, 2017 8:00 PM (Approval of Minutes)

Reports

COMMUNITY CLEAN UP POSTER CONTEST

Mary Hudson presented the 2017 Community Clean up Poster Contest Award Winners

Grand Prize - Kaylee Bolyard - Slate Ridge
Kal Robi - Taylor Rd.
Amaya Robinson - Taylor Rd.
Jordyn Simcox - Taylor Rd.
Nadia Webb - Taylor Rd.
Shreya Khanal - Taylor Rd.
Sergio Serrano - Slate Ridge
Xander Mesa - Slate Ridge
Stuart Heckathorne - Slate Ridge
Kweenahnah McKee - Slate Ridge

LEGISLATION FOR ONE READING

45-17

RESOLUTION ________ SPECIAL EXCEPTION USE PERMIT #177163 - (6415 E. LIVINGSTON AVENUE; PROPOSED USE – CHILD CARE CENTER); APPLICANT, JEANNE CABRAL, AND DECLARING AN EMERGENCY

RESULT:	**ADOPTED [6 TO 1]**
MOVER:	Chris Long, At Large
SECONDER:	Brett Luzader, Ward II
AYES:	Joseph, Cotner, Long, Cicak, Luzader, Spalding
NAYS:	Clemens
ABSENT:	Skinner

46-17

ORDINANCE TO APPROVE PAYMENT OF SERVICES PERFORMED PRIOR TO THE AUDITOR’S CERTIFICATION OF AVAILABILITY OF FUNDS AND DECLARING AN EMERGENCY --- Cotner. Finance Committee.

Minutes Acceptance: Minutes of May 22, 2017 8:00 PM (Approval of Minutes)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Barth R. Cotner, At Large
SECONDER:	Marshall Spalding, Ward III
AYES:	Joseph, Clemens, Cotner, Long, Cicak, Luzader, Spalding
ABSENT:	Skinner

LEGISLATION FOR FIRST READING

ORDINANCE APPROPRIATING FUNDS FROM UNAPPROPRIATED GENERAL FUND TO AN ACCOUNT IN THE PARKS & RECREATION DEPARTMENT AND DECLARING AN EMERGENCY. --- Cotner. Finance Committee.

RESULT:	**REFERRED TO COMMITTEE**	**Next: 6/12/2017 7:45 PM**

ORDINANCE AUTHORIZING THE CITY AUDITOR TO REMOVE EQUIPMENT FROM THE CITY'S FIXED ASSET LIST. - PARKS & RECREATION DEPARTMENT. --- Cotner. Finance Committee.

RESULT:	**REFERRED TO COMMITTEE**	**Next: 6/12/2017 7:45 PM**

AN ORDINANCE TO AMEND SECTIONS 190.01, 190.03 AND 190.04 OF THE CODIFIED ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO, IN ORDER TO INCREASE THE CITY INCOME TAX BY ONE PERCENT (1.0%) FROM THE CURRENT RATE OF ONE AND ONE-HALF PERCENT (1.5%) TO A RATE OF TWO AND ONE-HALF PERCENT (2.5%), BEGINNING JULY 1, 2017, AND DECLARING AN EMERGENCY. --- Cotner. Finance Committee.

RESULT:	**REFERRED TO COMMITTEE**	**Next: 6/12/2017 7:45 PM**

LEGISLATION FOR SECOND READING

ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: AMENDING CHAPTER 1305 PERMITS AND FEES. (FIRST READING 5/08/2017). --- Long. Safety Committee.

RESULT:	**REFERRED TO COMMITTEE**	**Next: 6/12/2017 7:30 PM**

ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: AMENDING SECTION 741.05 WAIVER OF CHAPTER 741 SOLICITORS. (FIRST READING 5/08/2017). --- Long. Safety Committee.

RESULT:	**REFERRED TO COMMITTEE**	**Next: 6/12/2017 7:30 PM**

ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: AMENDING SECTION 913.02 PLOT PLAN REQUIREMENT OF CHAPTER 913 PRIVATE ROADWAYS. (FIRST READING 5/08/2017). --- Luzader. Service Committee.

RESULT:	**REFERRED TO COMMITTEE**	**Next: 6/12/2017 7:33 PM**

ORDINANCE AUTHORIZING MAYOR TO ENTER INTO AN AGREEMENT WITH VERIFIED VOLUNTEERS (BY STERLING TALENT SOLUTIONS). (FIRST READING 5/08/2017). --- Cotner. Finance Committee.

RESULT:	**REFERRED TO COMMITTEE**	**Next: 6/12/2017 7:45 PM**

LEGISLATION FOR THIRD READING

47-17

ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: AMENDING SECTION 1171.06 ACCESSORY USE; ACCESSORY STRUCTURES OF CHAPTER 1171 GENERAL REQUIREMENTS. (SECOND READING 5/08/2017, PLANNING COMMISSION 4/6/2017). --- Luzader. Service Committee.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Brett Luzader, Ward II
SECONDER:	Stephen Cicak, Ward I
AYES:	Joseph, Clemens, Cotner, Long, Cicak, Luzader, Spalding
ABSENT:	Skinner

48-17

ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: AMENDING SECTION 1127.12 UTILITY AND TRAFFIC STUDIES OF THE CHAPTER 1127 STANDARDS. (SECOND 5/8/2017, PLANNING COMMISSION 4/6/2017). --- Luzader. Service Committee.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Brett Luzader, Ward II
SECONDER:	Marshall Spalding, Ward III
AYES:	Joseph, Clemens, Cotner, Long, Cicak, Luzader, Spalding
ABSENT:	Skinner

49-17

ORDINANCE AUTHORIZING CITY AUDITOR TO REMOVE EQUIPMENT FROM THE CITY'S FIXED ASSET LIST. -- COMPUTER DEPARTMENT. (SECOND READING 5/08/2017). --- Cotner. Finance Committee.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Barth R. Cotner, At Large
SECONDER:	Chris Long, At Large
AYES:	Joseph, Clemens, Cotner, Long, Cicak, Luzader, Spalding
ABSENT:	Skinner

50-17

ORDINANCE AUTHORIZING CITY AUDITOR TO REMOVE EQUIPMENT FROM THE CITY'S FIXED ASSET LIST. - SERVICE DEPARTMENT. (SECOND READING 5/08/2017). --- Cotner. Finance Committee.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Barth R. Cotner, At Large
SECONDER:	Brett Luzader, Ward II
AYES:	Joseph, Clemens, Cotner, Long, Cicak, Luzader, Spalding
ABSENT:	Skinner

ECUTIVE SESSION TO DISCUSS PENDING OR IMMINENT COURT ACTION AND THE APPOINTMENT OF A PUBLIC EMPLOYEE.

ECUTIVE SESSION TO DISCUSS PENDING OR IMMINENT COURT ACTION AND THE APPOINTMENT OF A PUBLIC EMPLOYEE.

Council Entered Executive Session at 8:33 PM.

Council Reconvened at 9:15 PM and Called to order by President of Council Doug Joseph
Roll Call:

Cotner	Present
Long	Present
Skinner	Absent
Cicak	Present

Luzader	Present
Spalding	Present
Clemens	Present

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Stephen Cicak, Ward I
SECONDER:	Chris Long, At Large
AYES:	Joseph, Clemens, Cotner, Long, Cicak, Luzader, Spalding
ABSENT:	Skinner

Motions

MOTION TO AUTHORIZE THE CITY ATTORNEY TO APPLY FOR THE OHIO ATTORNEY GENERALS 2017-2018 VOCA/SVAA GRANT. --- Cotner. Finance Committee.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Barth R. Cotner, At Large
SECONDER:	Chris Long, At Large
AYES:	Joseph, Clemens, Cotner, Long, Cicak, Luzader, Spalding
ABSENT:	Skinner

MOTION TO APPOINT STEPHANIE CORNELL TO SERVE AS ASSISTANT CLERK.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Chris Long, At Large
SECONDER:	Marshall Spalding, Ward III
AYES:	Joseph, Clemens, Cotner, Long, Cicak, Luzader, Spalding
ABSENT:	Skinner

Adjournment

Doug Joseph, President of Council

April L. Beggerow, Clerk of Council

Minutes Acceptance: Minutes of May 22, 2017 8:00 PM (Approval of Minutes)

City Auditor's Office
Joni Crawford
7232 E. Main Street
Reynoldsburg OHIO 43068
614-322-6862 phone

Memo

DATE: **June 12, 2017**

TO: **City Council**

CC:

RE: **<Insert Subject/RE Here - Bold>**

Rules Suspension (remove this title) (If Rules Not Suspended Remove all Text From Field)

Request for: Rules Suspension/Emergency (Erase one)

Reason for Emergency: <Input Reason Here>

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/1

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **110 - General Fund**										
Department **111 - Police Division**										
	EXPENSE									
Personal Services										
5102	Wages-Staff	761,300.00	.00	761,300.00	58,562.53	.00	257,196.44	504,103.56	34	666,37
5104	Wages-Part time	119,654.00	.00	119,654.00	11,958.16	.00	43,773.81	75,880.19	37	121,87
5105	Overtime	300,000.00	.00	300,000.00	33,275.19	.00	79,370.89	220,629.11	26	373,99
5106	Longevity	57,400.00	.00	57,400.00	1,200.00	.00	15,475.00	41,925.00	27	55,75
5109	HSA Employer Funding	232,000.00	1,805.83	233,805.83	.00	4,824.86	212,215.39	16,765.58	93	251,91
5111	Wages Chief	111,745.00	.00	111,745.00	8,595.80	.00	38,596.90	73,148.10	35	109,43
5113	Wages Enforcement	4,641,455.00	.00	4,641,455.00	352,715.18	.00	1,648,766.93	2,992,688.07	36	4,771,95
5151	PERS Contribution	124,152.00	.00	124,152.00	9,208.10	.00	41,370.88	82,781.12	33	110,93
5152	PFDPF Contribution	792,855.00	.00	792,855.00	71,781.98	.00	338,671.92	454,183.08	43	900,68
5155	PERS Pickup	45,419.00	.00	45,419.00	3,336.79	.00	15,829.52	29,589.48	35	43,31
5156	PFDPF Pick Up	.00	.00	.00	.00	.00	.00	.00	+++	10
5161	Group Insurance	932,260.00	.00	932,260.00	143,209.10	76,765.90	374,881.33	480,612.77	48	958,68
5166	Medicare	86,292.00	.00	86,292.00	6,513.54	.00	29,144.41	57,147.59	34	85,59
	Personal Services Totals	$8,204,532.00	$1,805.83	$8,206,337.83	$700,356.37	$81,590.76	$3,095,293.42	$5,029,453.65	39%	$8,450,61
Supplies										
5201	Office Supplies	8,500.00	1,369.71	9,869.71	817.60	1,658.05	4,222.92	3,988.74	60	8,32
5202	Photo Copy Supplies	3,250.00	1,137.41	4,387.41	.00	500.00	1,137.41	2,750.00	37	2,17
5203	Computer Supplies	22,360.00	410.71	22,770.71	.00	2,279.47	2,333.62	18,157.62	20	12,76
5205	Small Tools/Minor Equipment	4,750.00	23.99	4,773.99	369.00	2,042.35	1,621.64	1,110.00	77	2,47
5206	Evidence	10,000.00	.00	10,000.00	.00	5,000.00	.00	5,000.00	50	
5207	Law Enforcement Supplies	67,100.00	9,356.75	76,456.75	5,468.87	32,589.16	16,936.89	26,930.70	65	44,77
5213	Repair and Maintenance Supplies	12,095.00	.00	12,095.00	451.49	900.36	599.64	10,595.00	12	4,11
5241	Uniforms-Purchased	61,000.00	12,586.44	73,586.44	(2,230.12)	22,828.18	30,895.27	19,862.99	73	61,97
5251	MV Gas and Oil	120,000.00	5,030.47	125,030.47	6,206.19	13,587.23	25,943.24	85,500.00	32	68,08
	Supplies Totals	$309,055.00	$29,915.48	$338,970.48	$11,083.03	$81,384.80	$83,690.63	$173,895.05	49%	$204,69
Services										
5311	Utilities	144,530.00	11,131.61	155,661.61	8,647.36	92,661.80	39,073.51	23,926.30	85	106,59
5321	Professional Training	34,735.00	2,949.90	37,684.90	(811.79)	11,251.05	4,810.48	21,623.37	43	30,05
5323	Publications	2,850.00	.00	2,850.00	152.84	252.76	241.08	2,356.16	17	31
5324	Professional Association Dues	2,500.00	.00	2,500.00	.00	650.00	50.00	1,800.00	28	1,28
5325	Educational Assistance	10,000.00	1,339.24	11,339.24	.00	2,000.00	1,339.24	8,000.00	29	3,18
5339	Misc Contract Services	38,797.00	1,939.88	40,736.88	1,202.73	22,251.91	13,023.61	5,461.36	87	21,07
5351	Liability Insurance Deductible	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	10,00
5361	Building Repair/Maintenance	43,050.00	13,314.53	56,364.53	200.48	22,368.04	16,826.45	17,170.04	70	42,58
5362	Equipment Maintenance	47,987.00	2,820.00	50,807.00	4,256.50	21,490.93	10,329.07	18,987.00	63	31,45
5363	MV Repair/Maintenance-External	11,000.00	.00	11,000.00	25.00	3,899.95	2,600.05	4,500.00	59	7,60
5366	Computer Maintenance	1,500.00	.00	1,500.00	.00	.00	700.96	799.04	47	

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/1

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **110 - General Fund**										
Department **111 - Police Division**										
	EXPENSE									
Services										
5375	Prisoner Care	130,000.00	8,492.50	138,492.50	5,411.50	26,734.50	34,011.58	77,746.42	44	123,24
5391	Postage	4,000.00	7.75	4,007.75	169.81	256.76	1,447.26	2,303.73	43	3,15
5392	Fingerprinting Services	35,000.00	1,214.00	36,214.00	2,708.00	19,004.00	7,206.40	10,003.60	72	30,54
5393	L.E.A.D.S Terminal	8,500.00	.00	8,500.00	600.00	4,800.00	2,400.00	1,300.00	85	7,20
5395	Printing/Advertising	11,000.00	.00	11,000.00	47.98	1,737.79	1,258.60	8,003.61	27	9,40
5396	Uniform Cleaning/Repairs	24,000.00	2,772.81	26,772.81	1,516.00	17,487.82	5,484.99	3,800.00	86	17,93
5399	Other Miscellaneous Services	3,000.00	663.86	3,663.86	107.73	3,004.14	350.10	309.62	92	3,83
	Services Totals	$562,449.00	$46,646.08	$609,095.08	$24,234.14	$249,851.45	$141,153.38	$218,090.25	64%	$449,46
Capital Purchases										
5631	Furniture and Fixtures	5,000.00	22,652.47	27,652.47	.00	1,641.27	3,730.64	22,280.56	19	3,49
5632	Motor Vehicles	106,000.00	38,712.99	144,712.99	.00	134,719.00	.00	9,993.99	93	156,88
5633	Machinery and Equipment	8,950.00	1,200.00	10,150.00	3,468.25	7,102.84	4,983.25	(1,936.09)	119	2,16
5639	Other Equipment	40,000.00	5,601.88	45,601.88	3,279.60	23,121.56	28,441.55	(5,961.23)	113	22,45
	Capital Purchases Totals	$159,950.00	$68,167.34	$228,117.34	$6,747.85	$166,584.67	$37,155.44	$24,377.23	89%	$185,00
	EXPENSE TOTALS	$9,235,986.00	$146,534.73	$9,382,520.73	$742,421.39	$579,411.68	$3,357,292.87	$5,445,816.18	42%	$9,289,77
	Department **111 - Police Division** Totals	($9,235,986.00)	($146,534.73)	($9,382,520.73)	($742,421.39)	($579,411.68)	($3,357,292.87)	($5,445,816.18)	42%	($9,289,779

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **110 - General Fund**										
Department **112 - D.A.R.E.**										
	EXPENSE									
Supplies										
5259	Operating Materials and Supplies	.00	1,365.21	1,365.21	.00	.00	.00	1,365.21	0	
	Supplies Totals	$0.00	$1,365.21	$1,365.21	$0.00	$0.00	$0.00	$1,365.21	0%	$
	EXPENSE TOTALS	$0.00	$1,365.21	$1,365.21	$0.00	$0.00	$0.00	$1,365.21	0%	$
	Department **112 - D.A.R.E.** Totals	$0.00	($1,365.21)	($1,365.21)	$0.00	$0.00	$0.00	($1,365.21)	0%	$

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund	**110 - General Fund**									
Department	**290 - Mechanic**									
	EXPENSE									
Personal Services										
5102	Wages-Staff	88,432.00	.00	88,432.00	6,802.42	.00	30,503.81	57,928.19	34	85,51
5105	Overtime	.00	.00	.00	.00	.00	.00	.00	+++	28
5106	Longevity	450.00	.00	450.00	.00	.00	.00	450.00	0	
5109	HSA Employer Funding	8,000.00	.00	8,000.00	.00	.00	8,000.00	.00	100	8,00
5151	PERS Contribution	12,443.00	.00	12,443.00	952.34	.00	4,240.59	8,202.41	34	12,09
5161	Group Insurance	32,578.00	.00	32,578.00	5,153.99	3,496.78	13,584.15	15,497.07	52	35,00
5166	Medicare	1,289.00	.00	1,289.00	93.97	.00	421.29	867.71	33	1,17
	Personal Services Totals	$143,192.00	$0.00	$143,192.00	$13,002.72	$3,496.78	$56,749.84	$82,945.38	42%	$142,08
Supplies										
5201	Office Supplies	100.00	.00	100.00	.00	.00	.00	100.00	0	
5203	Computer Supplies	200.00	.00	200.00	.00	100.00	.00	100.00	50	
5205	Small Tools/Minor Equipment	3,000.00	.00	3,000.00	339.00	1,141.81	858.19	1,000.00	67	2,51
5213	Repair and Maintenance Supplies	90,000.00	2,258.65	92,258.65	3,038.21	29,411.74	19,422.01	43,424.90	53	63,91
5259	Operating Materials and Supplies	6,500.00	810.84	7,310.84	83.64	4,292.94	1,987.90	1,030.00	86	6,18
	Supplies Totals	$99,800.00	$3,069.49	$102,869.49	$3,460.85	$34,946.49	$22,268.10	$45,654.90	56%	$72,61
Services										
5321	Professional Training	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	44
5324	Professional Association Dues	.00	.00	.00	.00	600.00	.00	(600.00)	+++	
5362	Equipment Maintenance	3,000.00	.00	3,000.00	.00	1,790.00	210.00	1,000.00	67	1,30
5363	MV Repair/Maintenance-External	35,000.00	3,024.38	38,024.38	.00	19,407.42	7,536.96	11,080.00	71	17,52
5397	Uniform Rental	1,200.00	43.52	1,243.52	.00	708.56	184.96	350.00	72	55
5399	Other Miscellaneous Services	1,500.00	375.00	1,875.00	.00	787.25	487.75	600.00	68	20
	Services Totals	$41,700.00	$3,442.90	$45,142.90	$0.00	$23,293.23	$8,419.67	$13,430.00	70%	$20,03
Capital Purchases										
5639	Other Equipment	4,200.00	.00	4,200.00	.00	.00	4,159.98	40.02	99	
	Capital Purchases Totals	$4,200.00	$0.00	$4,200.00	$0.00	$0.00	$4,159.98	$40.02	99%	$
	EXPENSE TOTALS	$288,892.00	$6,512.39	$295,404.39	$16,463.57	$61,736.50	$91,597.59	$142,070.30	52%	$234,72
	Department **290 - Mechanic** Totals	($288,892.00)	($6,512.39)	($295,404.39)	($16,463.57)	($61,736.50)	($91,597.59)	($142,070.30)	52%	($234,729

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund	**110 - General Fund**									
Department	**340 - Parks and Recreation**									
	EXPENSE									
Personal Services										
5101	Salary-Elected Officials/Director	81,228.00	.00	81,228.00	6,248.39	.00	27,997.76	53,230.24	34	80,61
5102	Wages-Staff	305,660.00	.00	305,660.00	23,512.40	.00	105,352.81	200,307.19	34	272,24
5104	Wages-Part time	.00	.00	.00	.00	.00	.00	.00	+++	16,04
5105	Overtime	15,700.00	.00	15,700.00	516.59	.00	2,217.40	13,482.60	14	13,74
5106	Longevity	500.00	.00	500.00	.00	.00	.00	500.00	0	45
5109	HSA Employer Funding	28,000.00	.00	28,000.00	.00	.00	28,000.00	.00	100	28,00
5141	Wages-Seasonal Labor	100,000.00	.00	100,000.00	6,284.00	.00	18,705.57	81,294.43	19	70,27
5151	PERS Contribution	70,432.00	.00	70,432.00	4,848.56	.00	21,112.85	49,319.15	30	63,63
5161	Group Insurance	110,774.00	.00	110,774.00	17,523.29	9,741.34	46,236.13	54,796.53	51	118,94
5166	Medicare	7,295.00	.00	7,295.00	514.48	.00	2,167.86	5,127.14	30	6,33
	Personal Services Totals	$719,589.00	$0.00	$719,589.00	$59,447.71	$9,741.34	$251,790.38	$458,057.28	36%	$670,28
Supplies										
5201	Office Supplies	2,000.00	342.69	2,342.69	9.39	2,314.38	765.22	(736.91)	131	72
5203	Computer Supplies	1,500.00	328.55	1,828.55	.00	48.94	429.61	1,350.00	26	42
5205	Small Tools/Minor Equipment	4,000.00	911.70	4,911.70	676.54	519.82	1,385.38	3,006.50	39	7,99
5209	Chemicals	27,500.00	.00	27,500.00	1,405.72	1,701.00	8,002.44	17,796.56	35	22,11
5213	Repair and Maintenance Supplies	53,000.00	8,199.44	61,199.44	3,741.74	20,651.09	23,141.07	17,407.28	72	48,43
5215	Recreational Supplies	45,000.00	14,172.09	59,172.09	5,160.37	12,503.60	21,398.03	25,270.46	57	49,52
5241	Uniforms-Purchased	.00	.00	.00	(202.45)	.00	644.00	(644.00)	+++	
5251	MV Gas and Oil	20,000.00	262.32	20,262.32	730.34	1,826.54	1,535.78	16,900.00	17	11,71
5252	Aggregates	17,000.00	957.48	17,957.48	736.88	3,385.78	3,380.90	11,190.80	38	14,92
5259	Operating Materials and Supplies	5,000.00	2,329.94	7,329.94	.00	72.13	2,257.81	5,000.00	32	2,26
	Supplies Totals	$175,000.00	$27,504.21	$202,504.21	$12,258.53	$43,023.28	$62,940.24	$96,540.69	52%	$158,12
Services										
5303	Community Events	16,829.00	22.23	16,851.23	91.75	620.68	1,361.49	14,869.06	12	9,57
5311	Utilities	29,000.00	1,499.64	30,499.64	1,588.48	20,169.66	7,335.50	2,994.48	90	19,98
5321	Professional Training	1,500.00	.00	1,500.00	190.00	1,215.00	3,690.00	(3,405.00)	327	1,09
5322	Conference/Reimb	5,000.00	835.00	5,835.00	195.41	1,159.56	2,152.19	2,523.25	57	3,92
5324	Professional Association Dues	2,000.00	315.00	2,315.00	.00	.00	645.00	1,670.00	28	77
5338	Personal Service Contracts	72,000.00	.00	72,000.00	7,014.00	19,488.50	16,511.50	36,000.00	50	58,62
5339	Misc Contract Services	97,500.00	10,823.44	108,323.44	8,607.86	49,594.45	28,632.46	30,096.53	72	50,69
5361	Building Repair/Maintenance	63,500.00	47,115.00	110,615.00	2,720.00	42,252.00	12,625.00	55,738.00	50	21,55
5362	Equipment Maintenance	3,000.00	.00	3,000.00	640.00	.00	640.00	2,360.00	21	43
5391	Postage	1,000.00	.00	1,000.00	26.41	.00	113.91	886.09	11	40
5395	Printing/Advertising	20,000.00	3,800.00	23,800.00	593.00	7,100.66	8,311.42	8,387.92	65	19,01
5397	Uniform Rental	3,000.00	226.78	3,226.78	62.55	944.23	532.55	1,750.00	46	1,82
5399	Other Miscellaneous Services	10,000.00	.00	10,000.00	.00	2,336.30	480.00	7,183.70	28	2,60

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **110 - General Fund**										
Department **340 - Parks and Recreation**										
	EXPENSE									
	Services Totals	$324,329.00	$64,637.09	$388,966.09	$21,729.46	$144,881.04	$83,031.02	$161,054.03	59%	$190,51
Transfers/Other										
5515	Refunds-Fees	.00	.00	.00	835.00	.00	3,558.95	(3,558.95)	+++	
	Transfers/Other Totals	$0.00	$0.00	$0.00	$835.00	$0.00	$3,558.95	($3,558.95)	+++	$
Capital Purchases										
5632	Motor Vehicles	8,500.00	8,801.52	17,301.52	.00	.00	8,801.52	8,500.00	51	61,95
5633	Machinery and Equipment	.00	13,158.98	13,158.98	.00	.00	13,158.98	.00	100	187,68
5639	Other Equipment	6,600.00	654.10	7,254.10	.00	654.10	1,065.99	5,534.01	24	10,74
	Capital Purchases Totals	$15,100.00	$22,614.60	$37,714.60	$0.00	$654.10	$23,026.49	$14,034.01	63%	$260,37
	EXPENSE TOTALS	$1,234,018.00	$114,755.90	$1,348,773.90	$94,270.70	$198,299.76	$424,347.08	$726,127.06	46%	$1,279,29
	Department **340 - Parks and Recreation** Totals	($1,234,018.00)	($114,755.90)	($1,348,773.90)	($94,270.70)	($198,299.76)	($424,347.08)	($726,127.06)	46%	($1,279,293

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/17

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund	**110 - General Fund**									
Department	**343 - Senior Center**									
	EXPENSE									
Personal Services										
5102	Wages-Staff	60,051.00	.00	60,051.00	4,619.20	.00	20,697.80	39,353.20	34	57,66
5104	Wages-Part time	58,463.00	.00	58,463.00	4,551.81	.00	20,880.64	37,582.36	36	52,69
5105	Overtime	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	1,81
5106	Longevity	500.00	.00	500.00	.00	.00	.00	500.00	0	50
5109	HSA Employer Funding	4,000.00	.00	4,000.00	.00	.00	4,000.00	.00	100	4,00
5141	Wages-Seasonal Labor	.00	.00	.00	.00	.00	.00	.00	+++	1,73
5151	PERS Contribution	17,082.00	.00	17,082.00	1,353.76	.00	5,783.86	11,298.14	34	15,92
5161	Group Insurance	16,378.00	.00	16,378.00	2,586.29	1,729.72	6,838.55	7,809.73	52	17,59
5166	Medicare	1,769.00	.00	1,769.00	130.70	.00	592.66	1,176.34	34	1,62
	Personal Services Totals	$161,243.00	$0.00	$161,243.00	$13,241.76	$1,729.72	$58,793.51	$100,719.77	38%	$153,55
Supplies										
5201	Office Supplies	1,000.00	504.20	1,504.20	.00	.00	504.20	1,000.00	34	36
5203	Computer Supplies	1,500.00	42.49	1,542.49	.00	.00	42.49	1,500.00	3	72
5213	Repair and Maintenance Supplies	8,500.00	250.42	8,750.42	.00	230.02	330.31	8,190.09	6	5,11
5215	Recreational Supplies	4,500.00	585.31	5,085.31	.00	457.19	628.12	4,000.00	21	4,08
5216	Contributed Supplies Purchased	.00	20,700.70	20,700.70	425.00	880.73	1,651.39	18,168.58	12	1,06
5259	Operating Materials and Supplies	.00	1,124.98	1,124.98	.00	25.03	1,274.95	(175.00)	116	
	Supplies Totals	$15,500.00	$23,208.10	$38,708.10	$425.00	$1,592.97	$4,431.46	$32,683.67	16%	$11,36
Services										
5311	Utilities	13,000.00	1,046.97	14,046.97	778.57	9,693.94	2,953.03	1,400.00	90	9,85
5321	Professional Training	300.00	.00	300.00	.00	.00	.00	300.00	0	
5322	Conference/Reimb	300.00	194.00	494.00	.00	.00	194.00	300.00	39	12
5324	Professional Association Dues	150.00	100.00	250.00	.00	.00	100.00	150.00	40	
5339	Misc Contract Services	3,500.00	72.50	3,572.50	.00	1,766.83	880.67	925.00	74	12,79
5361	Building Repair/Maintenance	22,000.00	.00	22,000.00	.00	.00	.00	22,000.00	0	8,86
5391	Postage	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	1,50
	Services Totals	$40,750.00	$1,413.47	$42,163.47	$778.57	$11,460.77	$4,127.70	$26,575.00	37%	$33,14
Capital Purchases										
5639	Other Equipment	.00	.00	.00	.00	.00	.00	.00	+++	2,87
	Capital Purchases Totals	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	+++	$2,87
	EXPENSE TOTALS	$217,493.00	$24,621.57	$242,114.57	$14,445.33	$14,783.46	$67,352.67	$159,978.44	34%	$200,93
	Department **343 - Senior Center** Totals	($217,493.00)	($24,621.57)	($242,114.57)	($14,445.33)	($14,783.46)	($67,352.67)	($159,978.44)	34%	($200,930

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April, 2017 Departmental Budget

Fiscal Year to Date 04/30/1

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **110 - General Fund**										
Department **448 - Service Department**										
	EXPENSE									
Personal Services										
5101	Salary-Elected Officials/Director	82,680.00	.00	82,680.00	6,360.00	.00	28,497.70	54,182.30	34	83,57
5102	Wages-Staff	268,331.00	.00	268,331.00	20,356.30	.00	91,418.62	176,912.38	34	266,94
5105	Overtime	3,000.00	.00	3,000.00	127.68	.00	1,269.31	1,730.69	42	8,24
5106	Longevity	1,650.00	.00	1,650.00	.00	.00	.00	1,650.00	0	1,65
5109	HSA Employer Funding	28,000.00	.00	28,000.00	.00	.00	22,000.00	6,000.00	79	25,55
5151	PERS Contribution	49,793.00	.00	49,793.00	3,740.30	.00	16,871.25	32,921.75	34	48,69
5161	Group Insurance	114,341.00	.00	114,341.00	13,987.69	8,223.89	36,845.76	69,271.35	39	99,63
5166	Medicare	5,157.00	.00	5,157.00	373.70	.00	1,687.20	3,469.80	33	5,02
	Personal Services Totals	$552,952.00	$0.00	$552,952.00	$44,945.67	$8,223.89	$198,589.84	$346,138.27	37%	$539,33
Supplies										
5201	Office Supplies	1,500.00	528.77	2,028.77	232.34	185.00	989.77	854.00	58	1,36
5203	Computer Supplies	1,000.00	231.00	1,231.00	.00	.00	231.00	1,000.00	19	74
5213	Repair and Maintenance Supplies	15,000.00	3,540.51	18,540.51	726.38	9,403.14	3,466.92	5,670.45	69	8,03
5251	MV Gas and Oil	1,500.00	271.52	1,771.52	34.75	1,037.61	233.91	500.00	72	35
	Supplies Totals	$19,000.00	$4,571.80	$23,571.80	$993.47	$10,625.75	$4,921.60	$8,024.45	66%	$10,50
Services										
5301	Boards/Commissions	750.00	.00	750.00	.00	.00	.00	750.00	0	
5302	Street Lighting	270,000.00	18,498.74	288,498.74	16,968.19	159,452.18	70,046.56	59,000.00	80	209,26
5303	Community Events	28,000.00	.00	28,000.00	.00	.00	.00	28,000.00	0	27,85
5311	Utilities	.00	.00	.00	.00	.00	.00	.00	+++	(29
5321	Professional Training	1,000.00	.00	1,000.00	.00	.00	150.00	850.00	15	
5322	Conference/Reimb	250.00	.00	250.00	.00	85.00	15.00	150.00	40	1
5325	Educational Assistance	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	
5331	Engineering/Architecture	75,000.00	22,532.12	97,532.12	.00	55,633.38	1,898.74	40,000.00	59	36,49
5339	Misc Contract Services	60,500.00	4,253.95	64,753.95	3,790.93	32,759.25	7,644.71	24,349.99	62	44,28
5362	Equipment Maintenance	4,000.00	95.61	4,095.61	247.25	1,074.70	2,115.91	905.00	78	2,23
5366	Computer Maintenance	500.00	.00	500.00	.00	.00	.00	500.00	0	
5367	Streetscape Maintenance	108,000.00	15,325.00	123,325.00	7,475.00	60,665.00	26,825.00	35,835.00	71	71,63
5374	Emergency Management Services	38,500.00	.00	38,500.00	.00	1,443.00	37,057.00	.00	100	36,60
5391	Postage	500.00	.00	500.00	42.78	12.80	118.63	368.57	26	23
5395	Printing/Advertising	500.00	375.00	875.00	.00	88.14	542.22	244.64	72	6
5397	Uniform Rental	2,500.00	38.58	2,538.58	.00	1,349.23	289.35	900.00	65	1,89
5398	Tree/Grass Service	30,000.00	1,885.00	31,885.00	.00	10,755.00	1,130.00	20,000.00	37	21,59
5399	Other Miscellaneous Services	1,000.00	.00	1,000.00	.00	.00	25.00	975.00	2	20
	Services Totals	$624,000.00	$63,004.00	$687,004.00	$28,524.15	$323,317.68	$147,858.12	$215,828.20	69%	$452,34
	EXPENSE TOTALS	$1,195,952.00	$67,575.80	$1,263,527.80	$74,463.29	$342,167.32	$351,369.56	$569,990.92	55%	$1,002,17
	Department **448 - Service Department** Totals	($1,195,952.00)	($67,575.80)	($1,263,527.80)	($74,463.29)	($342,167.32)	($351,369.56)	($569,990.92)	55%	($1,002,174

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **110 - General Fund**										
Department **479 - Building Department**										
	EXPENSE									
Personal Services										
5101	Salary-Elected Officials/Director	70,374.00	.00	70,374.00	5,413.40	.00	24,307.40	46,066.60	35	56,74
5102	Wages-Staff	168,565.00	.00	168,565.00	10,477.60	.00	54,231.73	114,333.27	32	127,88
5105	Overtime	.00	.00	.00	.00	.00	147.41	(147.41)	+++	
5106	Longevity	500.00	.00	500.00	.00	.00	.00	500.00	0	45
5109	HSA Employer Funding	16,000.00	.00	16,000.00	.00	.00	16,000.00	.00	100	17,16
5151	PERS Contribution	33,521.00	.00	33,521.00	2,228.39	.00	11,262.33	22,258.67	34	23,90
5161	Group Insurance	63,175.00	.00	63,175.00	6,089.94	10,989.02	22,040.28	30,145.70	52	44,65
5166	Medicare	3,472.00	.00	3,472.00	221.78	.00	1,097.36	2,374.64	32	2,59
	Personal Services Totals	$355,607.00	$0.00	$355,607.00	$24,431.11	$10,989.02	$129,086.51	$215,531.47	39%	$273,39
Supplies										
5201	Office Supplies	2,000.00	220.41	2,220.41	109.42	353.05	367.36	1,500.00	32	1,00
5203	Computer Supplies	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	
5241	Uniforms-Purchased	3,000.00	.00	3,000.00	.00	500.00	.00	2,500.00	17	1,92
5251	MV Gas and Oil	5,000.00	180.37	5,180.37	182.01	1,402.05	778.32	3,000.00	42	1,63
	Supplies Totals	$16,000.00	$400.78	$16,400.78	$291.43	$2,255.10	$1,145.68	$13,000.00	21%	$4,55
Services										
5311	Utilities	2,000.00	.00	2,000.00	123.23	630.40	369.60	1,000.00	50	1,38
5321	Professional Training	5,000.00	.00	5,000.00	199.00	704.00	865.00	3,431.00	31	82
5322	Conference/Reimb	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	47
5323	Publications	1,500.00	.00	1,500.00	76.28	923.72	76.28	500.00	67	96
5324	Professional Association Dues	800.00	.00	800.00	.00	.00	80.00	720.00	10	27
5331	Engineering/Architecture	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	
5339	Misc Contract Services	20,000.00	1,007.50	21,007.50	4,696.25	10,302.75	5,703.75	5,001.00	76	56,89
5362	Equipment Maintenance	4,000.00	56.59	4,056.59	306.12	3,031.87	1,024.72	.00	100	2,83
5366	Computer Maintenance	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	
5376	County Health Services	30,000.00	4,995.00	34,995.00	.00	15,960.00	9,033.00	10,002.00	71	17,77
5391	Postage	1,000.00	.00	1,000.00	9.66	.00	148.02	851.98	15	53
5395	Printing/Advertising	2,500.00	.00	2,500.00	.00	627.87	372.13	1,500.00	40	93
5399	Other Miscellaneous Services	500.00	.00	500.00	.00	.00	.00	500.00	0	
	Services Totals	$72,300.00	$6,059.09	$78,359.09	$5,410.54	$32,180.61	$17,672.50	$28,505.98	64%	$82,88
Transfers/Other										
5513	Refunds-Permit	.00	.00	.00	41.20	.00	45.72	(45.72)	+++	
	Transfers/Other Totals	$0.00	$0.00	$0.00	$41.20	$0.00	$45.72	($45.72)	+++	$
Capital Purchases										
5631	Furniture and Fixtures	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	
5632	Motor Vehicles	25,000.00	.00	25,000.00	.00	.00	.00	25,000.00	0	22,38

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/1
Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **110 - General Fund**										
Department **479 - Building Department**										
	EXPENSE									
	Capital Purchases Totals	$27,000.00	$0.00	$27,000.00	$0.00	$0.00	$0.00	$27,000.00	0%	$22,38
	EXPENSE TOTALS	$470,907.00	$6,459.87	$477,366.87	$30,174.28	$45,424.73	$147,950.41	$283,991.73	41%	$383,21
	Department **479 - Building Department** Totals	($470,907.00)	($6,459.87)	($477,366.87)	($30,174.28)	($45,424.73)	($147,950.41)	($283,991.73)	41%	($383,215

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/1

Include Rollup Account and Rollup to Accou

Account	Account Description		Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **110 - General Fund**											
Department **522 - Mayor**											
	EXPENSE										
Personal Services											
5101	Salary-Elected Officials/Director		97,803.00	.00	97,803.00	7,523.24	.00	33,854.58	63,948.42	35	103,38
5102	Wages-Staff		.00	.00	.00	.00	.00	.00	.00	+++	6,79
5109	HSA Employer Funding		4,000.00	.00	4,000.00	.00	.00	4,000.00	.00	100	4,50
5151	PERS Contribution		13,692.00	.00	13,692.00	1,124.56	.00	4,810.96	8,881.04	35	15,41
5161	Group Insurance		16,169.00	.00	16,169.00	2,564.99	1,462.18	6,732.05	7,974.77	51	19,31
5166	Medicare		1,418.00	.00	1,418.00	107.03	.00	481.63	936.37	34	1,56
		Personal Services Totals	$133,082.00	$0.00	$133,082.00	$11,319.82	$1,462.18	$49,879.22	$81,740.60	39%	$150,97
Supplies											
5201	Office Supplies		600.00	199.81	799.81	93.30	325.00	293.11	181.70	77	36
5203	Computer Supplies		500.00	.00	500.00	.00	.00	.00	500.00	0	
		Supplies Totals	$1,100.00	$199.81	$1,299.81	$93.30	$325.00	$293.11	$681.70	48%	$36
Services											
5311	Utilities		850.00	.00	850.00	65.77	602.72	197.28	50.00	94	85
5322	Conference/Reimb		100.00	.00	100.00	.00	.00	.00	100.00	0	
5324	Professional Association Dues		1,000.00	.00	1,000.00	.00	100.00	4,835.00	(3,935.00)	494	1,11
5332	Legal Services		30,000.00	427.50	30,427.50	522.50	14,335.00	1,092.50	15,000.00	51	28,63
5339	Misc Contract Services		5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	4,70
5391	Postage		250.00	.00	250.00	7.82	.00	33.30	216.70	13	7
5399	Other Miscellaneous Services		1,000.00	.00	1,000.00	.00	.00	434.72	565.28	43	2,57
		Services Totals	$38,200.00	$427.50	$38,627.50	$596.09	$15,037.72	$6,592.80	$16,996.98	56%	$37,94
		EXPENSE TOTALS	$172,382.00	$627.31	$173,009.31	$12,009.21	$16,824.90	$56,765.13	$99,419.28	43%	$189,28
		Department **522 - Mayor** Totals	($172,382.00)	($627.31)	($173,009.31)	($12,009.21)	($16,824.90)	($56,765.13)	($99,419.28)	43%	($189,287

Attachment: April, 2017 Departmental Budget 05_25_2017 2_38_02 PM_Joni Crawford_46101QSJ (1779 :

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April, 2017 Departmental Budget

Fiscal Year to Date 04/30/1

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **110 - General Fund**										
Department **534 - Civil Service Commission**										
	EXPENSE									
Personal Services										
5104	Wages-Part time	52,382.00	.00	52,382.00	3,917.33	.00	17,387.71	34,994.29	33	48,45
5151	PERS Contribution	7,333.00	.00	7,333.00	523.38	.00	2,403.07	4,929.93	33	6,61
5166	Medicare	760.00	.00	760.00	56.81	.00	252.13	507.87	33	70
	Personal Services Totals	$60,475.00	$0.00	$60,475.00	$4,497.52	$0.00	$20,042.91	$40,432.09	33%	$55,77
Supplies										
5201	Office Supplies	600.00	150.52	750.52	.00	400.00	150.52	200.00	73	24
5203	Computer Supplies	400.00	.00	400.00	.00	.00	.00	400.00	0	
	Supplies Totals	$1,000.00	$150.52	$1,150.52	$0.00	$400.00	$150.52	$600.00	48%	$24
Services										
5322	Conference/Reimb	600.00	.00	600.00	.00	150.00	.00	450.00	25	30
5332	Legal Services	1,000.00	125.00	1,125.00	.00	577.50	47.50	500.00	56	90
5336	Medical Services/Physical Exams	7,500.00	2,078.00	9,578.00	.00	2,550.00	3,728.00	3,300.00	66	9,58
5339	Misc Contract Services	5,000.00	.00	5,000.00	.00	1,500.00	500.00	3,000.00	40	2,80
5391	Postage	200.00	.00	200.00	.00	.00	6.90	193.10	3	13
5395	Printing/Advertising	6,000.00	1,200.00	7,200.00	.00	3,269.98	730.02	3,200.00	56	2,86
5399	Other Miscellaneous Services	500.00	.00	500.00	.00	.00	.00	500.00	0	8
	Services Totals	$20,800.00	$3,403.00	$24,203.00	$0.00	$8,047.48	$5,012.42	$11,143.10	54%	$16,67
Capital Purchases										
5631	Furniture and Fixtures	500.00	.00	500.00	.00	.00	.00	500.00	0	
	Capital Purchases Totals	$500.00	$0.00	$500.00	$0.00	$0.00	$0.00	$500.00	0%	$
	EXPENSE TOTALS	$82,775.00	$3,553.52	$86,328.52	$4,497.52	$8,447.48	$25,205.85	$52,675.19	39%	$72,69
	Department **534 - Civil Service Commission** Totals	($82,775.00)	($3,553.52)	($86,328.52)	($4,497.52)	($8,447.48)	($25,205.85)	($52,675.19)	39%	($72,699

Attachment: April, 2017 Departmental Budget 05_25_2017 2_38_02 PM_Joni Crawford_46101QSJ (1779 :

Run by Joni Crawford on 05/19/2017 12:16:06 PM

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/1

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund	**110 - General Fund**									
Department	**545 - City Auditor**									
	EXPENSE									
Personal Services										
5101	Salary-Elected Officials/Director	79,948.00	.00	79,948.00	6,272.86	.00	28,166.37	51,781.63	35	79,94
5102	Wages-Staff	130,549.00	.00	130,549.00	10,043.44	.00	45,002.32	85,546.68	34	127,75
5104	Wages-Part time	33,600.00	.00	33,600.00	2,438.86	.00	11,407.01	22,192.99	34	31,82
5105	Overtime	2,000.00	.00	2,000.00	32.30	.00	32.30	1,967.70	2	
5106	Longevity	1,050.00	.00	1,050.00	.00	.00	.00	1,050.00	0	1,05
5109	HSA Employer Funding	16,000.00	.00	16,000.00	.00	604.09	15,062.58	333.33	98	12,00
5151	PERS Contribution	34,601.00	.00	34,601.00	2,515.67	.00	11,648.18	22,952.82	34	33,19
5161	Group Insurance	65,252.00	.00	65,252.00	12,753.31	5,917.06	25,990.57	33,344.37	49	54,24
5166	Medicare	3,584.00	.00	3,584.00	262.37	.00	1,187.66	2,396.34	33	3,39
	Personal Services Totals	$366,584.00	$0.00	$366,584.00	$34,318.81	$6,521.15	$138,496.99	$221,565.86	40%	$343,41
Supplies										
5201	Office Supplies	2,500.00	792.88	3,292.88	.00	1,122.08	854.16	1,316.64	60	31
5203	Computer Supplies	3,200.00	374.48	3,574.48	.00	1,500.00	374.48	1,700.00	52	45
	Supplies Totals	$5,700.00	$1,167.36	$6,867.36	$0.00	$2,622.08	$1,228.64	$3,016.64	56%	$77
Services										
5321	Professional Training	1,350.00	79.00	1,429.00	.00	.00	79.00	1,350.00	6	
5322	Conference/Reimb	3,000.00	.00	3,000.00	15.94	718.14	56.86	2,225.00	26	1,59
5323	Publications	100.00	.00	100.00	.00	.00	.00	100.00	0	
5324	Professional Association Dues	1,100.00	.00	1,100.00	.00	542.00	355.00	203.00	82	88
5333	Outside Professional Services	37,500.00	.00	37,500.00	4,391.50	24,940.50	12,969.50	(410.00)	101	36,32
5339	Misc Contract Services	11,000.00	3,577.50	14,577.50	2,200.00	14,027.50	3,250.00	(2,700.00)	119	6,71
5362	Equipment Maintenance	700.00	.00	700.00	48.87	861.52	195.48	(357.00)	151	1,02
5391	Postage	1,800.00	.00	1,800.00	107.10	.00	567.43	1,232.57	32	1,62
5395	Printing/Advertising	1,000.00	.00	1,000.00	.00	75.00	.00	925.00	8	1,39
5399	Other Miscellaneous Services	13,500.00	.00	13,500.00	579.46	450.00	1,539.31	11,510.69	15	5,18
	Services Totals	$71,050.00	$3,656.50	$74,706.50	$7,342.87	$41,614.66	$19,012.58	$14,079.26	81%	$54,76
Capital Purchases										
5639	Other Equipment	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
	Capital Purchases Totals	$1,000.00	$0.00	$1,000.00	$0.00	$0.00	$0.00	$1,000.00	0%	$
	EXPENSE TOTALS	$444,334.00	$4,823.86	$449,157.86	$41,661.68	$50,757.89	$158,738.21	$239,661.76	47%	$398,95
	Department **545 - City Auditor** Totals	($444,334.00)	($4,823.86)	($449,157.86)	($41,661.68)	($50,757.89)	($158,738.21)	($239,661.76)	47%	($398,958

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/1

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **110 - General Fund**										
Department **554 - City Attorney**										
	EXPENSE									
Personal Services										
5101	Salary-Elected Officials/Director	97,803.00	.00	97,803.00	7,523.24	.00	33,854.58	63,948.42	35	97,80
5102	Wages-Staff	182,585.00	.00	182,585.00	13,924.21	.00	64,151.89	118,433.11	35	175,54
5104	Wages-Part time	82,944.00	.00	82,944.00	6,319.80	.00	29,192.19	53,751.81	35	80,30
5106	Longevity	500.00	.00	500.00	.00	.00	.00	500.00	0	50
5109	HSA Employer Funding	18,000.00	.00	18,000.00	.00	.00	18,000.00	.00	100	16,66
5151	PERS Contribution	50,937.00	.00	50,937.00	3,887.40	.00	17,777.06	33,159.94	35	49,17
5161	Group Insurance	72,670.00	.00	72,670.00	11,372.62	6,163.74	30,221.00	36,285.26	50	76,23
5166	Medicare	5,276.00	.00	5,276.00	388.88	.00	1,782.52	3,493.48	34	4,95
	Personal Services Totals	$510,715.00	$0.00	$510,715.00	$43,416.15	$6,163.74	$194,979.24	$309,572.02	39%	$501,19
Supplies										
5201	Office Supplies	1,500.00	131.66	1,631.66	42.91	479.91	766.75	385.00	76	1,44
5203	Computer Supplies	400.00	.00	400.00	.00	.00	.00	400.00	0	
5205	Small Tools/Minor Equipment	500.00	.00	500.00	.00	.00	.00	500.00	0	
	Supplies Totals	$2,400.00	$131.66	$2,531.66	$42.91	$479.91	$766.75	$1,285.00	49%	$1,44
Services										
5321	Professional Training	2,500.00	.00	2,500.00	.00	.00	445.00	2,055.00	18	1,62
5322	Conference/Reimb	250.00	.00	250.00	.00	.00	.00	250.00	0	
5323	Publications	5,750.00	814.17	6,564.17	700.17	1,534.76	2,239.68	2,789.73	58	5,44
5324	Professional Association Dues	1,500.00	.00	1,500.00	.00	910.00	1,015.00	(425.00)	128	1,22
5332	Legal Services	40,000.00	1,126.15	41,126.15	.00	1,538.25	14,647.90	24,940.00	39	34,01
5333	Outside Professional Services	14,500.00	833.34	15,333.34	416.67	3,750.03	11,583.35	(.04)	100	13,66
5337	Public Defender	5,000.00	670.80	5,670.80	415.00	2,091.20	1,579.60	2,000.00	65	2,79
5339	Misc Contract Services	1,600.00	.00	1,600.00	32.00	818.00	932.00	(150.00)	109	1,50
5341	Court Costs and Fees	300.00	.00	300.00	.00	.00	.00	300.00	0	
5366	Computer Maintenance	250.00	.00	250.00	.00	.00	.00	250.00	0	
5391	Postage	500.00	.00	500.00	37.22	.00	161.22	338.78	32	45
5399	Other Miscellaneous Services	2,500.00	.00	2,500.00	486.85	763.15	486.85	1,250.00	50	2,02
	Services Totals	$74,650.00	$3,444.46	$78,094.46	$2,087.91	$11,405.39	$33,090.60	$33,598.47	57%	$62,74
	EXPENSE TOTALS	$587,765.00	$3,576.12	$591,341.12	$45,546.97	$18,049.04	$228,836.59	$344,455.49	42%	$565,38
	Department **554 - City Attorney** Totals	($587,765.00)	($3,576.12)	($591,341.12)	($45,546.97)	($18,049.04)	($228,836.59)	($344,455.49)	42%	($565,380

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund	**110 - General Fund**									
Department	**571 - City Council**									
	EXPENSE									
Personal Services										
5101	Salary-Elected Officials/Director	60,902.00	.00	60,902.00	5,074.59	.00	20,298.36	40,603.64	33	60,89
5102	Wages-Staff	83,479.00	.00	83,479.00	6,423.32	.00	28,841.93	54,637.07	35	81,68
5109	HSA Employer Funding	6,000.00	.00	6,000.00	.00	.00	6,000.00	.00	100	6,00
5151	PERS Contribution	19,988.00	.00	19,988.00	1,609.71	.00	6,862.02	13,125.98	34	19,89
5161	Group Insurance	26,360.00	.00	26,360.00	3,955.77	2,497.98	10,307.16	13,554.86	49	26,33
5166	Medicare	2,070.00	.00	2,070.00	160.19	.00	683.13	1,386.87	33	1,99
	Personal Services Totals	$198,799.00	$0.00	$198,799.00	$17,223.58	$2,497.98	$72,992.60	$123,308.42	38%	$196,80
Supplies										
5201	Office Supplies	1,200.00	.00	1,200.00	.00	419.87	374.23	405.90	66	48
5203	Computer Supplies	500.00	.00	500.00	.00	.00	.00	500.00	0	
	Supplies Totals	$1,700.00	$0.00	$1,700.00	$0.00	$419.87	$374.23	$905.90	47%	$48
Services										
5321	Professional Training	600.00	.00	600.00	.00	.00	397.00	203.00	66	
5322	Conference/Reimb	700.00	.00	700.00	91.38	.00	414.10	285.90	59	69
5323	Publications	100.00	.00	100.00	.00	.00	.00	100.00	0	
5324	Professional Association Dues	400.00	.00	400.00	.00	.00	.00	400.00	0	39
5339	Misc Contract Services	31,000.00	126.75	31,126.75	159.60	3,610.55	11,961.60	15,554.60	50	19,29
5391	Postage	300.00	.00	300.00	4.14	.00	49.03	250.97	16	13
5395	Printing/Advertising	8,000.00	467.88	8,467.88	257.04	1,823.38	1,144.50	5,500.00	35	5,08
5399	Other Miscellaneous Services	6,000.00	.00	6,000.00	.00	.00	135.20	5,864.80	2	16
	Services Totals	$47,100.00	$594.63	$47,694.63	$512.16	$5,433.93	$14,101.43	$28,159.27	41%	$25,76
	EXPENSE TOTALS	$247,599.00	$594.63	$248,193.63	$17,735.74	$8,351.78	$87,468.26	$152,373.59	39%	$223,05
	Department **571 - City Council** Totals	($247,599.00)	($594.63)	($248,193.63)	($17,735.74)	($8,351.78)	($87,468.26)	($152,373.59)	39%	($223,051

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/1

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund	**110 - General Fund**									
Department	**580 - Development Department**									
	EXPENSE									
Personal Services										
5101	Salary-Elected Officials/Director	81,834.00	.00	81,834.00	6,295.00	.00	28,206.50	53,627.50	34	78,51
5102	Wages-Staff	83,002.00	.00	83,002.00	6,386.48	.00	28,632.45	54,369.55	34	80,06
5109	HSA Employer Funding	8,000.00	.00	8,000.00	.00	.00	8,000.00	.00	100	8,00
5151	PERS Contribution	23,077.00	.00	23,077.00	1,775.42	.00	7,893.75	15,183.25	34	22,08
5161	Group Insurance	31,896.00	.00	31,896.00	5,026.88	2,805.27	13,392.20	15,698.53	51	34,09
5166	Medicare	2,390.00	.00	2,390.00	179.48	.00	804.37	1,585.63	34	2,23
	Personal Services Totals	$230,199.00	$0.00	$230,199.00	$19,663.26	$2,805.27	$86,929.27	$140,464.46	39%	$224,99
Supplies										
5201	Office Supplies	1,500.00	299.14	1,799.14	.00	1,533.55	365.59	(100.00)	106	73
5203	Computer Supplies	1,000.00	116.19	1,116.19	.00	500.00	116.19	500.00	55	
	Supplies Totals	$2,500.00	$415.33	$2,915.33	$0.00	$2,033.55	$481.78	$400.00	86%	$73
Services										
5301	Boards/Commissions	2,500.00	.00	2,500.00	.00	84.00	416.00	2,000.00	20	40
5311	Utilities	1,750.00	.00	1,750.00	100.78	1,198.35	301.65	250.00	86	1,26
5321	Professional Training	5,000.00	.00	5,000.00	25.00	650.00	135.00	4,215.00	16	33
5322	Conference/Reimb	5,000.00	15.00	5,015.00	15.00	2,889.63	435.37	1,690.00	66	4,66
5323	Publications	150.00	.00	150.00	.00	100.00	520.00	(470.00)	413	21
5324	Professional Association Dues	2,500.00	.00	2,500.00	.00	1,520.00	1,000.00	(20.00)	101	2,28
5339	Misc Contract Services	50,000.00	639.00	50,639.00	4,050.00	13,124.80	8,614.20	28,900.00	43	15,25
5391	Postage	500.00	.00	500.00	28.52	.00	327.50	172.50	66	49
5399	Other Miscellaneous Services	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	31
	Services Totals	$68,400.00	$654.00	$69,054.00	$4,219.30	$19,566.78	$11,749.72	$37,737.50	45%	$25,24
	EXPENSE TOTALS	$301,099.00	$1,069.33	$302,168.33	$23,882.56	$24,405.60	$99,160.77	$178,601.96	41%	$250,96
	Department **580 - Development Department** Totals	($301,099.00)	($1,069.33)	($302,168.33)	($23,882.56)	($24,405.60)	($99,160.77)	($178,601.96)	41%	($250,969

Attachment: April, 2017 Departmental Budget 05_25_2017 2_38_02 PM_Joni Crawford_46101QSJ (1779 :

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April, 2017 Departmental Budget

Fiscal Year to Date 04/30/1

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **110 - General Fund**										
Department **582 - Human Resources Department**										
	EXPENSE									
Personal Services										
5101	Salary-Elected Officials/Director	77,897.00	.00	77,897.00	5,992.01	.00	26,848.81	51,048.19	34	62,36
5106	Longevity	450.00	.00	450.00	450.00	.00	450.00	.00	100	
5109	HSA Employer Funding	2,000.00	.00	2,000.00	.00	.00	2,000.00	.00	100	1,50
5151	PERS Contribution	10,969.00	.00	10,969.00	767.58	.00	3,655.28	7,313.72	33	8,68
5161	Group Insurance	7,334.00	.00	7,334.00	1,068.72	699.98	3,073.15	3,560.87	51	5,81
5166	Medicare	1,136.00	.00	1,136.00	91.91	.00	389.05	746.95	34	88
	Personal Services Totals	$99,786.00	$0.00	$99,786.00	$8,370.22	$699.98	$36,416.29	$62,669.73	37%	$79,25
Supplies										
5201	Office Supplies	800.00	48.91	848.91	58.49	252.52	146.39	450.00	47	51
5203	Computer Supplies	500.00	.00	500.00	.00	300.00	.00	200.00	60	23
5208	OSHA Supplies	11,000.00	322.23	11,322.23	476.18	2,551.32	3,495.90	5,275.01	53	8,93
	Supplies Totals	$12,300.00	$371.14	$12,671.14	$534.67	$3,103.84	$3,642.29	$5,925.01	53%	$9,68
Services										
5321	Professional Training	500.00	.00	500.00	.00	.00	.00	500.00	0	
5322	Conference/Reimb	300.00	.00	300.00	.00	.00	125.00	175.00	42	15
5323	Publications	200.00	.00	200.00	.00	.00	339.60	(139.60)	170	31
5324	Professional Association Dues	450.00	.00	450.00	200.00	.00	399.00	51.00	89	39
5336	Medical Services/Physical Exams	3,000.00	133.66	3,133.66	357.00	1,554.50	673.16	906.00	71	1,46
5339	Misc Contract Services	5,000.00	.00	5,000.00	.00	1,600.00	.00	3,400.00	32	1,39
5391	Postage	200.00	.00	200.00	4.14	.00	23.35	176.65	12	15
5399	Other Miscellaneous Services	13,000.00	460.95	13,460.95	2,065.25	241.10	8,132.82	5,087.03	62	13,69
	Services Totals	$22,650.00	$594.61	$23,244.61	$2,626.39	$3,395.60	$9,692.93	$10,156.08	56%	$17,57
	EXPENSE TOTALS	$134,736.00	$965.75	$135,701.75	$11,531.28	$7,199.42	$49,751.51	$78,750.82	42%	$106,50
	Department **582 - Human Resources Department** Totals	($134,736.00)	($965.75)	($135,701.75)	($11,531.28)	($7,199.42)	($49,751.51)	($78,750.82)	42%	($106,509

Attachment: April, 2017 Departmental Budget 05_25_2017 2_38_02 PM_Joni Crawford_46101QSJ (1779 :

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/1

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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund	**110 - General Fund**									
Department	**584 - Computer Department**									
	EXPENSE									
Personal Services										
5101	Salary-Elected Officials/Director	.00	.00	.00	.00	.00	.00	.00	+++	62,81
5102	Wages-Staff	63,076.00	.00	63,076.00	4,852.00	.00	21,786.00	41,290.00	35	61,70
5105	Overtime	.00	.00	.00	68.23	.00	1,828.16	(1,828.16)	+++	5,13
5109	HSA Employer Funding	4,000.00	2,941.40	6,941.40	.00	5,911.19	1,030.21	.00	100	5,20
5151	PERS Contribution	9,531.00	.00	9,531.00	679.28	.00	3,382.87	6,148.13	35	17,87
5161	Group Insurance	16,412.00	.00	16,412.00	2,588.24	1,847.89	6,848.30	7,715.81	53	32,37
5166	Medicare	987.00	.00	987.00	69.24	.00	332.95	654.05	34	1,82
	Personal Services Totals	$94,006.00	$2,941.40	$96,947.40	$8,256.99	$7,759.08	$35,208.49	$53,979.83	44%	$186,92
Supplies										
5201	Office Supplies	500.00	.00	500.00	.00	.00	.00	500.00	0	33
5203	Computer Supplies	2,000.00	607.01	2,607.01	.00	1,187.01	1,291.21	128.79	95	99
	Supplies Totals	$2,500.00	$607.01	$3,107.01	$0.00	$1,187.01	$1,291.21	$628.79	80%	$1,32
Services										
5311	Utilities	3,500.00	2,069.46	5,569.46	23.51	2,565.61	223.85	2,780.00	50	1,33
5321	Professional Training	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	4,12
5339	Misc Contract Services	87,000.00	17,295.53	104,295.53	18,000.00	86,892.90	40,639.95	(23,237.32)	122	52,15
5366	Computer Maintenance	164,100.00	14,957.92	179,057.92	700.00	60,007.95	81,486.84	37,563.13	79	127,41
5399	Other Miscellaneous Services	.00	268.50	268.50	.00	268.50	.00	.00	100	1,73
	Services Totals	$259,600.00	$34,591.41	$294,191.41	$18,723.51	$149,734.96	$122,350.64	$22,105.81	92%	$186,75
Capital Purchases										
5631	Furniture and Fixtures	3,500.00	.00	3,500.00	.00	.00	.00	3,500.00	0	23,00
5639	Other Equipment	82,500.00	104.00	82,604.00	.00	104.00	9,426.00	73,074.00	12	17,69
	Capital Purchases Totals	$86,000.00	$104.00	$86,104.00	$0.00	$104.00	$9,426.00	$76,574.00	11%	$40,69
	EXPENSE TOTALS	$442,106.00	$38,243.82	$480,349.82	$26,980.50	$158,785.05	$168,276.34	$153,288.43	68%	$415,70
	Department **584 - Computer Department** Totals	($442,106.00)	($38,243.82)	($480,349.82)	($26,980.50)	($158,785.05)	($168,276.34)	($153,288.43)	68%	($415,706

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund	**110 - General Fund**									
Department	**593 - Clerk of Courts**									
	EXPENSE									
Personal Services										
5101	Salary-Elected Officials/Director	67,421.00	.00	67,421.00	4,993.99	.00	22,423.99	44,997.01	33	63,75
5102	Wages-Staff	75,356.00	.00	75,356.00	5,726.80	.00	25,601.87	49,754.13	34	71,34
5104	Wages-Part time	22,277.00	.00	22,277.00	1,805.40	.00	8,106.60	14,170.40	36	18,33
5106	Longevity	450.00	.00	450.00	.00	.00	.00	450.00	0	45
5109	HSA Employer Funding	8,000.00	.00	8,000.00	.00	.00	8,000.00	.00	100	5,33
5151	PERS Contribution	23,171.00	.00	23,171.00	1,753.67	.00	7,792.66	15,378.34	34	20,77
5161	Group Insurance	34,462.00	.00	34,462.00	5,319.30	3,175.16	14,038.50	17,248.34	50	26,72
5166	Medicare	2,400.00	.00	2,400.00	176.18	.00	785.67	1,614.33	33	2,18
	Personal Services Totals	$233,537.00	$0.00	$233,537.00	$19,775.34	$3,175.16	$86,749.29	$143,612.55	39%	$208,90
Supplies										
5201	Office Supplies	4,500.00	.00	4,500.00	357.75	1,995.39	944.86	1,559.75	65	2,49
	Supplies Totals	$4,500.00	$0.00	$4,500.00	$357.75	$1,995.39	$944.86	$1,559.75	65%	$2,49
Services										
5321	Professional Training	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	
5322	Conference/Reimb	250.00	.00	250.00	.00	.00	.00	250.00	0	
5323	Publications	450.00	195.36	645.36	.00	397.56	247.80	.00	100	23
5324	Professional Association Dues	350.00	.00	350.00	.00	.00	.00	350.00	0	
5332	Legal Services	56,000.00	8,000.00	64,000.00	3,000.00	45,000.00	20,000.00	(1,000.00)	102	51,50
5339	Misc Contract Services	1,000.00	34.00	1,034.00	90.00	760.00	268.50	5.50	99	52
5344	Witness Fees	250.00	.00	250.00	18.00	.00	18.00	232.00	7	9
5362	Equipment Maintenance	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
5377	Municipal Court	25,000.00	.00	25,000.00	.00	20,189.00	4,811.00	.00	100	8,59
5391	Postage	1,700.00	.00	1,700.00	84.04	.00	395.39	1,304.61	23	1,18
5393	L.E.A.D.S Terminal	600.00	.00	600.00	.00	600.00	.00	.00	100	60
5399	Other Miscellaneous Services	2,400.00	45.00	2,445.00	170.00	2,265.00	305.00	(125.00)	105	80
	Services Totals	$90,500.00	$8,274.36	$98,774.36	$3,362.04	$69,211.56	$26,045.69	$3,517.11	96%	$63,53
	EXPENSE TOTALS	$328,537.00	$8,274.36	$336,811.36	$23,495.13	$74,382.11	$113,739.84	$148,689.41	56%	$274,93
	Department **593 - Clerk of Courts** Totals	($328,537.00)	($8,274.36)	($336,811.36)	($23,495.13)	($74,382.11)	($113,739.84)	($148,689.41)	56%	($274,936

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **110 - General Fund**										
Department **595 - General and Administrative**										
	EXPENSE									
Personal Services										
5164	Workers Compensation	281,036.00	.00	281,036.00	.00	3,500.00	202,006.74	75,529.26	73	149,80
5165	Unemployment Compensation	25,000.00	4,534.00	29,534.00	1,719.69	6,085.00	8,449.00	15,000.00	49	19,41
	Personal Services Totals	$306,036.00	$4,534.00	$310,570.00	$1,719.69	$9,585.00	$210,455.74	$90,529.26	71%	$169,21
Supplies										
5202	Photo Copy Supplies	3,500.00	.00	3,500.00	362.00	2,183.68	1,187.16	129.16	96	2,14
	Supplies Totals	$3,500.00	$0.00	$3,500.00	$362.00	$2,183.68	$1,187.16	$129.16	96%	$2,14
Services										
5301	Boards/Commissions	14,000.00	54.91	14,054.91	637.54	1,475.49	2,579.42	10,000.00	29	8,33
5311	Utilities	175,000.00	6,039.37	181,039.37	10,278.51	108,003.21	42,536.16	30,500.00	83	138,71
5324	Professional Association Dues	24,000.00	.00	24,000.00	.00	10,179.86	10,161.14	3,659.00	85	22,97
5351	Liability Insurance Deductible	185,000.00	.00	185,000.00	.00	13,398.00	104,111.50	67,490.50	64	112,19
5352	Motor Vehicle Insurance	50,000.00	.00	50,000.00	.00	.00	28,067.00	21,933.00	56	28,92
5353	Employee Fidelity Bond	2,000.00	.00	2,000.00	1,172.00	.00	1,172.00	828.00	59	1,17
5361	Building Repair/Maintenance	110,000.00	14,264.87	124,264.87	.00	27,020.34	9,818.73	87,425.80	30	63,38
5362	Equipment Maintenance	2,500.00	.00	2,500.00	.00	2,000.00	.00	500.00	80	10
5371	Election Expense	60,000.00	.00	60,000.00	.00	.00	.00	60,000.00	0	55,47
5372	Delinquent Tax Advertising	1,000.00	.00	1,000.00	.00	.00	7.43	992.57	1	56
5373	Auditor/Treasurer Fees	8,000.00	.00	8,000.00	.00	.00	2,592.09	5,407.91	32	3,92
5391	Postage	8,500.00	632.68	9,132.68	(642.39)	2,607.02	247.39	6,278.27	31	5,31
5394	Taxes/Assessments-City Property	16,000.00	.00	16,000.00	.00	13,967.34	2,032.66	.00	100	1,97
5399	Other Miscellaneous Services	10,000.00	.00	10,000.00	.00	255.00	345.00	9,400.00	6	8,70
	Services Totals	$666,000.00	$20,991.83	$686,991.83	$11,445.66	$178,906.26	$203,670.52	$304,415.05	56%	$451,76
Capital Purchases										
5632	Motor Vehicles	.00	.00	.00	.00	.00	.00	.00	+++	23,25
5639	Other Equipment	13,000.00	.00	13,000.00	997.74	9,009.04	3,990.96	.00	100	14,40
	Capital Purchases Totals	$13,000.00	$0.00	$13,000.00	$997.74	$9,009.04	$3,990.96	$0.00	100%	$37,66
	EXPENSE TOTALS	$988,536.00	$25,525.83	$1,014,061.83	$14,525.09	$199,683.98	$419,304.38	$395,073.47	61%	$660,79
	Department **595 - General and Administrative** Totals	($988,536.00)	($25,525.83)	($1,014,061.83)	($14,525.09)	($199,683.98)	($419,304.38)	($395,073.47)	61%	($660,798

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/17

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **110 - General Fund**										
Department **810 - Public Health and Welfare**										
	EXPENSE									
Services										
5376	County Health Services	285,500.00	.00	285,500.00	.00	.00	142,749.83	142,750.17	50	271,28
	Services Totals	$285,500.00	$0.00	$285,500.00	$0.00	$0.00	$142,749.83	$142,750.17	50%	$271,28
	EXPENSE TOTALS	$285,500.00	$0.00	$285,500.00	$0.00	$0.00	$142,749.83	$142,750.17	50%	$271,28
	Department **810 - Public Health and Welfare** Totals	($285,500.00)	$0.00	($285,500.00)	$0.00	$0.00	($142,749.83)	($142,750.17)	50%	($271,288
	Fund **110 - General Fund** Totals	$16,658,617.00	$455,080.00	$17,113,697.00	$1,194,104.24	$1,808,710.70	$5,989,906.89	$9,315,079.41		$15,819,70

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/1

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund	**220 - Income Tax Fund**									
Department	**000 - General**									
	EXPENSE									
Transfers/Other										
5000	Contingency Reserve	.00	.00	.00	.00	2,518,581.11	.00	(2,518,581.11)	+++	
	Transfers/Other Totals	$0.00	$0.00	$0.00	$0.00	$2,518,581.11	$0.00	($2,518,581.11)	+++	$
	EXPENSE TOTALS	$0.00	$0.00	$0.00	$0.00	$2,518,581.11	$0.00	($2,518,581.11)	+++	$
	Department **000 - General** Totals	$0.00	$0.00	$0.00	$0.00	($2,518,581.11)	$0.00	$2,518,581.11	+++	$

April, 2017 Departmental Budg

Fiscal Year to Date 04/30/1

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **220 - Income Tax Fund**										
Department **564 - Income Tax Division**										
	EXPENSE									
Personal Services										
5101	Salary-Elected Officials/Director	61,348.00	.00	61,348.00	4,719.41	.00	21,146.61	40,201.39	34	58,85
5106	Longevity	600.00	.00	600.00	.00	.00	.00	600.00	0	60
5109	HSA Employer Funding	2,000.00	.00	2,000.00	.00	.00	2,000.00	.00	100	2,00
5151	PERS Contribution	8,673.00	.00	8,673.00	660.72	.00	2,935.14	5,737.86	34	8,28
5161	Group Insurance	7,214.00	.00	7,214.00	1,058.12	777.04	3,020.10	3,416.86	53	7,62
5164	Workers Compensation	2,078.00	.00	2,078.00	.00	.00	2,078.11	(.11)	100	1,68
	Personal Services Totals	$81,913.00	$0.00	$81,913.00	$6,438.25	$777.04	$31,179.96	$49,956.00	39%	$79,05
Supplies										
5201	Office Supplies	250.00	138.69	388.69	.00	250.00	138.69	.00	100	8
5203	Computer Supplies	350.00	51.71	401.71	.00	350.00	51.71	.00	100	14
	Supplies Totals	$600.00	$190.40	$790.40	$0.00	$600.00	$190.40	$0.00	100%	$23
Services										
5322	Conference/Reimb	700.00	.00	700.00	.00	242.75	82.25	375.00	46	41
5323	Publications	200.00	.00	200.00	.00	200.00	.00	.00	100	14
5324	Professional Association Dues	25.00	.00	25.00	.00	.00	25.00	.00	100	2
5339	Misc Contract Services	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	58,56
5353	Employee Fidelity Bond	75.00	.00	75.00	.00	75.00	.00	.00	100	7
5362	Equipment Maintenance	300.00	.00	300.00	16.29	138.84	65.16	96.00	68	19
5373	Auditor/Treasurer Fees	600.00	.00	600.00	.00	.00	283.36	316.64	47	19
5379	Other Governmental Billings	7,500.00	.00	7,500.00	495.99	.00	2,042.82	5,457.18	27	6,62
5391	Postage	1,000.00	.00	1,000.00	23.62	.00	55.02	944.98	6	12
	Services Totals	$20,400.00	$0.00	$20,400.00	$535.90	$656.59	$2,553.61	$17,189.80	16%	$66,35
Transfers/Other										
5519	Miscellaneous Costs	6,000.00	.00	6,000.00	(173.08)	.00	1,375.87	4,624.13	23	2,83
5529	Miscellaneous Distributions	345,000.00	.00	345,000.00	35,235.79	.00	135,303.75	209,696.25	39	222,87
5530	Enterprise Zone Payment	650,000.00	.00	650,000.00	1,724.94	162,500.00	162,226.01	325,273.99	50	
	Transfers/Other Totals	$1,001,000.00	$0.00	$1,001,000.00	$36,787.65	$162,500.00	$298,905.63	$539,594.37	46%	$225,71
	EXPENSE TOTALS	$1,103,913.00	$190.40	$1,104,103.40	$43,761.80	$164,533.63	$332,829.60	$606,740.17	45%	$371,35
	Department **564 - Income Tax Division** Totals	($1,103,913.00)	($190.40)	($1,104,103.40)	($43,761.80)	($164,533.63)	($332,829.60)	($606,740.17)	45%	($371,355
	Fund **220 - Income Tax Fund** Totals	$1,103,913.00	$190.40	$1,104,103.40	$43,761.80	$2,683,114.74	$332,829.60	($1,911,840.94)		$371,35

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April, 2017 Departmental Budget

Fiscal Year to Date 04/30/

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund	**260 - Street Fund**									
Department	**268 - Street Department**									
	EXPENSE									
Personal Services										
5101	Salary-Elected Officials/Director	66,194.00	.00	66,194.00	5,091.81	.00	22,815.27	43,378.73	34	63,50
5102	Wages-Staff	290,355.00	.00	290,355.00	22,178.50	.00	101,503.59	188,851.41	35	279,95
5105	Overtime	28,000.00	.00	28,000.00	70.45	.00	2,187.21	25,812.79	8	10,06
5106	Longevity	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	2,45
5109	HSA Employer Funding	26,000.00	.00	26,000.00	.00	.00	26,000.00	.00	100	24,75
5151	PERS Contribution	54,187.00	.00	54,187.00	3,832.80	.00	17,741.91	36,445.09	33	49,08
5161	Group Insurance	103,997.00	.00	103,997.00	16,285.44	8,952.29	43,375.27	51,669.44	50	104,85
5164	Workers Compensation	12,981.00	.00	12,981.00	.00	.00	12,980.62	.38	100	8,40
5166	Medicare	5,420.00	.00	5,420.00	380.24	.00	1,761.41	3,658.59	32	4,94
	Personal Services Totals	$589,634.00	$0.00	$589,634.00	$47,839.24	$8,952.29	$228,365.28	$352,316.43	40%	$548,00
Supplies										
5201	Office Supplies	2,000.00	49.16	2,049.16	18.65	599.73	249.43	1,200.00	41	1,10
5203	Computer Supplies	2,500.00	204.07	2,704.07	149.75	856.11	547.96	1,300.00	52	1,07
5205	Small Tools/Minor Equipment	1,500.00	.00	1,500.00	.00	446.03	153.97	900.00	40	35
5213	Repair and Maintenance Supplies	500.00	.00	500.00	91.24	108.76	91.24	300.00	40	
5241	Uniforms-Purchased	2,000.00	.00	2,000.00	119.96	1,380.04	119.96	500.00	75	1,17
5251	MV Gas and Oil	45,000.00	2,673.77	47,673.77	1,042.72	16,878.11	5,795.66	25,000.00	48	19,63
5252	Aggregates	20,000.00	.00	20,000.00	.00	5,881.70	618.30	13,500.00	32	13,71
5253	Ice Control	140,000.00	23,031.56	163,031.56	.00	.00	68,417.16	94,614.40	42	37,96
5259	Operating Materials and Supplies	90,000.00	4,594.36	94,594.36	5,307.07	32,890.67	15,231.65	46,472.04	51	89,81
	Supplies Totals	$303,500.00	$30,552.92	$334,052.92	$6,729.39	$59,041.15	$91,225.33	$183,786.44	45%	$164,84
Services										
5311	Utilities	19,000.00	1,762.39	20,762.39	922.12	11,746.23	5,038.64	3,977.52	81	9,39
5313	Traffic Light Current	12,000.00	433.49	12,433.49	357.91	4,896.13	1,537.36	6,000.00	52	3,71
5321	Professional Training	500.00	.00	500.00	.00	.00	150.00	350.00	30	23
5322	Conference/Reimb	200.00	.00	200.00	.00	.00	.00	200.00	0	1
5324	Professional Association Dues	50.00	.00	50.00	.00	.00	25.00	25.00	50	17
5331	Engineering/Architecture	14,000.00	.00	14,000.00	.00	10,051.00	949.00	3,000.00	79	
5339	Misc Contract Services	34,500.00	1,441.17	35,941.17	481.32	14,359.39	7,535.83	14,045.95	61	32,53
5351	Liability Insurance Deductible	8,600.00	.00	8,600.00	.00	1,065.75	7,534.25	.00	100	8,45
5352	Motor Vehicle Insurance	9,600.00	.00	9,600.00	.00	.00	9,600.00	.00	100	9,37
5361	Building Repair/Maintenance	10,000.00	391.26	10,391.26	1,200.00	6,408.74	3,778.32	204.20	98	3,18
5365	Utility Line Repair/Maintenance	20,000.00	3,652.63	23,652.63	.00	20,000.00	3,652.63	.00	100	16,51
5391	Postage	100.00	.00	100.00	.92	.00	.92	99.08	1	
5397	Uniform Rental	2,000.00	86.04	2,086.04	.00	1,378.06	307.98	400.00	81	1,15
5399	Other Miscellaneous Services	1,000.00	.00	1,000.00	149.50	350.50	149.50	500.00	50	44
	Services Totals	$131,550.00	$7,766.98	$139,316.98	$3,111.77	$70,255.80	$40,259.43	$28,801.75	79%	$85,19

Attachment: April, 2017 Departmental Budget 05_25_2017 2_38_02 PM_Joni Crawford_46101QSJ (1779 :

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/1

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **260 - Street Fund**										
Department **268 - Street Department**										
	EXPENSE									
Capital Purchases										
5632	Motor Vehicles	.00	.00	.00	.00	.00	.00	.00	+++	192,49
5633	Machinery and Equipment	.00	.00	.00	.00	.00	.00	.00	+++	24,04
5639	Other Equipment	.00	.00	.00	.00	.00	.00	.00	+++	9,99
	Capital Purchases Totals	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	+++	$226,53
	EXPENSE TOTALS	$1,024,684.00	$38,319.90	$1,063,003.90	$57,680.40	$138,249.24	$359,850.04	$564,904.62	47%	$1,024,58
	Department **268 - Street Department** Totals	($1,024,684.00)	($38,319.90)	($1,063,003.90)	($57,680.40)	($138,249.24)	($359,850.04)	($564,904.62)	47%	($1,024,582
	Fund **260 - Street Fund** Totals	$1,024,684.00	$38,319.90	$1,063,003.90	$57,680.40	$138,249.24	$359,850.04	$564,904.62		$1,024,58

Attachment: April, 2017 Departmental Budget 05_25_2017 2_38_02 PM_Joni Crawford_46101QSJ (1779 :

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **270 - State Highway Fund**										
Department **268 - Street Department**										
	EXPENSE									
Supplies										
5253	Ice Control	60,000.00	.00	60,000.00	.00	32,668.77	17,331.23	10,000.00	83	50,00
5259	Operating Materials and Supplies	10,000.00	.00	10,000.00	.00	7,000.00	.00	3,000.00	70	9,35
	Supplies Totals	$70,000.00	$0.00	$70,000.00	$0.00	$39,668.77	$17,331.23	$13,000.00	81%	$59,35
Services										
5313	Traffic Light Current	12,000.00	490.38	12,490.38	413.03	5,479.83	1,760.55	5,250.00	58	4,36
5339	Misc Contract Services	3,000.00	.00	3,000.00	.00	1,500.00	.00	1,500.00	50	14
5365	Utility Line Repair/Maintenance	9,000.00	.00	9,000.00	.00	7,000.00	.00	2,000.00	78	12,58
	Services Totals	$24,000.00	$490.38	$24,490.38	$413.03	$13,979.83	$1,760.55	$8,750.00	64%	$17,09
Capital Purchases										
5632	Motor Vehicles	.00	.00	.00	.00	.00	.00	.00	+++	64,16
	Capital Purchases Totals	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	+++	$64,16
	EXPENSE TOTALS	$94,000.00	$490.38	$94,490.38	$413.03	$53,648.60	$19,091.78	$21,750.00	77%	$140,61
	Department **268 - Street Department** Totals	($94,000.00)	($490.38)	($94,490.38)	($413.03)	($53,648.60)	($19,091.78)	($21,750.00)	77%	($140,617
	Fund **270 - State Highway Fund** Totals	$94,000.00	$490.38	$94,490.38	$413.03	$53,648.60	$19,091.78	$21,750.00		$140,61

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/17
Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **290 - Law Enforcement Fund**										
Department **111 - Police Division**										
	EXPENSE									
Transfers/Other										
5529	Miscellaneous Distributions	.00	261,775.01	261,775.01	6,941.13	70,877.50	149,816.88	41,080.63	84	23,74
5921	Immobilization Expenses	.00	13,066.54	13,066.54	.00	.00	.00	13,066.54	0	(175
	Transfers/Other Totals	$0.00	$274,841.55	$274,841.55	$6,941.13	$70,877.50	$149,816.88	$54,147.17	80%	$23,56
	EXPENSE TOTALS	$0.00	$274,841.55	$274,841.55	$6,941.13	$70,877.50	$149,816.88	$54,147.17	80%	$23,56
	Department **111 - Police Division** Totals	$0.00	($274,841.55)	($274,841.55)	($6,941.13)	($70,877.50)	($149,816.88)	($54,147.17)	80%	($23,567
	Fund **290 - Law Enforcement Fund** Totals	$0.00	$274,841.55	$274,841.55	$6,941.13	$70,877.50	$149,816.88	$54,147.17		$23,56

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/17

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **291 - Drug Enforcement Fund**										
Department **111 - Police Division**										
	EXPENSE									
Transfers/Other										
5529	Miscellaneous Distributions	.00	42,874.63	42,874.63	.00	.00	.00	42,874.63	0	4,25
	Transfers/Other Totals	$0.00	$42,874.63	$42,874.63	$0.00	$0.00	$0.00	$42,874.63	0%	$4,25
	EXPENSE TOTALS	$0.00	$42,874.63	$42,874.63	$0.00	$0.00	$0.00	$42,874.63	0%	$4,25
	Department **111 - Police Division** Totals	$0.00	($42,874.63)	($42,874.63)	$0.00	$0.00	$0.00	($42,874.63)	0%	($4,250
	Fund **291 - Drug Enforcement Fund** Totals	$0.00	$42,874.63	$42,874.63	$0.00	$0.00	$0.00	$42,874.63		$4,25

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/17

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **292 - Safety Belt Program Fund**										
Department **111 - Police Division**										
	EXPENSE									
Transfers/Other										
5529	Miscellaneous Distributions	.00	4,376.00	4,376.00	.00	.00	.00	4,376.00	0	
	Transfers/Other Totals	$0.00	$4,376.00	$4,376.00	$0.00	$0.00	$0.00	$4,376.00	0%	$
	EXPENSE TOTALS	$0.00	$4,376.00	$4,376.00	$0.00	$0.00	$0.00	$4,376.00	0%	$
	Department **111 - Police Division** Totals	$0.00	($4,376.00)	($4,376.00)	$0.00	$0.00	$0.00	($4,376.00)	0%	$
	Fund **292 - Safety Belt Program Fund** Totals	$0.00	$4,376.00	$4,376.00	$0.00	$0.00	$0.00	$4,376.00		$

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **293 - DUI/Education/Enforcement Fund**										
Department **111 - Police Division**										
	EXPENSE									
Transfers/Other										
5529	Miscellaneous Distributions	.00	9,480.94	9,480.94	.00	.00	.00	9,480.94	0	
	Transfers/Other Totals	$0.00	$9,480.94	$9,480.94	$0.00	$0.00	$0.00	$9,480.94	0%	$
	EXPENSE TOTALS	$0.00	$9,480.94	$9,480.94	$0.00	$0.00	$0.00	$9,480.94	0%	$
	Department **111 - Police Division** Totals	$0.00	($9,480.94)	($9,480.94)	$0.00	$0.00	$0.00	($9,480.94)	0%	$
	Fund **293 - DUI/Education/Enforcement Fund** Totals	$0.00	$9,480.94	$9,480.94	$0.00	$0.00	$0.00	$9,480.94		$

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April, 2017 Departmental Budget

Fiscal Year to Date 04/30/

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **294 - Federal Forfeiture Fund**										
Department **111 - Police Division**										
	EXPENSE									
Transfers/Other										
5529	Miscellaneous Distributions	.00	102,590.09	102,590.09	.00	.00	27,681.06	74,909.03	27	17,68
	Transfers/Other Totals	$0.00	$102,590.09	$102,590.09	$0.00	$0.00	$27,681.06	$74,909.03	27%	$17,68
	EXPENSE TOTALS	$0.00	$102,590.09	$102,590.09	$0.00	$0.00	$27,681.06	$74,909.03	27%	$17,68
	Department **111 - Police Division** Totals	$0.00	($102,590.09)	($102,590.09)	$0.00	$0.00	($27,681.06)	($74,909.03)	27%	($17,682
	Fund **294 - Federal Forfeiture Fund** Totals	$0.00	$102,590.09	$102,590.09	$0.00	$0.00	$27,681.06	$74,909.03		$17,68

Attachment: April, 2017 Departmental Budget 05_25_2017 2_38_02 PM_Joni Crawford_46101QSJ (1779 :

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **295 - Law Enforcement Asst Fund**										
Department **111 - Police Division**										
	EXPENSE									
Transfers/Other										
5529	Miscellaneous Distributions	.00	21,729.50	21,729.50	.00	.00	.00	21,729.50	0	
	Transfers/Other Totals	$0.00	$21,729.50	$21,729.50	$0.00	$0.00	$0.00	$21,729.50	0%	$
	EXPENSE TOTALS	$0.00	$21,729.50	$21,729.50	$0.00	$0.00	$0.00	$21,729.50	0%	$
	Department **111 - Police Division** Totals	$0.00	($21,729.50)	($21,729.50)	$0.00	$0.00	$0.00	($21,729.50)	0%	$
	Fund **295 - Law Enforcement Asst Fund** Totals	$0.00	$21,729.50	$21,729.50	$0.00	$0.00	$0.00	$21,729.50		$

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **710 - Water Fund**										
Department **735 - Water Division**										
	EXPENSE									
Personal Services										
5101	Salary-Elected Officials/Director	33,997.00	.00	33,997.00	8,927.91	.00	18,032.01	15,964.99	53	32,64
5102	Wages-Staff	240,570.00	.00	240,570.00	18,674.22	.00	83,124.43	157,445.57	35	216,26
5105	Overtime	15,400.00	.00	15,400.00	323.68	.00	6,630.25	8,769.75	43	19,65
5106	Longevity	500.00	.00	500.00	.00	.00	.00	500.00	0	50
5109	HSA Employer Funding	14,000.00	.00	14,000.00	.00	.00	14,000.00	.00	100	14,00
5151	PERS Contribution	40,665.00	.00	40,665.00	3,064.93	.00	13,685.68	26,979.32	34	34,80
5161	Group Insurance	55,274.00	.00	55,274.00	7,328.97	7,288.45	22,375.14	25,610.41	54	59,59
5164	Workers Compensation	9,742.00	.00	9,742.00	.00	.00	9,741.80	.20	100	3,36
5166	Medicare	3,460.00	.00	3,460.00	393.66	.00	1,512.85	1,947.15	44	4,09
	Personal Services Totals	$413,608.00	$0.00	$413,608.00	$38,713.37	$7,288.45	$169,102.16	$237,217.39	43%	$384,92
Supplies										
5201	Office Supplies	5,500.00	.00	5,500.00	56.13	710.23	578.08	4,211.69	23	3,17
5203	Computer Supplies	800.00	.00	800.00	.00	337.05	162.95	300.00	62	61
5213	Repair and Maintenance Supplies	10,000.00	.00	10,000.00	150.74	1,813.46	1,386.54	6,800.00	32	2,32
5241	Uniforms-Purchased	900.00	144.99	1,044.99	.00	.00	319.96	725.03	31	68
5251	MV Gas and Oil	12,000.00	.00	12,000.00	358.95	3,103.94	1,896.06	7,000.00	42	5,40
5252	Aggregates	30,000.00	2,806.19	32,806.19	1,763.05	10,726.36	9,079.83	13,000.00	60	23,13
5259	Operating Materials and Supplies	30,000.00	3,482.02	33,482.02	3,575.61	13,841.60	17,740.42	1,900.00	94	34,49
5263	Meters-Resale	20,000.00	.00	20,000.00	.00	.00	.00	20,000.00	0	
	Supplies Totals	$109,200.00	$6,433.20	$115,633.20	$5,904.48	$30,532.64	$31,163.84	$53,936.72	53%	$69,82
Services										
5311	Utilities	9,500.00	231.83	9,731.83	512.23	5,495.58	2,086.25	2,150.00	78	5,61
5321	Professional Training	1,000.00	.00	1,000.00	.00	.00	385.00	615.00	38	43
5322	Conference/Reimb	500.00	.00	500.00	.00	.00	.00	500.00	0	3
5323	Publications	200.00	.00	200.00	.00	.00	.00	200.00	0	
5324	Professional Association Dues	340.00	.00	340.00	.00	.00	150.00	190.00	44	15
5325	Educational Assistance	500.00	.00	500.00	.00	.00	.00	500.00	0	
5331	Engineering/Architecture	15,000.00	1,601.18	16,601.18	.00	5,872.05	729.13	10,000.00	40	9,51
5339	Misc Contract Services	39,000.00	1,441.17	40,441.17	1,653.30	18,873.13	5,947.09	15,620.95	61	21,14
5351	Liability Insurance Deductible	4,000.00	.00	4,000.00	.00	456.75	3,543.25	.00	100	3,93
5352	Motor Vehicle Insurance	2,500.00	.00	2,500.00	.00	.00	2,500.00	.00	100	2,34
5361	Building Repair/Maintenance	8,000.00	198.67	8,198.67	.00	.00	670.20	7,528.47	8	5,52
5362	Equipment Maintenance	3,900.00	.00	3,900.00	48.88	1,116.48	542.99	2,240.53	43	4,61
5363	MV Repair/Maintenence-External	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
5364	MV Repair/Maintenence-Internal	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	9,06
5365	Utility Line Repair/Maintenance	34,000.00	.00	34,000.00	6,080.00	14,190.00	21,348.80	(1,538.80)	105	43,80
5366	Computer Maintenance	12,500.00	.00	12,500.00	.00	1,840.00	11,213.00	(553.00)	104	11,85

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/

Include Rollup Account and Rollup to Accou

Account	Account Description		Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **710 - Water Fund**											
Department **735 - Water Division**											
	EXPENSE										
Services											
5378	Columbus Contract		4,840,480.00	.00	4,840,480.00	1,031,338.38	468,661.62	2,108,139.63	2,263,678.75	53	4,429,77
5379	Other Governmental Billings		13,500.00	.00	13,500.00	.00	.00	.00	13,500.00	0	13,46
5391	Postage		15,500.00	.00	15,500.00	40.02	.00	2,693.20	12,806.80	17	5,51
5397	Uniform Rental		1,600.00	54.56	1,654.56	.00	922.61	231.95	500.00	70	73
5399	Other Miscellaneous Services		170,000.00	.00	170,000.00	4,517.66	11,493.84	9,835.85	148,670.31	13	169,32
		Services Totals	$5,179,020.00	$3,527.41	$5,182,547.41	$1,044,190.47	$528,922.06	$2,170,016.34	$2,483,609.01	52%	$4,736,84
Capital Purchases											
5631	Furniture and Fixtures		400.00	.00	400.00	.00	.00	.00	400.00	0	33
5632	Motor Vehicles		.00	.00	.00	.00	.00	.00	.00	+++	46,26
5633	Machinery and Equipment		9,000.00	.00	9,000.00	.00	.00	714.50	8,285.50	8	6,14
5639	Other Equipment		100,000.00	.00	100,000.00	.00	3,244.41	56,755.59	40,000.00	60	75,22
		Capital Purchases Totals	$109,400.00	$0.00	$109,400.00	$0.00	$3,244.41	$57,470.09	$48,685.50	55%	$127,96
		EXPENSE TOTALS	$5,811,228.00	$9,960.61	$5,821,188.61	$1,088,808.32	$569,987.56	$2,427,752.43	$2,823,448.62	51%	$5,319,55
		Department **735 - Water Division** Totals	($5,811,228.00)	($9,960.61)	($5,821,188.61)	($1,088,808.32)	($569,987.56)	($2,427,752.43)	($2,823,448.62)	51%	($5,319,552

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April, 2017 Departmental Budget

Fiscal Year to Date 04/30/1
Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **710 - Water Fund**										
Department **991 - Debt Service**										
	EXPENSE									
Debt Service										
5401	Registrar/Agent/Bank Fees	.00	16,530.00	16,530.00	16,530.00	.00	16,530.00	.00	100	
5414	G. O. Bond-Principal	171,170.00	.00	171,170.00	.00	35,419.22	.00	135,750.78	21	277,67
5424	G. O. Bond-Interest	28,950.00	.00	28,950.00	.00	14,739.88	.00	14,210.12	51	38,19
	Debt Service Totals	$200,120.00	$16,530.00	$216,650.00	$16,530.00	$50,159.10	$16,530.00	$149,960.90	31%	$315,87
	EXPENSE TOTALS	$200,120.00	$16,530.00	$216,650.00	$16,530.00	$50,159.10	$16,530.00	$149,960.90	31%	$315,87
	Department **991 - Debt Service** Totals	($200,120.00)	($16,530.00)	($216,650.00)	($16,530.00)	($50,159.10)	($16,530.00)	($149,960.90)	31%	($315,872
	Fund **710 - Water Fund** Totals	$6,011,348.00	$26,490.61	$6,037,838.61	$1,105,338.32	$620,146.66	$2,444,282.43	$2,973,409.52		$5,635,42

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund	**720 - Wastewater/Sewer Fund**									
Department	**736 - Wastewater Division**									
	EXPENSE									
Personal Services										
5101	Salary-Elected Officials/Director	33,997.00	.00	33,997.00	8,927.86	.00	18,031.78	15,965.22	53	32,64
5102	Wages-Staff	210,033.00	.00	210,033.00	8,508.40	.00	55,298.71	154,734.29	26	200,29
5105	Overtime	3,500.00	.00	3,500.00	.00	.00	179.06	3,320.94	5	1,88
5106	Longevity	500.00	.00	500.00	.00	.00	.00	500.00	0	45
5109	HSA Employer Funding	18,000.00	.00	18,000.00	.00	.00	18,000.00	.00	100	18,00
5151	PERS Contribution	34,724.00	.00	34,724.00	1,933.14	.00	10,524.04	24,199.96	30	32,59
5161	Group Insurance	73,694.00	.00	73,694.00	7,644.56	13,156.10	26,431.36	34,106.54	54	78,95
5164	Workers Compensation	8,318.00	.00	8,318.00	.00	.00	8,318.34	(.34)	100	5,04
5166	Medicare	3,032.00	.00	3,032.00	245.46	.00	1,023.35	2,008.65	34	2,91
	Personal Services Totals	$385,798.00	$0.00	$385,798.00	$27,259.42	$13,156.10	$137,806.64	$234,835.26	39%	$372,78
Supplies										
5201	Office Supplies	5,500.00	.00	5,500.00	56.12	710.23	529.09	4,260.68	23	3,17
5203	Computer Supplies	800.00	.00	800.00	.00	337.04	162.96	300.00	62	61
5213	Repair and Maintenance Supplies	2,000.00	.00	2,000.00	.00	1,156.00	44.00	800.00	60	89
5241	Uniforms-Purchased	1,000.00	49.99	1,049.99	.00	.00	224.97	825.02	21	68
5251	MV Gas and Oil	12,000.00	.00	12,000.00	358.96	3,103.91	1,896.09	7,000.00	42	5,40
5252	Aggregates	750.00	.00	750.00	.00	.00	.00	750.00	0	2,06
5259	Operating Materials and Supplies	3,500.00	.00	3,500.00	.00	508.63	691.37	2,300.00	34	5,67
	Supplies Totals	$25,550.00	$49.99	$25,599.99	$415.08	$5,815.81	$3,548.48	$16,235.70	37%	$18,50
Services										
5311	Utilities	9,000.00	1,103.96	10,103.96	757.03	7,580.19	3,873.77	(1,350.00)	113	7,61
5321	Professional Training	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	58
5322	Conference/Reimb	500.00	.00	500.00	.00	.00	.00	500.00	0	3
5324	Professional Association Dues	160.00	.00	160.00	167.00	.00	167.00	(7.00)	104	16
5325	Educational Assistance	500.00	.00	500.00	.00	.00	.00	500.00	0	
5331	Engineering/Architecture	15,000.00	4,322.21	19,322.21	.00	8,800.51	521.70	10,000.00	48	5,84
5339	Misc Contract Services	26,000.00	1,465.42	27,465.42	1,153.29	9,694.39	5,550.08	12,220.95	56	19,33
5351	Liability Insurance Deductible	1,500.00	.00	1,500.00	.00	152.25	1,347.75	.00	100	1,20
5352	Motor Vehicle Insurance	2,900.00	.00	2,900.00	.00	.00	2,900.00	.00	100	2,80
5361	Building Repair/Maintenance	9,000.00	198.68	9,198.68	.00	.00	670.22	8,528.46	7	5,52
5362	Equipment Maintenance	1,950.00	.00	1,950.00	48.88	1,116.48	542.99	290.53	85	1,42
5363	MV Repair/Maintenance-External	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	
5364	MV Repair/Maintenance-Internal	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	9,06
5365	Utility Line Repair/Maintenance	125,000.00	.00	125,000.00	.00	113,120.05	650.12	11,229.83	91	69,67
5366	Computer Maintenance	14,000.00	.00	14,000.00	.00	1,840.00	10,623.00	1,537.00	89	11,26
5378	Columbus Contract	4,647,100.00	.00	4,647,100.00	603,342.18	302,584.11	1,697,415.89	2,647,100.00	43	4,432,50
5391	Postage	15,500.00	.00	15,500.00	40.02	.00	2,693.20	12,806.80	17	5,51

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/17

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **720 - Wastewater/Sewer Fund**										
Department **736 - Wastewater Division**										
	EXPENSE									
Services										
5397	Uniform Rental	1,600.00	54.60	1,654.60	.00	922.62	231.98	500.00	70	73
5399	Other Miscellaneous Services	122,000.00	.00	122,000.00	1,507.66	1,188.87	4,304.73	116,506.40	5	125,65
	Services Totals	$4,999,710.00	$7,144.87	$5,006,854.87	$607,016.06	$446,999.47	$1,731,492.43	$2,828,362.97	44%	$4,698,94
Capital Purchases										
5631	Furniture and Fixtures	400.00	.00	400.00	.00	.00	.00	400.00	0	33
5632	Motor Vehicles	.00	.00	.00	.00	.00	.00	.00	+++	48,30
5633	Machinery and Equipment	9,000.00	.00	9,000.00	.00	.00	1,192.50	7,807.50	13	9,02
5639	Other Equipment	100,000.00	.00	100,000.00	.00	3,244.42	56,755.58	40,000.00	60	69,70
	Capital Purchases Totals	$109,400.00	$0.00	$109,400.00	$0.00	$3,244.42	$57,948.08	$48,207.50	56%	$127,35
	EXPENSE TOTALS	$5,520,458.00	$7,194.86	$5,527,652.86	$634,690.56	$469,215.80	$1,930,795.63	$3,127,641.43	43%	$5,217,59
	Department **736 - Wastewater Division** Totals	($5,520,458.00)	($7,194.86)	($5,527,652.86)	($634,690.56)	($469,215.80)	($1,930,795.63)	($3,127,641.43)	43%	($5,217,599

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **720 - Wastewater/Sewer Fund**										
Department **991 - Debt Service**										
	EXPENSE									
Debt Service										
5414	G. O. Bond-Principal	94,500.00	.00	94,500.00	.00	.00	.00	94,500.00	0	88,59
5424	G. O. Bond-Interest	8,085.00	.00	8,085.00	.00	4,051.50	.00	4,033.50	50	15,60
	Debt Service Totals	$102,585.00	$0.00	$102,585.00	$0.00	$4,051.50	$0.00	$98,533.50	4%	$104,19
	EXPENSE TOTALS	$102,585.00	$0.00	$102,585.00	$0.00	$4,051.50	$0.00	$98,533.50	4%	$104,19
	Department **991 - Debt Service** Totals	($102,585.00)	$0.00	($102,585.00)	$0.00	($4,051.50)	$0.00	($98,533.50)	4%	($104,199
	Fund **720 - Wastewater/Sewer Fund** Totals	$5,623,043.00	$7,194.86	$5,630,237.86	$634,690.56	$473,267.30	$1,930,795.63	$3,226,174.93		$5,321,79

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/1

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund	**740 - Storm Water Drainage Fund**									
Department	**737 - Storm Water Division**									
	EXPENSE									
Personal Services										
5102	Wages-Staff	173,002.00	.00	173,002.00	13,127.11	.00	58,066.40	114,935.60	34	166,11
5105	Overtime	4,900.00	.00	4,900.00	.00	.00	129.85	4,770.15	3	16
5106	Longevity	1,950.00	.00	1,950.00	.00	.00	.00	1,950.00	0	1,95
5109	HSA Employer Funding	12,000.00	.00	12,000.00	.00	.00	12,000.00	.00	100	12,00
5151	PERS Contribution	25,180.00	.00	25,180.00	1,937.33	.00	8,925.70	16,254.30	35	23,69
5161	Group Insurance	47,958.00	.00	47,958.00	7,500.90	5,073.93	20,020.07	22,864.00	52	51,29
5164	Workers Compensation	6,031.00	.00	6,031.00	.00	.00	6,031.88	(.88)	100	3,36
5166	Medicare	1,711.00	.00	1,711.00	116.60	.00	524.65	1,186.35	31	1,47
	Personal Services Totals	$272,732.00	$0.00	$272,732.00	$22,681.94	$5,073.93	$105,698.55	$161,959.52	41%	$260,05
Supplies										
5201	Office Supplies	6,500.00	.00	6,500.00	.00	561.41	38.59	5,900.00	9	1,10
5203	Computer Supplies	750.00	74.13	824.13	.00	600.00	74.13	150.00	82	47
5205	Small Tools/Minor Equipment	1,000.00	.00	1,000.00	.00	500.00	.00	500.00	50	46
5241	Uniforms-Purchased	750.00	.00	750.00	.00	680.01	19.99	50.00	93	20
5251	MV Gas and Oil	6,500.00	303.34	6,803.34	280.03	3,200.85	1,102.49	2,500.00	63	3,06
5252	Aggregates	750.00	.00	750.00	.00	500.00	.00	250.00	67	2,36
5259	Operating Materials and Supplies	20,000.00	.00	20,000.00	134.24	8,192.08	807.92	11,000.00	45	12,34
	Supplies Totals	$36,250.00	$377.47	$36,627.47	$414.27	$14,234.35	$2,043.12	$20,350.00	44%	$20,02
Services										
5311	Utilities	8,000.00	555.51	8,555.51	276.67	3,852.44	1,558.07	3,145.00	63	3,72
5321	Professional Training	400.00	.00	400.00	.00	.00	190.00	210.00	48	25
5322	Conference/Reimb	20.00	.00	20.00	10.00	.00	10.00	10.00	50	
5324	Professional Association Dues	120.00	.00	120.00	.00	120.00	.00	.00	100	12
5331	Engineering/Architecture	8,000.00	.00	8,000.00	.00	8,000.00	.00	.00	100	5,51
5339	Misc Contract Services	50,250.00	1,441.17	51,691.17	10,423.74	8,836.04	21,744.18	21,110.95	59	40,39
5351	Liability Insurance Deductible	1,250.00	.00	1,250.00	.00	152.25	1,097.25	.50	100	1,20
5352	Motor Vehicle Insurance	1,750.00	.00	1,750.00	.00	.00	1,750.00	.00	100	93
5361	Building Repair/Maintenance	5,000.00	.00	5,000.00	800.00	2,500.00	2,145.00	355.00	93	
5364	MV Repair/Maintenance-Internal	4,500.00	.00	4,500.00	.00	.00	.00	4,500.00	0	1,09
5365	Utility Line Repair/Maintenance	7,500.00	.00	7,500.00	.00	2,000.00	.00	5,500.00	27	66
5378	Columbus Contract	780,000.00	59,437.71	839,437.71	61,507.68	221,391.16	238,046.55	380,000.00	55	642,87
5391	Postage	22,000.00	.00	22,000.00	.00	.00	2,509.01	19,490.99	11	5,01
5397	Uniform Rental	2,000.00	106.80	2,106.80	.00	1,635.38	321.42	150.00	93	1,36
5399	Other Miscellaneous Services	36,000.00	.00	36,000.00	21.47	522.68	77.32	35,400.00	2	31,90
	Services Totals	$926,790.00	$61,541.19	$988,331.19	$73,039.56	$249,009.95	$269,448.80	$469,872.44	52%	$735,07
Capital Purchases										

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/17

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **740 - Storm Water Drainage Fund**										
Department **737 - Storm Water Division**										
	EXPENSE									
Capital Purchases										
5632	Motor Vehicles	.00	.00	.00	.00	.00	.00	.00	+++	29,62
	Capital Purchases Totals	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	+++	$29,62
	EXPENSE TOTALS	$1,235,772.00	$61,918.66	$1,297,690.66	$96,135.77	$268,318.23	$377,190.47	$652,181.96	50%	$1,044,77
	Department **737 - Storm Water Division** Totals	($1,235,772.00)	($61,918.66)	($1,297,690.66)	($96,135.77)	($268,318.23)	($377,190.47)	($652,181.96)	50%	($1,044,779

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April, 2017 Departmental Budget

Fiscal Year to Date 04/30/

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **740 - Storm Water Drainage Fund**										
Department **991 - Debt Service**										
	EXPENSE									
Debt Service										
5401	Registrar/Agent/Bank Fees	.00	11,970.00	11,970.00	11,970.00	.00	11,970.00	.00	100	
	Debt Service Totals	$0.00	$11,970.00	$11,970.00	$11,970.00	$0.00	$11,970.00	$0.00	100%	$
	EXPENSE TOTALS	$0.00	$11,970.00	$11,970.00	$11,970.00	$0.00	$11,970.00	$0.00	100%	$
	Department **991 - Debt Service** Totals	$0.00	($11,970.00)	($11,970.00)	($11,970.00)	$0.00	($11,970.00)	$0.00	100%	$
	Fund **740 - Storm Water Drainage Fund** Totals	$1,235,772.00	$73,888.66	$1,309,660.66	$108,105.77	$268,318.23	$389,160.47	$652,181.96		$1,044,77

April, 2017 Departmental Budget

Fiscal Year to Date 04/30/1

Include Rollup Account and Rollup to Accou

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year T
Fund **750 - Solid Waste Fund**										
Department **738 - Refuse Collection**										
	EXPENSE									
Supplies										
5201	Office Supplies	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	99
	Supplies Totals	$2,000.00	$0.00	$2,000.00	$0.00	$0.00	$0.00	$2,000.00	0%	$99
Services										
5315	Private Hauler Contract	2,000,000.00	148,252.85	2,148,252.85	148,862.65	177,518.60	445,734.25	1,525,000.00	29	1,924,48
5391	Postage	15,000.00	.00	15,000.00	40.02	.00	2,693.17	12,306.83	18	5,51
5399	Other Miscellaneous Services	40,000.00	.00	40,000.00	328.90	713.13	986.87	38,300.00	4	33,59
	Services Totals	$2,055,000.00	$148,252.85	$2,203,252.85	$149,231.57	$178,231.73	$449,414.29	$1,575,606.83	28%	$1,963,59
	EXPENSE TOTALS	$2,057,000.00	$148,252.85	$2,205,252.85	$149,231.57	$178,231.73	$449,414.29	$1,577,606.83	28%	$1,964,59
	Department **738 - Refuse Collection** Totals	($2,057,000.00)	($148,252.85)	($2,205,252.85)	($149,231.57)	($178,231.73)	($449,414.29)	($1,577,606.83)	28%	($1,964,596
	Fund **750 - Solid Waste Fund** Totals	$2,057,000.00	$148,252.85	$2,205,252.85	$149,231.57	$178,231.73	$449,414.29	$1,577,606.83		$1,964,59
	Grand Totals	$33,808,377.00	$1,205,800.37	$35,014,177.37	$3,300,266.82	$6,294,564.70	$12,092,829.07	$16,626,783.60		$31,368,36

April, 2017 Budget by Classification

Through 04/30/

Summary Listi

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget	Prior Total Ac
Fund Category **General Fund**							
Fund Type							
Fund **110 - General Fund**							
REVENUE							
Department **000 - General**							
Property Taxes	244,920.00	.00	128,732.26	.00	116,187.74	53	242,33
Municipal Tax	11,850,000.00	968,540.90	3,404,375.90	.00	8,445,624.10	29	11,928,19
Other Local Taxes	595,000.00	13,245.47	126,257.44	.00	468,742.56	21	653,66
State Levied Shared Taxes	843,100.00	44,298.47	231,470.80	.00	611,629.20	27	786,50
Licenses	59,400.00	4,200.00	24,015.00	.00	35,385.00	40	56,06
Permits	251,200.00	28,853.36	91,863.39	.00	159,336.61	37	247,52
Fees	18,750.00	1,454.00	7,122.37	.00	11,627.63	38	39,02
Miscellaneous Charges for Services	100,600.00	2,949.60	32,957.62	.00	67,642.38	33	76,38
Recreational Charges	162,000.00	7,218.49	74,252.46	.00	87,747.54	46	170,20
Fines and Forfeitures	483,000.00	35,474.50	156,302.50	.00	326,697.50	32	304,35
Investment Earnings	185,000.00	22,260.95	41,448.03	.00	143,551.97	22	143,68
Other Revenues	518,276.00	20,502.55	128,381.16	.00	389,894.84	25	667,90
Donations	5,000.00	250.00	2,825.00	.00	2,175.00	57	32,56
Reimbursements	.00	.00	16,136.44	.00	(16,136.44)	+++	39,25
Sale of Assets	.00	345.06	345.06	.00	(345.06)	+++	90
Transfers/Advances	5,000.00	.00	.00	.00	5,000.00	0	1,71
Department **000 - General** Totals	$15,321,246.00	$1,149,593.35	$4,466,485.43	$0.00	$10,854,760.57	29%	$15,390,27
REVENUE TOTALS	$15,321,246.00	$1,149,593.35	$4,466,485.43	$0.00	$10,854,760.57	29%	$15,390,27
EXPENSE							
Department **111 - Police Division**							
Personal Services	8,206,337.83	700,356.37	3,095,293.42	81,590.76	5,029,453.65	39	8,450,61
Supplies	338,970.48	11,083.03	83,690.63	81,384.80	173,895.05	49	204,69
Services	609,095.08	24,234.14	141,153.38	249,851.45	218,090.25	64	449,46
Capital Purchases	228,117.34	6,747.85	37,155.44	166,584.67	24,377.23	89	185,00
Department **111 - Police Division** Totals	$9,382,520.73	$742,421.39	$3,357,292.87	$579,411.68	$5,445,816.18	42%	$9,289,77
Department **112 - D.A.R.E.**							
Supplies	1,365.21	.00	.00	.00	1,365.21	0	
Department **112 - D.A.R.E.** Totals	$1,365.21	$0.00	$0.00	$0.00	$1,365.21	0%	$
Department **290 - Mechanic**							
Personal Services	143,192.00	13,002.72	56,749.84	3,496.78	82,945.38	42	142,08
Supplies	102,869.49	3,460.85	22,268.10	34,946.49	45,654.90	56	72,61
Services	45,142.90	.00	8,419.67	23,293.23	13,430.00	70	20,03
Capital Purchases	4,200.00	.00	4,159.98	.00	40.02	99	
Department **290 - Mechanic** Totals	$295,404.39	$16,463.57	$91,597.59	$61,736.50	$142,070.30	52%	$234,72

April, 2017 Budget by Classification

Through 04/30/

Summary Listi

Fund Category **General Fund**

Fund Type

Fund **110 - General Fund**

EXPENSE

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget	Prior Total Ac
Department **340 - Parks and Recreation**							
Personal Services	719,589.00	59,447.71	251,790.38	9,741.34	458,057.28	36	670,28
Supplies	202,504.21	12,258.53	62,940.24	43,023.28	96,540.69	52	158,12
Services	388,966.09	21,729.46	83,031.02	144,881.04	161,054.03	59	190,51
Transfers/Other	.00	835.00	3,558.95	.00	(3,558.95)	+++	
Capital Purchases	37,714.60	.00	23,026.49	654.10	14,034.01	63	260,37
Department **340 - Parks and Recreation** Totals	$1,348,773.90	$94,270.70	$424,347.08	$198,299.76	$726,127.06	46%	$1,279,29
Department **343 - Senior Center**							
Personal Services	161,243.00	13,241.76	58,793.51	1,729.72	100,719.77	38	153,55
Supplies	38,708.10	425.00	4,431.46	1,592.97	32,683.67	16	11,36
Services	42,163.47	778.57	4,127.70	11,460.77	26,575.00	37	33,14
Capital Purchases	.00	.00	.00	.00	.00	+++	2,87
Department **343 - Senior Center** Totals	$242,114.57	$14,445.33	$67,352.67	$14,783.46	$159,978.44	34%	$200,93
Department **448 - Service Department**							
Personal Services	552,952.00	44,945.67	198,589.84	8,223.89	346,138.27	37	539,33
Supplies	23,571.80	993.47	4,921.60	10,625.75	8,024.45	66	10,50
Services	687,004.00	28,524.15	147,858.12	323,317.68	215,828.20	69	452,34
Department **448 - Service Department** Totals	$1,263,527.80	$74,463.29	$351,369.56	$342,167.32	$569,990.92	55%	$1,002,17
Department **479 - Building Department**							
Personal Services	355,607.00	24,431.11	129,086.51	10,989.02	215,531.47	39	273,39
Supplies	16,400.78	291.43	1,145.68	2,255.10	13,000.00	21	4,55
Services	78,359.09	5,410.54	17,672.50	32,180.61	28,505.98	64	82,88
Transfers/Other	.00	41.20	45.72	.00	(45.72)	+++	
Capital Purchases	27,000.00	.00	.00	.00	27,000.00	0	22,38
Department **479 - Building Department** Totals	$477,366.87	$30,174.28	$147,950.41	$45,424.73	$283,991.73	41%	$383,21
Department **522 - Mayor**							
Personal Services	133,082.00	11,319.82	49,879.22	1,462.18	81,740.60	39	150,97
Supplies	1,299.81	93.30	293.11	325.00	681.70	48	36
Services	38,627.50	596.09	6,592.80	15,037.72	16,996.98	56	37,94
Department **522 - Mayor** Totals	$173,009.31	$12,009.21	$56,765.13	$16,824.90	$99,419.28	43%	$189,28
Department **534 - Civil Service Commission**							
Personal Services	60,475.00	4,497.52	20,042.91	.00	40,432.09	33	55,77
Supplies	1,150.52	.00	150.52	400.00	600.00	48	24
Services	24,203.00	.00	5,012.42	8,047.48	11,143.10	54	16,67

April, 2017 Budget by Classification

Through 04/30/1

Summary Listi

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget	Prior Total Ac
Fund Category **General Fund**							
Fund Type							
Fund **110 - General Fund**							
EXPENSE							
Department **534 - Civil Service Commission**							
Capital Purchases	500.00	.00	.00	.00	500.00	0	
Department **534 - Civil Service Commission** Totals	$86,328.52	$4,497.52	$25,205.85	$8,447.48	$52,675.19	39%	$72,69
Department **545 - City Auditor**							
Personal Services	366,584.00	34,318.81	138,496.99	6,521.15	221,565.86	40	343,41
Supplies	6,867.36	.00	1,228.64	2,622.08	3,016.64	56	77
Services	74,706.50	7,342.87	19,012.58	41,614.66	14,079.26	81	54,76
Capital Purchases	1,000.00	.00	.00	.00	1,000.00	0	
Department **545 - City Auditor** Totals	$449,157.86	$41,661.68	$158,738.21	$50,757.89	$239,661.76	47%	$398,95
Department **554 - City Attorney**							
Personal Services	510,715.00	43,416.15	194,979.24	6,163.74	309,572.02	39	501,19
Supplies	2,531.66	42.91	766.75	479.91	1,285.00	49	1,44
Services	78,094.46	2,087.91	33,090.60	11,405.39	33,598.47	57	62,74
Department **554 - City Attorney** Totals	$591,341.12	$45,546.97	$228,836.59	$18,049.04	$344,455.49	42%	$565,38
Department **571 - City Council**							
Personal Services	198,799.00	17,223.58	72,992.60	2,497.98	123,308.42	38	196,80
Supplies	1,700.00	.00	374.23	419.87	905.90	47	48
Services	47,694.63	512.16	14,101.43	5,433.93	28,159.27	41	25,76
Department **571 - City Council** Totals	$248,193.63	$17,735.74	$87,468.26	$8,351.78	$152,373.59	39%	$223,05
Department **580 - Development Department**							
Personal Services	230,199.00	19,663.26	86,929.27	2,805.27	140,464.46	39	224,99
Supplies	2,915.33	.00	481.78	2,033.55	400.00	86	73
Services	69,054.00	4,219.30	11,749.72	19,566.78	37,737.50	45	25,24
Department **580 - Development Department** Totals	$302,168.33	$23,882.56	$99,160.77	$24,405.60	$178,601.96	41%	$250,96
Department **582 - Human Resources Department**							
Personal Services	99,786.00	8,370.22	36,416.29	699.98	62,669.73	37	79,25
Supplies	12,671.14	534.67	3,642.29	3,103.84	5,925.01	53	9,68
Services	23,244.61	2,626.39	9,692.93	3,395.60	10,156.08	56	17,57
Department **582 - Human Resources Department** Totals	$135,701.75	$11,531.28	$49,751.51	$7,199.42	$78,750.82	42%	$106,50
Department **584 - Computer Department**							
Personal Services	96,947.40	8,256.99	35,208.49	7,759.08	53,979.83	44	186,92
Supplies	3,107.01	.00	1,291.21	1,187.01	628.79	80	1,32
Services	294,191.41	18,723.51	122,350.64	149,734.96	22,105.81	92	186,75

April, 2017 Budget by Classification

Through 04/30/

Summary Listi

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget	Prior Total Ac
Fund Category **General Fund**							
Fund Type							
Fund **110 - General Fund**							
EXPENSE							
Department **584 - Computer Department**							
Capital Purchases	86,104.00	.00	9,426.00	104.00	76,574.00	11	40,69
Department **584 - Computer Department** Totals	$480,349.82	$26,980.50	$168,276.34	$158,785.05	$153,288.43	68%	$415,70
Department **593 - Clerk of Courts**							
Personal Services	233,537.00	19,775.34	86,749.29	3,175.16	143,612.55	39	208,90
Supplies	4,500.00	357.75	944.86	1,995.39	1,559.75	65	2,49
Services	98,774.36	3,362.04	26,045.69	69,211.56	3,517.11	96	63,53
Department **593 - Clerk of Courts** Totals	$336,811.36	$23,495.13	$113,739.84	$74,382.11	$148,689.41	56%	$274,93
Department **595 - General and Administrative**							
Personal Services	310,570.00	1,719.69	210,455.74	9,585.00	90,529.26	71	169,21
Supplies	3,500.00	362.00	1,187.16	2,183.68	129.16	96	2,14
Services	686,991.83	11,445.66	203,670.52	178,906.26	304,415.05	56	451,76
Capital Purchases	13,000.00	997.74	3,990.96	9,009.04	.00	100	37,66
Department **595 - General and Administrative** Totals	$1,014,061.83	$14,525.09	$419,304.38	$199,683.98	$395,073.47	61%	$660,79
Department **810 - Public Health and Welfare**							
Services	285,500.00	.00	142,749.83	.00	142,750.17	50	271,28
Department **810 - Public Health and Welfare** Totals	$285,500.00	$0.00	$142,749.83	$0.00	$142,750.17	50%	$271,28
EXPENSE TOTALS	$17,113,697.00	$1,194,104.24	$5,989,906.89	$1,808,710.70	$9,315,079.41	46%	$15,819,70
Fund **110 - General Fund** Totals							
REVENUE TOTALS	15,321,246.00	1,149,593.35	4,466,485.43	.00	10,854,760.57	29%	15,390,27
EXPENSE TOTALS	17,113,697.00	1,194,104.24	5,989,906.89	1,808,710.70	9,315,079.41	46%	15,819,70
Fund **110 - General Fund** Net Gain (Loss)	($1,792,451.00)	($44,510.89)	($1,523,421.46)	($1,808,710.70)	($1,539,681.16)	186%	($429,435
Fund Type Totals							
REVENUE TOTALS	15,321,246.00	1,149,593.35	4,466,485.43	.00	10,854,760.57	29%	15,390,27
EXPENSE TOTALS	17,113,697.00	1,194,104.24	5,989,906.89	1,808,710.70	9,315,079.41	46%	15,819,70
Fund Type Net Gain (Loss)	($1,792,451.00)	($44,510.89)	($1,523,421.46)	($1,808,710.70)	($1,539,681.16)	186%	($429,435
Fund Category **General Fund** Totals							
REVENUE TOTALS	15,321,246.00	1,149,593.35	4,466,485.43	.00	10,854,760.57	29%	15,390,27
EXPENSE TOTALS	17,113,697.00	1,194,104.24	5,989,906.89	1,808,710.70	9,315,079.41	46%	15,819,70
Fund Category **General Fund** Net Gain (Loss)	($1,792,451.00)	($44,510.89)	($1,523,421.46)	($1,808,710.70)	($1,539,681.16)	186%	($429,435

April, 2017 Budget by Classification

Through 04/30/

Summary Listi

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget	Prior Total Ac
Fund Category **Special Revenue Funds**							
Fund Type							
Fund **220 - Income Tax Fund**							
REVENUE							
Department **000 - General**							
Municipal Tax	399,000.00	19,241.10	477,922.88	.00	(78,922.88)	120	355,64
Investment Earnings	1,000.00	656.49	2,317.98	.00	(1,317.98)	232	4,30
Department **000 - General** Totals	$400,000.00	$19,897.59	$480,240.86	$0.00	($80,240.86)	120%	$359,94
REVENUE TOTALS	$400,000.00	$19,897.59	$480,240.86	$0.00	($80,240.86)	120%	$359,94
EXPENSE							
Department **564 - Income Tax Division**							
Personal Services	81,913.00	6,438.25	31,179.96	777.04	49,956.00	39	79,05
Supplies	790.40	.00	190.40	600.00	.00	100	23
Services	20,400.00	535.90	2,553.61	656.59	17,189.80	16	66,35
Transfers/Other	1,001,000.00	36,787.65	298,905.63	162,500.00	539,594.37	46	225,71
Department **564 - Income Tax Division** Totals	$1,104,103.40	$43,761.80	$332,829.60	$164,533.63	$606,740.17	45%	$371,35
EXPENSE TOTALS	$1,104,103.40	$43,761.80	$332,829.60	$164,533.63	$606,740.17	45%	$371,35
Fund **220 - Income Tax Fund** Totals							
REVENUE TOTALS	400,000.00	19,897.59	480,240.86	.00	(80,240.86)	120%	359,94
EXPENSE TOTALS	1,104,103.40	43,761.80	332,829.60	164,533.63	606,740.17	45%	371,35
Fund **220 - Income Tax Fund** Net Gain (Loss)	($704,103.40)	($23,864.21)	$147,411.26	($164,533.63)	$686,981.03	2%	($11,410

April, 2017 Budget by Classification

Through 04/30/1

Summary Listi

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget	Prior Total Ac
Fund Category **Special Revenue Funds**							
Fund Type							
Fund **260 - Street Fund**							
REVENUE							
Department **000 - General**							
State Levied Shared Taxes	1,310,000.00	101,487.42	426,747.41	.00	883,252.59	33	1,330,965
Investment Earnings	25,000.00	.00	.00	.00	25,000.00	0	17,33
Other Revenues	5,000.00	2,327.03	48,426.73	.00	(43,426.73)	969	2,815
Reimbursements	10,000.00	.00	2,371.09	.00	7,628.91	24	15,17
Department **000 - General** Totals	$1,350,000.00	$103,814.45	$477,545.23	$0.00	$872,454.77	35%	$1,366,28
REVENUE TOTALS	$1,350,000.00	$103,814.45	$477,545.23	$0.00	$872,454.77	35%	$1,366,28
EXPENSE							
Department **000 - General**							
Capital Purchases	214,675.06	9,420.10	36,313.31	178,361.75	.00	100	827,11
Department **000 - General** Totals	$214,675.06	$9,420.10	$36,313.31	$178,361.75	$0.00	100%	$827,11
Department **268 - Street Department**							
Personal Services	589,634.00	47,839.24	228,365.28	8,952.29	352,316.43	40	548,005
Supplies	334,052.92	6,729.39	91,225.33	59,041.15	183,786.44	45	164,84
Services	139,316.98	3,111.77	40,259.43	70,255.80	28,801.75	79	85,19
Capital Purchases	.00	.00	.00	.00	.00	+++	226,53
Department **268 - Street Department** Totals	$1,063,003.90	$57,680.40	$359,850.04	$138,249.24	$564,904.62	47%	$1,024,58
EXPENSE TOTALS	$1,277,678.96	$67,100.50	$396,163.35	$316,610.99	$564,904.62	56%	$1,851,69
Fund **260 - Street Fund** Totals							
REVENUE TOTALS	1,350,000.00	103,814.45	477,545.23	.00	872,454.77	35%	1,366,28
EXPENSE TOTALS	1,277,678.96	67,100.50	396,163.35	316,610.99	564,904.62	56%	1,851,69
Fund **260 - Street Fund** Net Gain (Loss)	$72,321.04	$36,713.95	$81,381.88	($316,610.99)	($307,550.15)	(325%)	($485,407

April, 2017 Budget by Classification

Through 04/30/1
Summary Listi

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget	Prior Total Ac
Fund Category **Special Revenue Funds**							
Fund Type							
Fund **270 - State Highway Fund**							
REVENUE							
Department **000 - General**							
State Levied Shared Taxes	106,000.00	8,228.71	34,601.14	.00	71,398.86	33	107,91
Investment Earnings	4,000.00	.00	.00	.00	4,000.00	0	1,40
Department **000 - General** Totals	$110,000.00	$8,228.71	$34,601.14	$0.00	$75,398.86	31%	$109,31
REVENUE TOTALS	$110,000.00	$8,228.71	$34,601.14	$0.00	$75,398.86	31%	$109,31
EXPENSE							
Department **268 - Street Department**							
Supplies	70,000.00	.00	17,331.23	39,668.77	13,000.00	81	59,35
Services	24,490.38	413.03	1,760.55	13,979.83	8,750.00	64	17,09
Capital Purchases	.00	.00	.00	.00	.00	+++	64,16
Department **268 - Street Department** Totals	$94,490.38	$413.03	$19,091.78	$53,648.60	$21,750.00	77%	$140,61
EXPENSE TOTALS	$94,490.38	$413.03	$19,091.78	$53,648.60	$21,750.00	77%	$140,61
Fund **270 - State Highway Fund** Totals							
REVENUE TOTALS	110,000.00	8,228.71	34,601.14	.00	75,398.86	31%	109,31
EXPENSE TOTALS	94,490.38	413.03	19,091.78	53,648.60	21,750.00	77%	140,61
Fund **270 - State Highway Fund** Net Gain (Loss)	$15,509.62	$7,815.68	$15,509.36	($53,648.60)	($53,648.86)	(246%)	($31,297
Fund Type Totals							
REVENUE TOTALS	1,860,000.00	131,940.75	992,387.23	.00	867,612.77	53%	1,835,55
EXPENSE TOTALS	2,476,272.74	111,275.33	748,084.73	534,793.22	1,193,394.79	52%	2,363,66
Fund Type Net Gain (Loss)	($616,272.74)	$20,665.42	$244,302.50	($534,793.22)	$325,782.02	47%	($528,115
Fund Category **Special Revenue Funds** Totals							
REVENUE TOTALS	1,860,000.00	131,940.75	992,387.23	.00	867,612.77	53%	1,835,55
EXPENSE TOTALS	2,476,272.74	111,275.33	748,084.73	534,793.22	1,193,394.79	52%	2,363,66
Fund Category **Special Revenue Funds** Net Gain (Loss)	($616,272.74)	$20,665.42	$244,302.50	($534,793.22)	$325,782.02	47%	($528,115

April, 2017 Budget by Classification

Through 04/30/
Summary Listi

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget	Prior Total A
Fund Category **Enterprise Funds**							
Fund Type							
Fund **710 - Water Fund**							
REVENUE							
Department **000 - General**							
Utility Charges	826,000.00	54,189.98	250,958.64	.00	575,041.36	30	789,71
Other Revenues	.00	.00	1,526.60	.00	(1,526.60)	+++	37,03
Reimbursements	.00	3,308.04	4,048.04	.00	(4,048.04)	+++	1,60
Department **000 - General** Totals	$826,000.00	$57,498.02	$256,533.28	$0.00	$569,466.72	31%	$828,36
Department **735 - Water Division**							
Utility Charges	5,874,000.00	402,561.63	1,949,964.93	.00	3,924,035.07	33	6,033,91
Other Revenues	.00	25,434.62	(56,826.10)	.00	56,826.10	+++	160,62
Bond and Note Proceeds	.00	1,500,000.00	1,500,000.00	.00	(1,500,000.00)	+++	
Department **735 - Water Division** Totals	$5,874,000.00	$1,927,996.25	$3,393,138.83	$0.00	$2,480,861.17	58%	$6,194,54
REVENUE TOTALS	$6,700,000.00	$1,985,494.27	$3,649,672.11	$0.00	$3,050,327.89	54%	$7,022,90
EXPENSE							
Department **000 - General**							
Capital Purchases	634,365.42	28,283.64	83,471.23	60,355.59	490,538.60	23	392,89
Department **000 - General** Totals	$634,365.42	$28,283.64	$83,471.23	$60,355.59	$490,538.60	23%	$392,89
Department **735 - Water Division**							
Personal Services	413,608.00	38,713.37	169,102.16	7,288.45	237,217.39	43	384,92
Supplies	115,633.20	5,904.48	31,163.84	30,532.64	53,936.72	53	69,82
Services	5,182,547.41	1,044,190.47	2,170,016.34	528,922.06	2,483,609.01	52	4,736,84
Capital Purchases	109,400.00	.00	57,470.09	3,244.41	48,685.50	55	127,96
Department **735 - Water Division** Totals	$5,821,188.61	$1,088,808.32	$2,427,752.43	$569,987.56	$2,823,448.62	51%	$5,319,55
Department **991 - Debt Service**							
Debt Service	216,650.00	16,530.00	16,530.00	50,159.10	149,960.90	31	315,87
Department **991 - Debt Service** Totals	$216,650.00	$16,530.00	$16,530.00	$50,159.10	$149,960.90	31%	$315,87
EXPENSE TOTALS	$6,672,204.03	$1,133,621.96	$2,527,753.66	$680,502.25	$3,463,948.12	48%	$6,028,32
Fund **710 - Water Fund** Totals							
REVENUE TOTALS	6,700,000.00	1,985,494.27	3,649,672.11	.00	3,050,327.89	54%	7,022,90
EXPENSE TOTALS	6,672,204.03	1,133,621.96	2,527,753.66	680,502.25	3,463,948.12	48%	6,028,32
Fund **710 - Water Fund** Net Gain (Loss)	$27,795.97	$851,872.31	$1,121,918.45	($680,502.25)	$413,620.23	1,588%	$994,58

April, 2017 Budget by Classification

Through 04/30/

Summary Listi

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget	Prior Total Ac
Fund Category **Enterprise Funds**							
Fund Type							
Fund **720 - Wastewater/Sewer Fund**							
REVENUE							
Department **000 - General**							
Utility Charges	385,000.00	27,352.63	123,613.76	.00	261,386.24	32	381,54
Department **000 - General** Totals	$385,000.00	$27,352.63	$123,613.76	$0.00	$261,386.24	32%	$381,54
Department **736 - Wastewater Division**							
Utility Charges	5,415,000.00	413,599.07	1,863,733.76	.00	3,551,266.24	34	5,687,43
Other Revenues	.00	.00	25.00	.00	(25.00)	+++	21
Department **736 - Wastewater Division** Totals	$5,415,000.00	$413,599.07	$1,863,758.76	$0.00	$3,551,241.24	34%	$5,687,65
REVENUE TOTALS	$5,800,000.00	$440,951.70	$1,987,372.52	$0.00	$3,812,627.48	34%	$6,069,19
EXPENSE							
Department **000 - General**							
Capital Purchases	362,646.87	3,912.27	11,158.97	27,528.59	323,959.31	11	98,28
Department **000 - General** Totals	$362,646.87	$3,912.27	$11,158.97	$27,528.59	$323,959.31	11%	$98,28
Department **736 - Wastewater Division**							
Personal Services	385,798.00	27,259.42	137,806.64	13,156.10	234,835.26	39	372,78
Supplies	25,599.99	415.08	3,548.48	5,815.81	16,235.70	37	18,50
Services	5,006,854.87	607,016.06	1,731,492.43	446,999.47	2,828,362.97	44	4,698,94
Capital Purchases	109,400.00	.00	57,948.08	3,244.42	48,207.50	56	127,35
Department **736 - Wastewater Division** Totals	$5,527,652.86	$634,690.56	$1,930,795.63	$469,215.80	$3,127,641.43	43%	$5,217,59
Department **991 - Debt Service**							
Debt Service	102,585.00	.00	.00	4,051.50	98,533.50	4	104,19
Department **991 - Debt Service** Totals	$102,585.00	$0.00	$0.00	$4,051.50	$98,533.50	4%	$104,19
EXPENSE TOTALS	$5,992,884.73	$638,602.83	$1,941,954.60	$500,795.89	$3,550,134.24	41%	$5,420,08
Fund **720 - Wastewater/Sewer Fund** Totals							
REVENUE TOTALS	5,800,000.00	440,951.70	1,987,372.52	.00	3,812,627.48	34%	6,069,19
EXPENSE TOTALS	5,992,884.73	638,602.83	1,941,954.60	500,795.89	3,550,134.24	41%	5,420,08
Fund **720 - Wastewater/Sewer Fund** Net Gain (Loss)	($192,884.73)	($197,651.13)	$45,417.92	($500,795.89)	($262,493.24)	236%	$649,11

April, 2017 Budget by Classification

Through 04/30/

Summary Listi

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget	Prior Y Total Ac
Fund Category **Enterprise Funds**							
Fund Type							
Fund **740 - Storm Water Drainage Fund**							
REVENUE							
Department **737 - Storm Water Division**							
Utility Charges	1,350,000.00	94,842.51	451,119.87	.00	898,880.13	33	1,309,93
Bond and Note Proceeds	.00	1,100,000.00	1,100,000.00	.00	(1,100,000.00)	+++	
Department **737 - Storm Water Division** Totals	$1,350,000.00	$1,194,842.51	$1,551,119.87	$0.00	($201,119.87)	115%	$1,309,93
REVENUE TOTALS	$1,350,000.00	$1,194,842.51	$1,551,119.87	$0.00	($201,119.87)	115%	$1,309,93
EXPENSE							
Department **000 - General**							
Capital Purchases	234,978.65	11,773.52	62,724.37	172,254.28	.00	100	286,20
Department **000 - General** Totals	$234,978.65	$11,773.52	$62,724.37	$172,254.28	$0.00	100%	$286,20
Department **737 - Storm Water Division**							
Personal Services	272,732.00	22,681.94	105,698.55	5,073.93	161,959.52	41	260,05
Supplies	36,627.47	414.27	2,043.12	14,234.35	20,350.00	44	20,02
Services	988,331.19	73,039.56	269,448.80	249,009.95	469,872.44	52	735,07
Capital Purchases	.00	.00	.00	.00	.00	+++	29,62
Department **737 - Storm Water Division** Totals	$1,297,690.66	$96,135.77	$377,190.47	$268,318.23	$652,181.96	50%	$1,044,77
Department **991 - Debt Service**							
Debt Service	11,970.00	11,970.00	11,970.00	.00	.00	100	
Department **991 - Debt Service** Totals	$11,970.00	$11,970.00	$11,970.00	$0.00	$0.00	100%	$
EXPENSE TOTALS	$1,544,639.31	$119,879.29	$451,884.84	$440,572.51	$652,181.96	58%	$1,330,98
Fund **740 - Storm Water Drainage Fund** Totals							
REVENUE TOTALS	1,350,000.00	1,194,842.51	1,551,119.87	.00	(201,119.87)	115%	1,309,93
EXPENSE TOTALS	1,544,639.31	119,879.29	451,884.84	440,572.51	652,181.96	58%	1,330,98
Fund **740 - Storm Water Drainage Fund** Net Gain (Loss)	($194,639.31)	$1,074,963.22	$1,099,235.03	($440,572.51)	$853,301.83	(338%)	($21,053

April, 2017 Budget by Classification

Through 04/30/17
Summary Listi

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	YTD Encumbrances	Budget Less YTD Actual	% of Budget	Prior Total Ac
Fund Category **Enterprise Funds**							
Fund Type							
Fund **750 - Solid Waste Fund**							
REVENUE							
Department **738 - Refuse Collection**							
Utility Charges	2,040,000.00	159,828.01	664,277.43	.00	1,375,722.57	33	1,972,29
Department **738 - Refuse Collection** Totals	$2,040,000.00	$159,828.01	$664,277.43	$0.00	$1,375,722.57	33%	$1,972,29
REVENUE TOTALS	$2,040,000.00	$159,828.01	$664,277.43	$0.00	$1,375,722.57	33%	$1,972,29
EXPENSE							
Department **738 - Refuse Collection**							
Supplies	2,000.00	.00	.00	.00	2,000.00	0	99
Services	2,203,252.85	149,231.57	449,414.29	178,231.73	1,575,606.83	28	1,963,59
Department **738 - Refuse Collection** Totals	$2,205,252.85	$149,231.57	$449,414.29	$178,231.73	$1,577,606.83	28%	$1,964,59
EXPENSE TOTALS	$2,205,252.85	$149,231.57	$449,414.29	$178,231.73	$1,577,606.83	28%	$1,964,59
Fund **750 - Solid Waste Fund** Totals							
REVENUE TOTALS	2,040,000.00	159,828.01	664,277.43	.00	1,375,722.57	33%	1,972,29
EXPENSE TOTALS	2,205,252.85	149,231.57	449,414.29	178,231.73	1,577,606.83	28%	1,964,59
Fund **750 - Solid Waste Fund** Net Gain (Loss)	($165,252.85)	$10,596.44	$214,863.14	($178,231.73)	$201,884.26	(22%)	$7,69
Fund Type Totals							
REVENUE TOTALS	15,890,000.00	3,781,116.49	7,852,441.93	.00	8,037,558.07	49%	16,374,33
EXPENSE TOTALS	16,414,980.92	2,041,335.65	5,371,007.39	1,800,102.38	9,243,871.15	44%	14,743,99
Fund Type Net Gain (Loss)	($524,980.92)	$1,739,780.84	$2,481,434.54	($1,800,102.38)	$1,206,313.08	(130%)	$1,630,34
Fund Category **Enterprise Funds** Totals							
REVENUE TOTALS	15,890,000.00	3,781,116.49	7,852,441.93	.00	8,037,558.07	49%	16,374,33
EXPENSE TOTALS	16,414,980.92	2,041,335.65	5,371,007.39	1,800,102.38	9,243,871.15	44%	14,743,99
Fund Category **Enterprise Funds** Net Gain (Loss)	($524,980.92)	$1,739,780.84	$2,481,434.54	($1,800,102.38)	$1,206,313.08	(130%)	$1,630,34
Grand Totals							
REVENUE TOTALS	33,071,246.00	5,062,650.59	13,311,314.59	.00	19,759,931.41	40%	33,600,16
EXPENSE TOTALS	36,004,950.66	3,346,715.22	12,108,999.01	4,143,606.30	19,752,345.35	45%	32,927,36
Grand Total Net Gain (Loss)	($2,933,704.66)	$1,715,935.37	$1,202,315.58	($4,143,606.30)	($7,586.06)	100%	$672,79

Service Department
Bill Sampson
7232 E. Main Street
Reynoldsburg OH 43068
614-322-6884 phone

Memo

DATE: **June 12, 2017**

TO: **City Council**

CC:

RE: Reynoldsburg Community Center Update

Reynoldsburg Community Center Update

The vision and goals of this project: the importance of providing a true Community "center" for the City to host family friendly programs and athletic events; a responsible investment towards an improved quality of life for residents; a safe activity hub for families and teens; an aquatics center; and a sustainable design solution that minimizes environmental impacts, while offering reduced energy consumption and life-cycle costs through the selection of green building systems and materials. The selection committee has completed its evaluation of the architectural teams that submitted on the new Reynoldsburg Community Center. Attached is the Request for Qualifications, Evaluation Criteria, Score Sheet, the winning firm’s proposal, interview questions, and the project schedule.

Request for Qualifications (RFQ) for Professional Architectural Design Services
For The City of Reynoldsburg Community Center

The City of Reynoldsburg (City) is requesting Statements of Qualifications (SOQ) from professional architectural firms for the purpose of providing architectural and engineering design services for the City of Reynoldsburg Community Center Project.

Project Description:

The City intends to construct a new Community Center, which will be owned by the City and operated by the YMCA, on the north end of Huber Park in Reynoldsburg, Ohio. This new facility will be located on approximately ten (10) acres of property and consist of an approximately 52,000 square-foot, two-story facility to include administrative offices, community rooms, a fitness center, a full gymnasium, an indoor and outdoor aquatic center (outdoor center approximately 22,000 square feet), a large parking area (approximately 300 parking spaces); as well as an additional space for potential tenant partners (8,000 square feet).

A preliminary concept plan has been developed by *Gro Development*, a national consultant to the YMCA. These documents are included as part of the Request for Qualifications package (Exhibit A). **Project funding is contingent upon the City passing a May 2017 ballot issue**.

The design of the above Project will begin following the passing of the ballot issue, circa June 1, 2017. The estimated construction budget for this Project is $20,000,000 - $25,000,000. Selection of the design consultant will be performed utilizing Qualification Based Selection.

A site visit is scheduled for Thursday, February 23, 2017 at 9:30am. We will meet at the Reynoldsburg Senior Citizens Center, 1520 Davidson Drive, Reynoldsburg, Ohio 43068.

Submittals:

Each respondent must submit eight (8) copies of its response to this RFQ by Friday, March 17, 2017 at 4:00 pm. (local time) to:

William J. Sampson, LEED Green Assoc.
Director of Public Service
City of Reynoldsburg
7232 E. Main Street
Reynoldsburg, Ohio 43068

Write on the outside of the sealed envelope or box: "Statement of Qualifications for the Reynoldsburg Community Center Design Project"

Attachment: Reynoldsburg Community Center RFQ (1795 : Community Center Update)

Anticipated Schedule:

The desire of the City is to have the selected Architect in place with a successfully negotiated contract upon passage of the May 2017 ballot. Execution of the contract will occur at or about the earliest time reasonably possible following passage of the issue.

The City reserves the right to modify any or all of the above dates.

Questions, Clarifications, and Addenda:

Information and questions about the project can be made in writing up to February 27, 2017 by contacting:

William J. Sampson, LEED Green Assoc.
Director of Public Service
City of Reynoldsburg
7232 E. Main Street
Reynoldsburg, Ohio 43068
614.322.6884
bsampson@ci.reynoldsburg.oh.us

Responses will be posted on March 3, 2017 at www.ci.reynoldsburg.oh.us/departments/service-department. No oral questions or requests will be accepted by the City.

Qualifications:

Submittals shall be limited to 30 pages (8-1/2" x 11" one-sided printing), not including a one-page cover letter, Cover and Back, Table of Contents, and tabs, and shall include the following sections (with associated page limitations per section):

1. Information about the firm's history (one page).
2. Education and experience of key personnel working on the project (five pages).
3. List of prior work completed by key staff within the following categories (five pages):
    a. City of Reynoldsburg
    b. Direct experience with municipalities of similar size
    c. Direct experience on this project
4. Ability of the firm to provide services on the proposed timeline (one page).
5. List of subconsultants used to provide any services not performed by the prime design firm (one page).
6. List five relevant projects involving similar services performed for municipal clients (five pages) which includes the following information for each project:
    a. Project owner, name of project and location
    b. Brief description of the project
    c. Reference contact person and phone number
7. The firm/team's location and proximity to the site for purposes of attending meetings (one page).
8. The firm's insurance coverage, including errors and omissions. Include the coverage amounts and types of insurance coverage, particularly the firm's commercial general liability and professional liability limits. (one page).

9. Project approach including firm's procedures for preparing budget estimates, performing design reviews, constructability reviews, and value engineering. (ten pages).

As required by Ohio Revised Code responding firms will be evaluated and ranked in order of their qualifications. Following this evaluation, the individual project teams from the firms determined to be most qualified may be asked to meet with City representatives to present the firm's qualifications and proposed approach for the Project before final selection is made. Following this evaluation and the results of the May 2017 ballot issue, the City will enter into contract negotiation with the firm deemed to be the most qualified.

Exhibits:

Exhibit A – Reynoldsburg Community Center Draft Concept

Evaluation Criteria Score Sheet for Professional Architectural Design Services For The City of Reynoldsburg Community Center

Evaluator Name: ________________________

Points

1. Information about the firm's history (5 Points). ______

2. Education and experience of key personnel working on the project (15 Points). ______

3. List of prior work completed by key staff within the following categories:
   a. City of Reynoldsburg (10 Points). ______

   b. Direct experience with municipalities of similar size (10 Points). ______

   c. Direct experience on this project (10 Points). ______

4. Ability of the firm to provide services on the proposed timeline (10 Points). ______

5. List of subconsultants used to provide any services not performed by the prime design firm (5 Points). ______

6. List five relevant projects involving similar services performed for municipal clients which includes the following information for each project (15 Points): ______
   a. Project owner, name of project and location.
   b. Brief description of the project.
   c. Reference contact person and phone number.

7. The firm/team's location and proximity to the site for purposes of attending meetings (5 Points). ______

8. Project approach including firm's procedures for preparing budget estimates, performing design reviews, constructability reviews, and value engineering. (15 Points). ______

Total (100 Points) ______

Reynoldsburg Community Center - Score Sheet for Professional Architectural Design Services

Evaluator	**Firm Name**									
	MSA Sport	CT Consultants/Moody Nolan	OLC + DW	MS Consultants	Williams Architects	Braun & Steidl	Legat Kingscott	The Collaborative	WSA Studio	Turner
Brad McCloud	83.5	93.5	85	75	65	75.5	77.5	63	72.5	41
Donna Bauman	95	93	92	87	87	77	76	75	72	51
Dan Havener	96	99	92	99	93	94	55	82	86	50
Bill Sampson	84	95	79	73	67	67	70	67	73	53
Brett Luzader	71	92	78	80	81	73	69	65	76	48
Todd Starr	86	91	85	79	76	78	72	78	74	40
TOTAL:	515.5	563.5	511	493	469	464.5	419.5	430	453.5	283

Attachment: Score Sheet (1795 : Community Center Update)

CITY OF REYNOLDSBURG

THE CITY OF REYNOLDSBURG COMMUNITY CENTER

STATEMENT OF QUALIFICATIONS FOR PROFESSIONAL ARCHITECTURAL DESIGN SERVICES

MARCH 17, 2017

CT CONSULTANTS IN ASSOCIATION WITH **MOODY NOLAN**

your trusted advisor
consultants
engineers
architects
planners

March 16, 2017

William Sampson, LEED Green Assoc.
Director of Public Service
City of Reynoldsburg
7232 E. Main Street
Reynoldsburg, Ohio 43068

RE: City of Reynoldsburg Community Center

Dear Mr. Sampson:

CT Consultants has enjoyed working with the City of Reynoldsburg on a variety of projects, including the recent work on the Community Center/YMCA project. We understand and appreciate the vision and goals of this project: the importance of providing a true Community "center" for the City to host family friendly festivals, cultural offerings, and athletic events; a responsible investment towards an improved quality of life for residents; a safe activity hub for families and teens; an aquatics center; and a sustainable design solution that minimizes environmental impacts, while offering reduced energy consumption and life-cycle costs through the selection of green building systems and materials.

John deGraaf, RA, NCARB will continue to serve as the project manager and main point-of-contact with the City. He has worked with the City for the past two years on the programming and planning of the conceptual design phases of the project. John will lead a team of recognized experts with community and recreation center experience who offer comprehensive architectural and engineering design, complemented by a full array of design and construction phase services.

Our strategic partner is Moody Nolan, an architectural firm with a national reputation of recreation design excellence. With vast experience designing community centers, Moody Nolan provides in-depth architectural resources for the City. We will rely on the nationally-renowned designer, Counsilman-Hunsaker for pool design. Moody Nolan and Counsilman-Hunsaker have collaborated on award-winning community centers with innovative designs resulting in lowered operating costs and maintenance savings. Korda will provide MEP and technology design; and EDGE will provide thoughtful landscape architectural design services.

CT will hit the ground running having already gained critical information though our two years of current service on the project. Moving ahead, we have assembled the most talented – and best-suited – design team to carry this project forward to meet your needs. The experience of this team will enhance the trust of the City of Reynoldsburg and the YMCA by keeping your best interests in mind when making design decisions. Through the use of an integrated project delivery method, and a collaborative spirit, the CT Team will create a new architectural beacon for the City. We look forward to continue working with the City on this very important project.

Respectfully,

CT CONSULTANTS, INC.

J. Wesley Hall

J. Wesley Hall, PE, LEED AP / Vice President
Project Principal-in-Charge

1

FIRM HISTORY

FIRM HISTORY

CT CONSULTANTS, INC.

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 architectural services.

Our architectural team has a wide range of design backgrounds to respond to different needs of clients, particularly those in the public sector which is the firm's core clientele. Current technologies, economics, and a thorough understanding of how a space "works," are primary considerations during the process of planning user-oriented solutions. Innovative designs, timeliness, and a concern for economics are inherent in our process for designing projects ranging from complex campus facilities to interior space renovations. 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.

MOODY NOLAN

Since its founding, projects at Moody Nolan have steadily grown in scope and scale. From early projects such as branch libraries and religious facilities, the firm added projects with public works for communities, universities, housing authorities. and healthcare organizations throughout the country. While projects have grown, commitment to our clients has always remained the same — ensuring a space performs, inspires, and above all, endures.

The firm's growth has been made possible by the confidence to take risks and move forward. But most of all, they've remained true to a basic commitment — to provide exemplary services, design signature projects, and recruit the most capable and talented design professionals. Because of this, Moody Nolan has expanded the geographic footprint beyond their Ohio roots. Today, they work coast to coast and maintain 12 regional offices.

WHAT MAKES US DIFFERENT

HISTORY WITH THE CITY OF REYNOLDSBURG AND THE PROPOSED COMMUNITY CENTER

OUTSTANDING TEAM MEMBERS WITH A HISTORY OF WORKING TOGETHER

ENHANCED PRECONSTRUCTIO AND CONSTRUCTION/CLOSEOUT SERVICES

2

EDUCATION AND EXPERIENCE OF KEY PERSONNEL

MEET OUR TEAM MEMBERS

PROJECT MANAGEMENT

JOHN DEGRAAF, RA, NCARB

PROGRAM MANAGER

Education: MS Architecture, University of Michigan

John has over 25 years of architectural experience in both the public and private sectors. He has worked on many award winning projects as Project Manager and Project Architect, and brings of wealth of creativity to every project. His project experience spans government facilities, convention center and entertainment venues, hospitality, recreation, military, medical, industrial, education and utility facilities. John is experienced in contract procurement and negotiation, programming, concept development, building reviews, schematic and detailed design, criteria development, specification writing, bidding and contract document preparation, and construction administration and observation.

"The project was smoothly run and came in on time and within budget..."

- Ted Mack, Safety Service Director, City of Sharonville

HOWARD BLAISDELL, AIA, RA, LEED AP BD+C

PROJECT MANAGER

Education: BA Architecture, Washington University

Howard, a Senior Project Manager and Architect with Moody Nolan for the last 26 years, has worked exclusively in the planning and design of recreation and sports facilities over the last 17 years. Howard's projects include City of Columbus Driving Park Community Center and Pool Improvements, City of Columbus Milo Grogan Recreation Center, Hendricks Regional Health YMCA, and Worthington Community Center. Howard has worked on many large and small projects providing a diverse perspective on design. He has added the experience of carrying many of his projects through the construction administration phase, which provides Howard with an enhanced level of understanding of the coordination needed for effective contract documents to reduce conflicts in the field.

"Howard Blaisdell....clearly the driving force behind Moody-Nolan's outstanding work on this project..."

- Rick Couture, Director of Plant Facilities

KEY PERSONNEL

J. WESLEY HALL, PE, LEED AP / VP

PROJECT PRINCIPAL-IN-CHARGE

Education: BS Civil Engineering, Ohio University

Wes has extensive experience in the planning, design, and construction management of various civil and environmental engineering projects. The major projects have included commercial and industrial site planning and development, residential subdivision planning and development, wastewater treatment and collection facilities, water distribution facilities, stormwater collection and management facilities, and roadway improvement projects. His responsibilities have included overall project management, preparation of contract plans and specifications, construction cost estimating, construction management and construction observation. Wes serves as Regional Manager for Central Ohio in our Columbus office.

MARK HORTON

PRE-CONSTRUCTION MANAGER

Education: BS Civil Engineering/Structural Engineering, University of Tennessee

Mark provides advisory services to public and private owners on major capital projects and real estate services. His role for our clients includes serving as overall Project Manager, Owner's Representative, and Real Estate Advisor. Mark is recognized for his expertise in alternative project delivery models such as Design-Build, Construction Manager at Risk (CMR), and Guaranteed Maximum Price (GMP) with shared savings. Mark's current role as Real Estate Advisor for the Cleveland School District involves him in capital projects, real estate transfers, and optimizing the District operations of safety/security, food service, janitorial, transportation, and space planning.

DAVID PARKINSON, PE

LEAD SITE/CIVIL ENGINEER

Education: BS Civil Engineering, Purdue University

Dave has more than 30 years of experience in the successful delivery of design and construction management projects. 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; overseeing the preparation and review of construction contracts, plans, specifications, and tender documents; and managing contract administration and construction inspection staff. Dave has a long history with the City of Reynoldsburg and staff dating back to 1996. Dave performed a feasibility study of the 10-acre parcel of land, immediately adjacent to the existing 42-acre Huber Park in the heart of the City of Reynoldsburg, to determine if it was suitable for constructing the proposed Community Center.

EMILY BILLS, LEED AP

ARCHITECTURAL DESIGNER

Education: BS Technology, Architecture/Planning & Design, Bowling Green State University

Emily has over 20 years of professional experience in architectural design, programming, planning, sustainable design, and construction documentation. Her core strengths include an attention to detail, ability to coordinate multiple projects across various disciplines, and building client rapport. Emily worked alongside John deGraaf to kick-off the planning and programming for the proposed Reynoldsburg Community Center. She led the programming discussions to determine the desires and needs of the City, and attended meetings with the YMCA. Emily also developed the POR, and multiple conceptual floor plans with varying configurations to respond to limitations in space and budget. When the YMCA officially came on board, Emily helped transition these concepts to the YMCA's consultant, Gro Development.

CHAD KNIGHT, RA, LEED AP BD+C

PROJECT ARCHITECT

Education: Master of Architecture, Miami University; BS of Architecture, University of Cincinnati

Chad has 16 years of experience in the industry. His project experience includes many public and private sector projects, including schools, offices, government, and corporate facilities. His experience includes coordination between disciplines, feasibility studies, programming, concept development, schematic and detailed design, project management, and construction administration and observation.

BRIAN SABLA, CSI, CCS, LEED AP BD+C

PROJECT ARCHITECT

Education: BS Architectural Engineering, University of Cincinnati; AS Civil Construction Engineering, University of Cincinnati

Brian has over 27 years of design and construction administration experience. His work includes recreation facilities, community centers, convention centers, fire stations, municipal buildings, office buildings, retail and hospitality stores, and electric cooperative headquarters and operations centers. The tasks he performs are just as varied: feasibility studies; preparation of construction documents for new construction and renovations/expansions; construction administration; project management; sustainable design; and code interpretation.

PAUL PERRIN, PE, SE, LEED AP

LEAD STRUCTURAL ENGINEER

Education: MS Structural Engineering, University of California, Berkeley; BS Civil Engineering, BA Economics, BA International Studies, Virginia Tech

Paul has 21 years of experience as a structural engineer and project manager on a variety of military, municipal, and retail projects. His expertise includes progressive collapse analysis, seismic design, anti-terrorism/ force protection (AT/FP), blast design, structural hardening, risk assessments, advanced finite element analysis, inspections, and feasibility studies.

CURTIS MOODY, FAIA, NOMA, NCARB, LEED AP / CEO

PRINCIPAL-IN-CHARGE OF DESIGN

Education: Honorary Doctrate, Ohio Dominican University; BS Architecture, The Ohio State University

Award-winning architectural designer Curtis J. Moody has been involved in the design of several billion dollars in construction over his 44 year career. A winner of the prestigious Whitney M. Young, Jr. award as an outstanding African American Architect in the United States in 1992, Curt's designs have won more than 250 design citations, including 38 from the American Institute of Architects (AIA) and 41 from the National Organization of Minority Architects (NOMA), more awards than any other minority architectural firm in the United States.

MARK BODIEN, AIA, LEED AP BD+C, NCARB

DESIGN PROJECT MANAGER

Education: MS Architecture, Washington University; BS Civil Engineering, Washington University

Mark specializes in planning and design of community and student focused facilities, including student centers/unions and recreation facilities. Mark serves as planner and project manager with responsibilities including primary client contact, project management, planning and design, in addition to quality control. Over the last 30 years, Mark has participated as a project manager, architect and designer on Moody Nolan's largest and most complex projects. Mark's community recreation experience includes City of McKinney Apex Aquatics and Fitness Center, Dulles South Community, Aquatic and Senior Center, Worthington Community Center, and YMCA Prototypes in Gahanna, Grove City, and Hilliard.

JANET JORDAN

RECREATION PLANNER

Education: BS Education/Public Recreation, The Ohio State University

Janet, the team's recreation planner, has led the interactive programming component of the design process for the past 19 years. She believes that inclusive, yet managed stakeholder participation in this early phase of planning is vital for successful projects. Prior to joining Moody Nolan, Janet was a public administrator overseeing capital projects and their operations for municipal parks and recreation departments. She learned that the best planning solutions evolve by finding the intersection of varied and diverse ideas. She works with you to ensure your multiple constituents are engaged in a productive and enjoyable endeavor, always mindful of your budget and bottom line. Janet's community recreation experience includes Williams Farm Community Center, Kempsville Recreation Center, Dulles South Community, Aquatic and Senior Center, Worthington Community Center, and YMCA Prototypes in Gahanna, Grove City, and Hilliard.

JUDY SMITH, NCIDQ

SENIOR INTERIOR DESIGNER

Education: BFA Interior Design, The Ohio State University

With 30 years' experience, Judy has proven to play a vital role as Interior Design lead for many high profile projects in her 10 years at Moody Nolan. Her previous expertise as Design Manager and Designer in an international hospitality franchise equips her with a solid base to partner with the user groups and scope out practical and creative solutions for any given project. This experience positions her to effectively balance a varied workload, while maintaining a proven track record of providing design solutions to the client that are creative and practical. Judy's work illustrates that she has a passion for design and seeking the best possible solutions for the client. Judy possesses in-depth recreation center experience in the collegiate market having worked on Purdue University Recreational Sports Center Expansion and Renovation, Prairie View A&M University Student Recreation Center, Penn State University Intramural Recreation Building, and Penn State University Joe and Rosie Ruhl Student Community Center.

WOOJIN LIM, LEED AP

ARCHITECTURAL DESIGNER

Education: MS Architecture, The Ohio State University

Woojin serves as project designer/architectural assistant on a variety of projects. His involvement ranges from programming to design and construction documents to model-making. Woojin is proficient in all current software used in the creation of high quality documentation, using software programs including Microstation, AutoCAD and PhotoShop. Woojin has worked on the City of Columbus Driving Park Community Center and Pool Improvements, DC Department of General Services Edgewood Recreation Center, Worthington Community Center, and Eagan Community Center.

SCOTT HESTER, PE

LEAD AQUATIC DESIGNER

Education: BS Civil Engineering, Southern Illinois University

Scott is responsible for managing the daily operations of Counsilman-Hunsaker. Scott provides comprehensive industry experience in all aspects of Counsilman-Hunsaker, including business development, design and engineering, quality control, and facility operations. Scott has a reputation as a high-integrity, energetic leader having a diverse portfolio of experience in aquatic facilities spanning multiple market sectors. Scott is a recognized leader in the aquatic industry and has shared his knowledge by providing educational-based presentations throughout the country. A past recipient of the Aquatics International Power 25 award, Scott has published numerous articles ranging in topics from aquatic facility design to facility operations.

NICK BALSMAN, LEED AP BD+C

LEAD AQUATIC DESIGNER

Education: MS Architecture, University of Kansas

Nick possesses a wealth of experience in designing aquatic facilities to serve a variety of user groups, program requirements, and owner types. His background in architectural design, as well as his technical design skills, involves Nick in the entire design process. He is responsible for designing the pool mechanical systems, and provides project leadership throughout construction administration. As a LEED accredited professional, Nick utilizes current design trends that will reduce the facilities environmental impact, improve efficiencies and will lower the client's operating costs.

EDGE

BUZZ FORESI, LEED AP

LEAD LANDSCAPE ARCHITECT

Education: BS Landscape Architecture, The Ohio State University

Buzz's strength lies in site planning, design development, and construction documentation for higher education projects, K-12 school facilities, and senior housing projects. His detail oriented approach offers a practical, comprehensive solution without losing site of the big picture. Buzz's technical experience and knowledge of the most current software allows him to provide fast and accurate professional service.

EDGE

TEDD HARDESTY, ASLA, LEED AP

LANDSCAPE ARCHITECT

Education: BS Landscape Architecture, The Ohio State University

Tedd has been involved with the planning and design of a large number of residential communities, office and retail centers, educational facilities, and mixed-use developments. As a result of this diverse experience, he has developed a specialty of planning, visioning and design guidelines formulation for new growth areas, urban redevelopment zones, and campus environments. Tedd is also a LEED Accredited Professional who brings his knowledge of sustainable site technologies to all of his project work.

KORDA

STAN KMONK, PE, RCDD, LEED AP

LEAD ELECTRICAL ENGINEER

Education: BS Electrical Engineering, The Ohio State University

Stan is the Head of the Electrical Engineering Department at Korda. With 33 years of experience, his background includes complete electrical design for education, commercial, and institutional facilities as well as facility assessments and cost estimating. He has extensive experience in designing various electrical systems, sports lighting, sophisticated life/safety, data/communications, and security systems.

KORDA

JIM DEMSKY, PE, LEED AP, CXA

LEAD MECHANICAL ENGINEER

Education: BS Mechanical Engineering, The Ohio State University

Jim has 39 years of experience in mechanical engineering and is the Mechanical Engineering Department Head at Korda. Jim's responsibilities include building master planning, commissioning, feasibility studies, HVAC, process and control, and ventilation design, cost estimate preparation, specification writing, field review, and energy studies with heavy emphasis on instrumentation and control systems.

KORDA

JUSTIN SCHULTZ, PE, RCDD, LEED AP

LEAD TECHNOLOGY ENGINEER

Education: MBA, Ashland University; BS Electrical Engineering, Ohio Northern University

Justin brings 14 years in electrical engineering design. He has designed over a dozen LEED projects. Justin has served as the IES (Illuminating Engineering Society) Education Chairman and Board Member for the last several years.

Attachment: Proposal Part 1 (1795 : Community Center Update)

3

LIST OF PRIOR WORK COMPLETED BY STAFF

PRIOR WORK

WITH THE CITY OF REYNOLDSBURG

CT CONSULTANTS

CT Consultants has been your trusted advisor since 2009, when we first became one of two "City Engineers" for the City of Reynoldsburg. We have provided ongoing assistance through our biannual master agreement since our first assignment - the inspection of the Rosehill Road Reconstruction Project. The varied services include inspection, plans reviews, stream evaluations, cost estimates, park master plans, and engineering guidance. While primarily through the Service Director and/or Engineering Director, our services have also included assistance to the Parks and Recreation and Development Departments. We are also available through a separate agreement to provide specialized assistance to the Building Department.

The following is a partial listing of assistance we have provided in these capacities:

- Rosehill Road Inspections
- 2009 and 2010 Street Programs
- Taylor Road Floodplain Permit Review
- Civic Park Trail Inspections
- Police Station FEMA Elevation Certificate
- Library SFHAD Permit Review
- St. Pius X SFHAD Permit Review
- 7821 Taylor Road Stormwater Review
- Taylor Road Stage 1 Plans Review
- Brice Road Plan Review
- Dysart Ditch Stream Erosion Evaluation
- Pine Quarry Park Pedestrian Bridges Options
- Building Code Reviews
- Huber Waterline Inspections
- Huber Park Master Plan Updates

But our roots go much deeper. Our staff completed the Major Commercial Corridor Streetscape Project, guiding the City in the development of the standards and completing the design and construction administration for the first phases of the streetscape improvements along Main Street. Additionally, Dave Parkinson's experience in Reynoldsburg dates back to 1996 and includes almost 11 years as the "City Engineer." He has a

MAJOR COMMERCIAL CORRIDOR STREETSCAPE

long history with the City and staff (working with Mayor McCloud when the Mayor was President of Council), Dick Harris, both in his role as Councilman and, later, Auditor, and Mel Clemens, both in his role as Safety/Service Director and, later, Councilman). Dave's institutional knowledge can help inform the process and the decisions that will need to be made as the Reynoldsburg Community Center / YMCA comes to fruition.

The following is a partial listing of assistance CT staff has provided directly to the City of Reynoldsburg:

- Major Commercial Corridors Streetscape Project
- State of Ohio Trunk Sewer
- Brice Road Waterline Replacement Project
- Old Reynoldsburg Streetscape Project
- Sidewalk Assessment Project
- Development of the City's Stormwater Utility
- Sanitary Sewers for Cobblestone Run and Windsor Forest
- Taylor Square Reviews and Engineering Assistance
- Wesley Ridge Reviews and Engineering Assistance

> "The City...received letters and emails from our citizens...commending [CT] for their efforts and stating their professionalism and appreciation for a job well done."
>
> - James Miller, PE, Director of Engineering
> City of Reynoldsburg

> "The City of Reynoldsburg is very pleased with the outcome of the tasks we assigned to CT Consultants and I would recommend them for their professional services."
>
> - James Miller, PE, Director of Engineering,
> City of Reynoldsburg

MOODY NOLAN

The following is a select list of experience Moody Nolan has with the City of Reynoldsburg:

- Reynoldsburg City Schools Summit Road STEM High School. New 210,000 sf. STEM high school, which is the first of its kind in the State of Ohio. The new high school possesses several unique elements to promote STEM (Science, Technology, Engineering and Math) education, including outdoor classrooms, wetlands and prairie preserves, eco-labs, extended learning areas (ELAs), laboratories and park areas that even benefit the larger community. Each area of the school was designed for flexibility and to encourage students to think about real-world topics creatively and critically. This project was designed to attain LEED Silver in 2011.
- Reynoldsburg City Schools Summit STEM Elementary School. New 55,150 sf. STEM elementary school, which is part of the Reynoldsburg City Schools Summit Road STEM Campus. Every area of this school, from hallways to the exposed piping, has been designed to be a learning opportunity for students. This project was designed to attain LEED Gold in 2011.
- Reynoldsburg City Schools STEM Schools. Moody Nolan was hired for various projects totaling $120 million in the Reynoldsburg City School District. Included in the package is a new elementary and high school emphasizing the popular STEM (science, technology, engineering and math) program. Additionally, an existing elementary is being renovated to incorporate STEM into the building program.
- Reynoldsburg City Schools Livingston Avenue High School Football Stadium. Moody Nolan designed the second phase of a replacement track and field surrounding a new synthetic turf football field. The scope of services included the site layout and construction coordination of a new 1,800-seat stadium/press box, two new parking lots to support the stadium, improvement of the stadium and athletic support facilities.
- Ohio Department of Agriculture Administration Headquarters. Designed a $6.6 million, 65,000 sf. building which serves as the Ohio Department of Agriculture Administration Headquarters. A 3,500 sf. auditorium is connected to the main structure by a three-story atrium featuring a spiral stair enclosed in glass. The interesting brickwork received a Builders Exchange Craftsmanship award. Civil engineering services were also provided for parking facilities, entrance drive, water, storm and sanitary sewer lines and stormwater detention/drainage for the five-acre site.

DIRECT EXPERIENCE

WITH MUNICIPALITIES OF SIMILAR SIZE

CT's core business model is providing professional architectural, engineering, and planning services to public sector clients. We are rooted in service to the public sector; we understand the process and are adept at skillfully managing the challenges when developing projects within a municipality. Currently 80% of the firm's clients are in the government sector where we service hundreds of municipal governments – some on a retainer arrangement and others on an as-needed basis. For instance, we have retainer arrangements with more than 55 communities for professional engineering, architectural, and planning services. These services include the planning, design, and construction of projects ranging in size from $100,000 to $130 million. The quality of our service is measured by our tenure with these clients. We have provided service to 28 of the 55 retainer clients for more than 20 years; six clients for more than 40 years and one client for over 70 years. Throughout the changes that occur in administrations and city councils, we have been the constant service provider in these communities and we attribute that success to client satisfaction. We encourage you to contact our references to confirm this statement.

Below is a very brief summary of key experience with municipalities of similar size to the City of Reynoldsburg.

MUNICIPALITY	YEARS SERVED	POPULATION	SAMPLING OF RELEVANT SERVICES	SELECT PROJECTS
City of Willoughby, OH	71	22,458	Architectural, Site Design, Construction Engineering, Construction Inspection, Owners Representation, Utility Design, Roadway Design, Comprehensive Land Use Planning, Stormwater Management	Comprehensive Plan Update (2017) Downtown Plan (2008) Downtown Streetscape (2001) Kirtland Road Sewer Replacement (2012) New Courthouse (2006)
City of Independence, KY	11	26,110	Structural Reviews, Park Enhancements, Construction Observation, Site Design, Drainage and Roadway Design	Street Program (2014-2017) Holton Drive Reconstruction (2015) Memorial Park Basketball Court (2017) Pelly Road Bridge Deck (2016)
City of Mentor, OH	30	46,979	Architectural, Site Design, Construction Engineering, Construction Inspection, Stormwater Management, Storm Sewer Modeling,Traffic Signal Design	Civic Center Ampitheater Renovations (2017) Public Library Improvements (2014) City Council Chambers Renovations (2007) Newell Creek Trail System (2016 Municipal Court Renovations (2009)
City of Lakewood, OH	9	51,143	Architectural, Site Design, Construction Engineering, Construction Inspection, Utility Design, Stormwater Management, Sewer Modeling,Traffic Signal Design	Madison Avenue Water Main Replacement (2014) Parking Lot C Green Improvements (2014) Recycling Building Energy Improvements (2012) Madison Ave. Traffic Signals (2016) Kauffman Park Walking Path (2014)

DIRECT EXPERIENCE

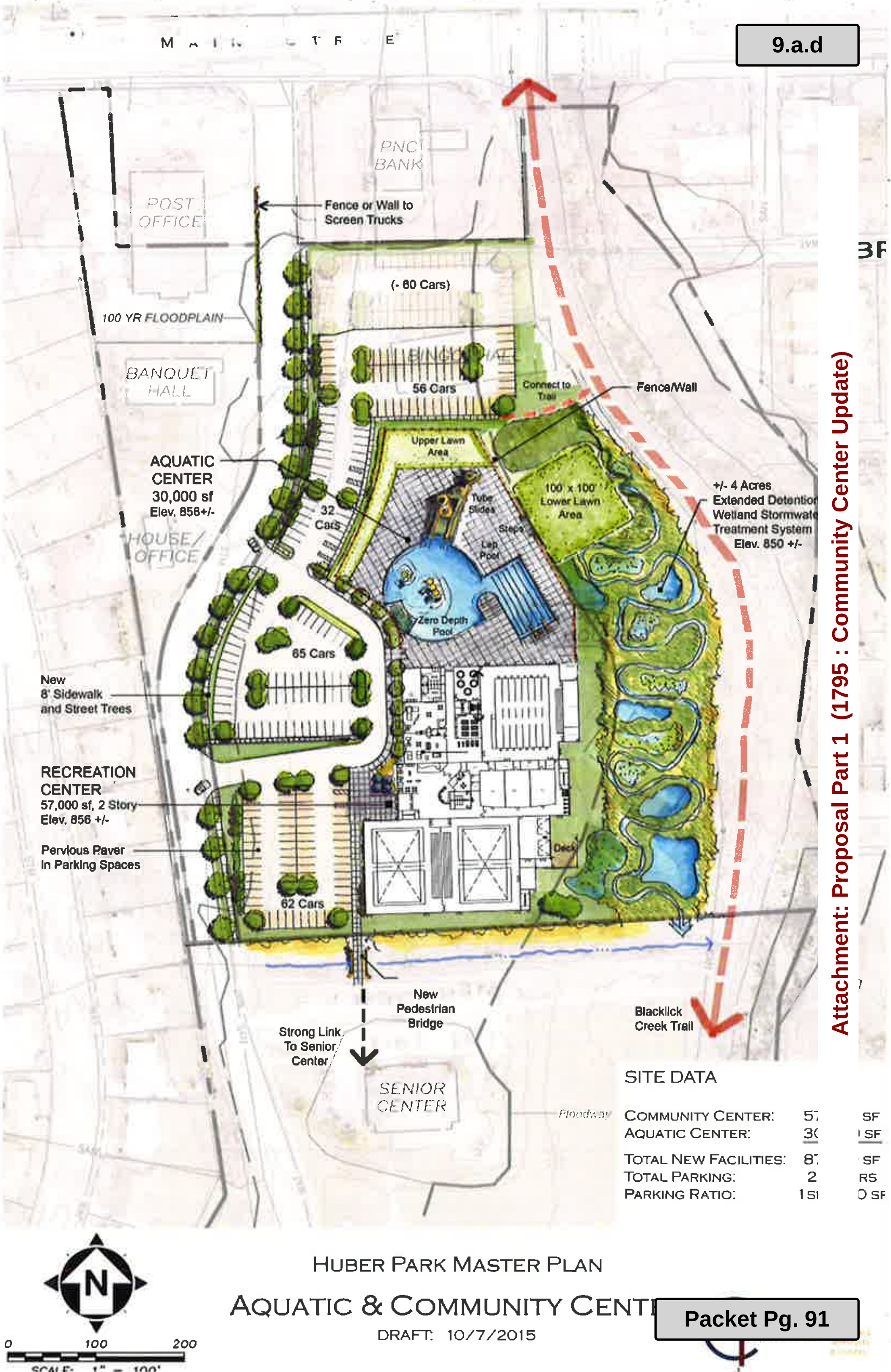
ON THIS PROJECT

CT's experience with the Reynoldsburg Community Center project began two years ago when we were retained to perform a feasibility study of the 10-acre parcel of land immediately adjacent to the existing 42-acre Huber Park in the heart of the City of Reynoldsburg, to determine if it was suitable for constructing the proposed Community Center. This parcel was previously home to the Reynoldsburg Swim Club, a privately- owned public pool facility that served the families of Reynoldsburg for over five decades, before closing its doors at the end of the 2014 season. While the site is strategically located between Huber Park and Main Street, it's viability was in question due to both its irregular shape, and the fact that much of it is located within the floodway of Blacklick Creek.

Through our expertise in civil engineering and land planning, and extensive knowledge of FEMA and Corps of Engineers regulations, we were able to provide a positive recommendation for the viability of the land to yield development in support of Huber Parks' recreational offerings. This new parcel, with its strategic location linking Huber Park north to the Main Street corridor and JFK park beyond, could also afford opportunities to reignite Huber Park as a crown jewel in the City's park system by supporting a new community center and public pool.

CT expanded this idea during the summer of 2015 when approached by the City of Reynoldsburg to complete a Master Plan study for the combined 52-acre Huber Park complex. Through our engagement with key stakeholders, we learned the importance of creating a park that will serve as the heart of the community and support currently under-served recreational offerings. CT determined the park could support several key features valued to be the most important to the community, including: creation of a new public pool facility; pedestrian connectivity between Livingston Avenue and JFK park; an enhanced venue to host outdoor community functions, such as the annual Tomato Festival; it's relationship to the Senior Center; and a safe, desirable destination for teens and families.

In late August 2015, CT continued working hand-in-hand with the City and its Advisory Committee to create a programming and planning study in support of these earlier findings. Through on-going meetings with the Parks & Recreation Department, City



Officials, local school representatives and residents, key building and site components were identified and goals for the project needs were further developed.

Through the collaborative efforts of our architects and engineers, along with the Advisory Committee and city officials, CT developed several conceptual plans in support of the City's core values and needs, ranging from a 40,000 sf to 68,000 sf of buildings containing basketball play courts, a fitness center, an indoor track, multi-purpose rooms, an indoor pool, and supporting site elements including an outdoor aquatic venue, and a wetlands stormwater treatment centers for Huber Park.

In tandem with CT's programming studies, the City approached the YMCA of Central Ohio as a potential partner for the proposed facility. The YMCA confirmed CT's recommendation for a market research survey to gage the level of resident support for a community center. PB&A Market Research Group was contracted by the City and the findings from their survey efforts were presented in late winter of 2016. The survey results identified resident-support for the City partnering with the YMCA for a new community center; as well as validating the key components most valued by residents which were identified in the CT programming study.

Subsequently, the YMCA, while working with their national planning consultant, GRO Development, continued to evaluate and refine the building and site programming elements in support of the YMCA's program offerings; several of which vary from those offered by the City's Parks & Recreation Department. CT continued as the City's advisor, ensuring that programming elements important to the City, including the outdoor aquatics, teen/youth center, indoor pool, and fitness track, were maintained in the revised planning documents.

The program and conceptual drawings were rolled out to the public at the 2016 Tomato Festival for review and generated both a positive response and valuable feedback for the project.

Since then, CT has continued in an advisory role to the City by attending key meetings, participating in Town Hall events, and engaging in on-line design reviews with the YMCA and GRO Development. Most recently, CT provided an educational, 'brown bag' presentation on alternative construction delivery methods to key City officials in consideration of moving the project forward.

We continue to be as dedicated and passionate today as we were when this project began, and are committed to serving as Reynoldsburg's trusted advisor to deliver a high-value and cost-effective solution, which will provide both a catalyst for economic development and re-establish the Heart of the Community for the City.

As you move ahead to select a team to design this project, we believe our extensive work to date, in combination with our understanding of the City and its resident's needs - and expectations of the YMCA and the City's core values as they relate to this project - will allow our team to successfully deliver the project for all to enjoy.

EXISTING CONDITIONS - SITE // CT CONSULTANTS

EXISTING CONDITIONS - STRUCTURES // CT CONSULTANTS

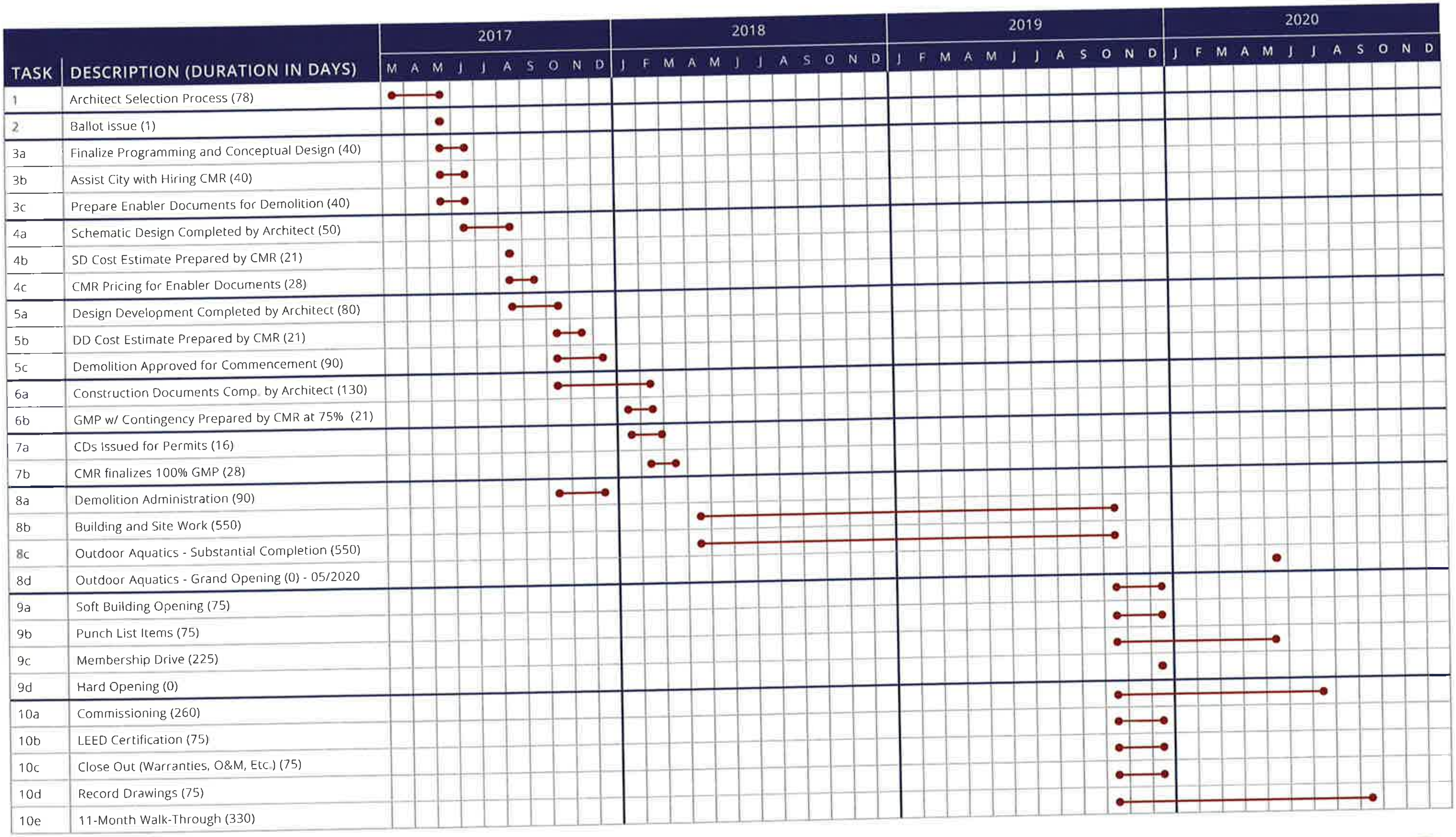
4

ABILITY OF THE FIRM TO PROVIDE SERVICES ON THE PROPOSED TIMELINE

PROPOSED TIMELINE

ABILITY TO PROVIDE SERVICES

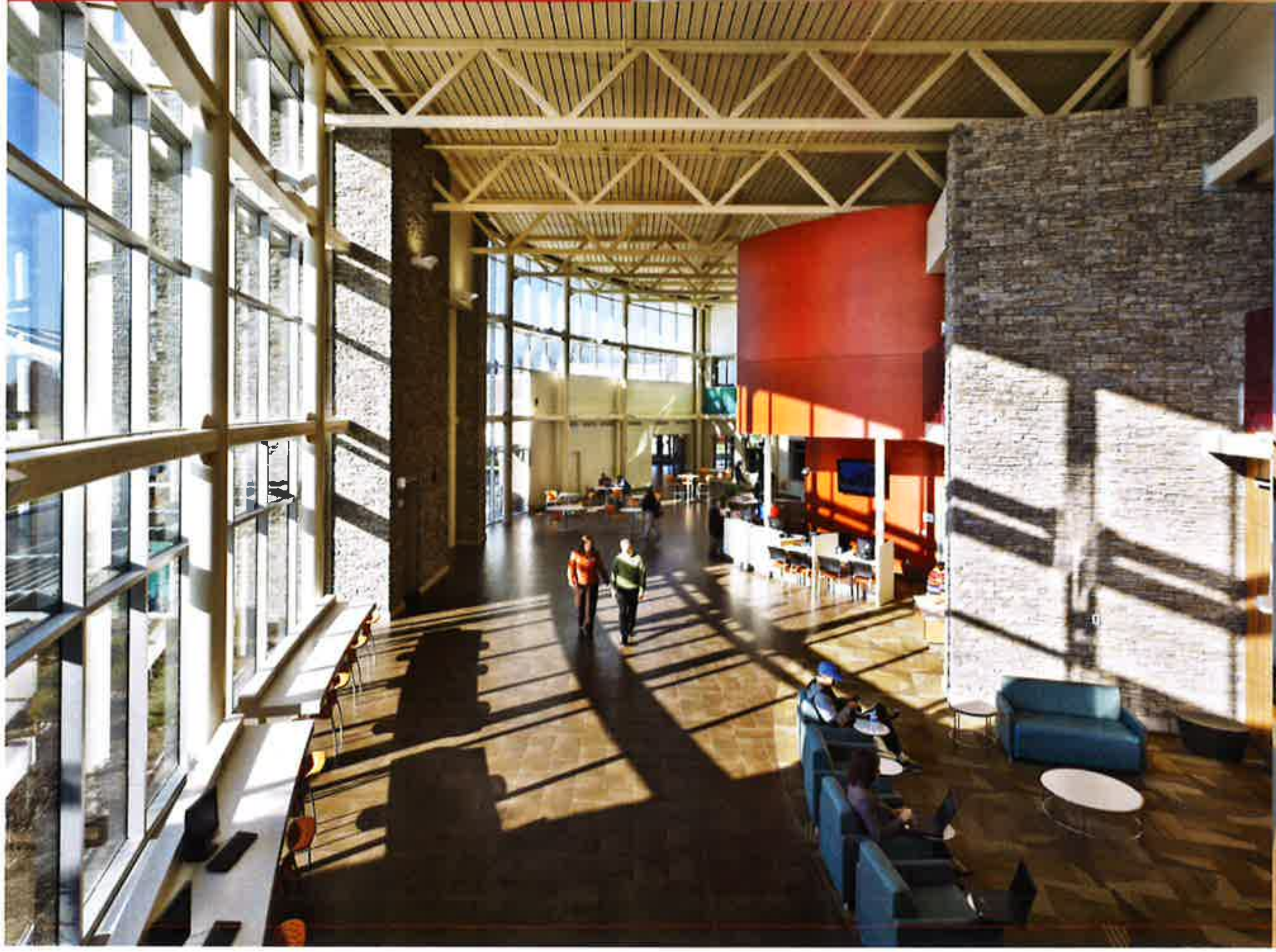
CT maintains a large permanent staff such that we can meet the schedules and the demands of our clients. When authorized to begin work on the Reynoldsburg Community Center, we will develop a work plan that defines the City's expectations and CT's course of action necessary to exceed those expectations. Key personnel schedules will be adjusted to meet project time limitations. By assigning experienced staff, the CT team will be able to provide the City of Reynoldsburg with the necessary expertise that has the ability to respond to changes in project priorities or proposed schedule requirements.



TASK	DESCRIPTION (DURATION IN DAYS)
1	Architect Selection Process (78)
2	Ballot issue (1)
3a	Finalize Programming and Conceptual Design (40)
3b	Assist City with Hiring CMR (40)
3c	Prepare Enabler Documents for Demolition (40)
4a	Schematic Design Completed by Architect (50)
4b	SD Cost Estimate Prepared by CMR (21)
4c	CMR Pricing for Enabler Documents (28)
5a	Design Development Completed by Architect (80)
5b	DD Cost Estimate Prepared by CMR (21)
5c	Demolition Approved for Commencement (90)
6a	Construction Documents Comp. by Architect (130)
6b	GMP w/ Contingency Prepared by CMR at 75% (21)
7a	CDs Issued for Permits (16)
7b	CMR finalizes 100% GMP (28)
8a	Demolition Administration (90)
8b	Building and Site Work (550)
8c	Outdoor Aquatics - Substantial Completion (550)
8d	Outdoor Aquatics - Grand Opening (0) - 05/2020
9a	Soft Building Opening (75)
9b	Punch List Items (75)
9c	Membership Drive (225)
9d	Hard Opening (0)
10a	Commissioning (260)
10b	LEED Certification (75)
10c	Close Out (Warranties, O&M, Etc.) (75)
10d	Record Drawings (75)
10e	11-Month Walk-Through (330)

5

SUBCONSULTANTS



SUBCONSULTANTS

KORDA

Founded in 1964, Korda is a multidisciplinary engineering firm headquartered in Columbus, OH, providing full consulting engineering services. They have completed significant projects with nationally and internationally acclaimed architects for a range of institutions, corporations and developers. They are known for their wealth of experience, high- quality service, innovative thinking, sustainable approach, and knowledge of current technologies.

Services to provide:

- Mechanical
- Electrical
- Plumbing
- Technology
- Security

COUNSILMAN-HUNSAKER

Counsilman-Hunsaker was founded in 1970 as a collaboration between a world-famous swimming coach and one of his former athletes. In his extensive coaching career and subsequent writings, James E. "Doc" Counsilman, Ph.D., revolutionized competitive swimming through research and innovation, along the way training numerous Olympic and National champions. One was Joe Hunsaker, a former three-time National Champion and World Record holder. With Doc Counsilman serving primarily in a consulting role, Joe Hunsaker developed the firm into one of today's foremost authorities on design, construction, operation and management of aquatic facilities.

Services to provide:

- Aquatics Consulting

EDGE

EDGE is an integrated team of planners, landscape architects and development consultants. They are project leaders and collaborative partners that balance creativity and functionality to create transformative environments. At EDGE, they look for every opportunity to create economically, socially and environmentally impactful solutions while implementing thoughtful planning and purposeful design.

Services to provide:

- Landscape Architecture

TERRACON

Terracon is a 100 percent employee-owned consulting engineering firm providing quality services to clients. Since 1965, Terracon has evolved into a successful multi-discipline firm specializing in environmental, geotechnical, and materials testing and inspection services.

Services to provide:

- Geotechnical
- Environmental

J&J SURVEYING

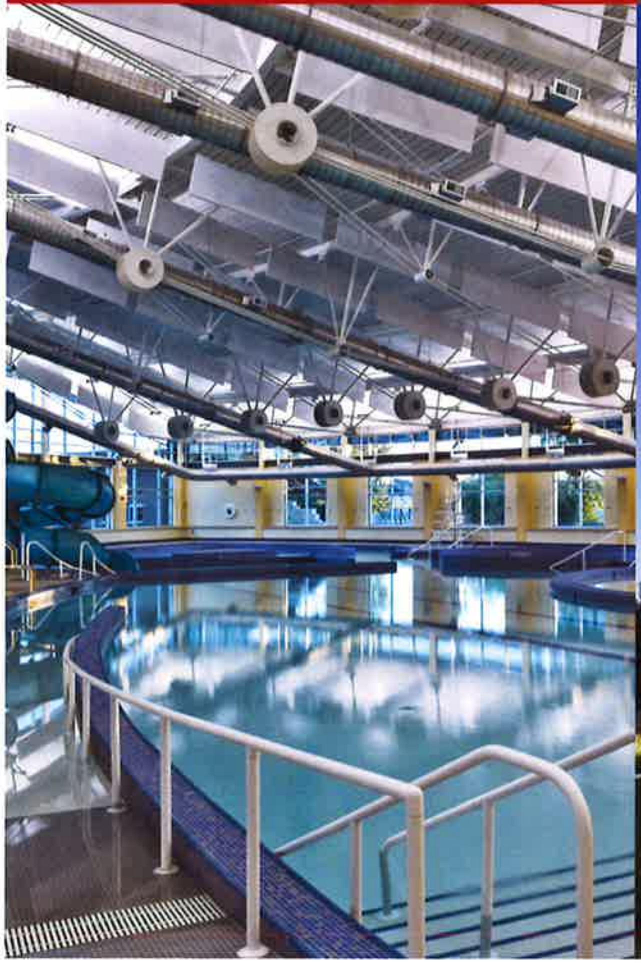
J&J Surveying was started in 1976 as Paul K. Moore and Associates by Mr. Moore, and upon his retirement in 1997, John Wetherill and Joe Wood, bought him out and incorporated the company as J&J Surveying Services, Inc.

Services to provide:

- Surveying

6

RELEVANT PROJECTS



SHARONVILLE CONVENTION CENTER

CITY OF SHARONVILLE

To accommodate larger events, an additional 20,330 sf of exhibit space, 13,100 sf of new meeting room space, and a 14,000 sf Grand Ballroom were added to the existing Convention Center providing approximately 23,800 sf of combined meeting space.

The facility is now a total of approximately 133,000 sf. A new main entrance and entry lobby is designed to facilitate circulation and provide break-out event space. A 4,500 sf reception gallery serves as a pre-function space. There is a 4,500 sf outdoor veranda for added event space. The selected materials of the expansion complement the existing building's architectural features, refine and simplify the construction, and control costs.

The main entry is a glass rotunda, which relates back to the original entry. With interior lighting design and featured lighting, this new rotunda serves as a beacon for the distant observer and highway traveler, and a 'destination' for the guests arriving for their events. The project has received LEED® Silver Certification from the USGBC and is a 2014 Cincinnati Business Courier Green Business Award Honoree. The convention center expansion and renovation is the cornerstone of the City of Sharonville's efforts to revitalize the Chester Road corridor business and hospitality district.

"The project was smoothly run and came in on time and within budget, and our expectations for the final product were exceeded! I heartily endorse [CT] for any of your architectural and engineering planning and design services."

Ted Mack, Safety/Service Director
City of Sharonville

LOCATION
Sharonville, OH

CONTACT
James F. Likas
Deputy Safety Service Director
513.563.1144
tmack@cityofsharonville.com

SIZE
42,000 sf

COST
$26M

YEAR COMPLETE
2012

ENGINEERING & OPERATIONS FACILITY

SOUTHERN MARYLAND ELECTRIC COOPERATIVE INC.

SMECO (Southern Maryland Electric Cooperative, Inc.) is a member-owned, member-controlled non-profit electric distribution utility located in Southern Maryland. It serves over 150,000 residential and business accounts in four counties making it one of the ten largest electric cooperatives in the country.

SMECO is committed to excellent customer service and providing reliable electric service, but their multiple older facilities had fragmented their staff and departments. They implemented a reorganization of staff, but the facilities didn't reflect the reorganization. Providing uninterrupted electrical service can be a life-and-death issue, as Hurricane Katrina illustrated, and facilities can play a key role.

CT Consultants was retained to analyze and master plan SMECO's facilities and the resulting facility assessment study revealed significant facility condition issues, code problems, and a shortage of appropriate space and site area. There was a need to move and consolidate departments in some of the existing buildings, expand and renovate, and construct some new facilities.

The new facility has received LEED-Gold certification from the USGBC.

"CT personnel were extremely helpful throughout the construction process...as well as being on site at critical times to ensure construction was proceeding as designed."

- Kenneth Capps, Senior Vice President and COO
Southern Maryland Electric Cooperative

LOCATION
Hughesville, MD

CONTACT
Austin J. Slater
President/CEO
301.274.4373

SIZE
165,000 sf

COST
$35M

YEAR COMPLETE
2011-2013

APEX AQUATICS AND FITNESS CENTER

CITY OF MCKINNEY

Working in association with local architect Brinkley Sargent Architects, Moody Nolan is the Design Architect for a new 80,000 sf. aquatic space and fitness areas along with an outdoor leisure pool with approximately 10,000 sf. of water surface area. The project is located within the Gabe Nesbitt Park with access from two entry points. In addition to aquatic spaces, the facility also includes administrative offices, gymnasium and court areas with elevated track, childcare, classrooms, locker rooms, and support areas.

The indoor and outdoor competitive natatorium includes a 25 meter by 25 yard pool with springboard diving, three leisure lanes, play features, and pavilion with shade structures. The recreation and fitness area is comprised of cardio, free weights, exercise rooms, and multipurpose courts.

LOCATION

McKinney, TX

CONTACT

Patricia Jackson
Facilities Construction Manager
972.547.7439
pjackson@mckinney-texas.org

SIZE

80,000 sf

COST

$30M

YEAR COMPLETE

2/2017

CONSULTANTS

Counsilman-Hunsaker

WARRENSVILLE HEIGHTS YMCA

CITY OF WARRENSVILLE HEIGHTS

The Warrensville Heights YMCA project consists of a two-story 40,000 sf. city-owned family recreation center including an indoor natatorium, full basketball court gymnasium, exercise and fitness facilities with supporting locker rooms and a senior workout room. The facility is operated by the YMCA of Greater Cleveland.

The new YMCA facility is also set with a conference room, teen center designated to provide area youth with a safe space with table games, televisions, video games and an outside patio, and a child watch center, and outdoor playground.

The new YMCA is located on a 16-acre master planned 'City Center' site that will also include a new public library, park facilities, and other future municipal or private commercial development projects.

LOCATION
Warrensville Heights, OH

CONTACT
Honorable Bradley D. Sellers
Mayor
216.587.1144
bsellers@cityofwarrensville.com

SIZE
40,000 sf

COST
$10.7M

YEAR COMPLETE
5/2012

CONSULTANTS
Counsilman-Hunsaker

WILLIAMS FARM COMMUNITY RECREATION CENTER

CITY OF VIRGINIA BEACH DEPARTMENT OF PARKS & RECREATION

Working with the Virginia Parks & Recreation staff, Moody Nolan developed a questionnaire to help prioritize the recreation programs and related spaces for the facility. Multiple stakeholder meetings further refined the vision for the Williams Farm Community Recreation Center.

The new community recreation center, located in Williams Farm Park is adjacent to three elementary schools and a middle school, offers recreation activities from pre-school childcare and youth camps to teen sports and senior adult programs. The center includes a double basketball court-sized gym with retractable bleacher seating for 200, a multipurpose recreation pool with zero beach entry and three 25 yard lap lanes, a group exercise studio, and a large elevated fitness area and walking/ jogging track with views into the pool, gym, lobby, and park.

A large multipurpose room is dividable and adjacent to a catering kitchen and the Lighthouse Lounge where senior adult programs originate. Three classrooms serve licensed childcare as well as general class instructional needs. Moody Nolan served as the planner and design architect for this community center with HBA as the architect of record and Counsilman-Hunsaker & Associates serving as the aquatics consultant.

LOCATION
Virginia Beach, VA

CONTACT
Kevin Jensen
Project Manager
757.385.4131
kjensen@vbgov.com

SIZE
71,000 sf

COST
$25M

YEAR COMPLETE
2/2017

CONSULTANTS
Counsilman-Hunsaker

7

TEAM'S LOCATION

TEAM'S LOCATION

PROXIMITY TO PROJECT SITE

CT CONSULTANTS

7965 N. High Street, Suite 340
Columbus, Ohio 43235
21 miles to site

MOODY NOLAN

300 Spruce Street, Suite 300
Columbus, Ohio 43215
13 miles to site

KORDA

1650 Watermark Drive
Columbus, Ohio 43215
16 miles to site

COUNSILMAN-HUNSAKER

10733 Sunset Office Drive, Suite 400
St. Louis, Missouri 63127
442 miles to site

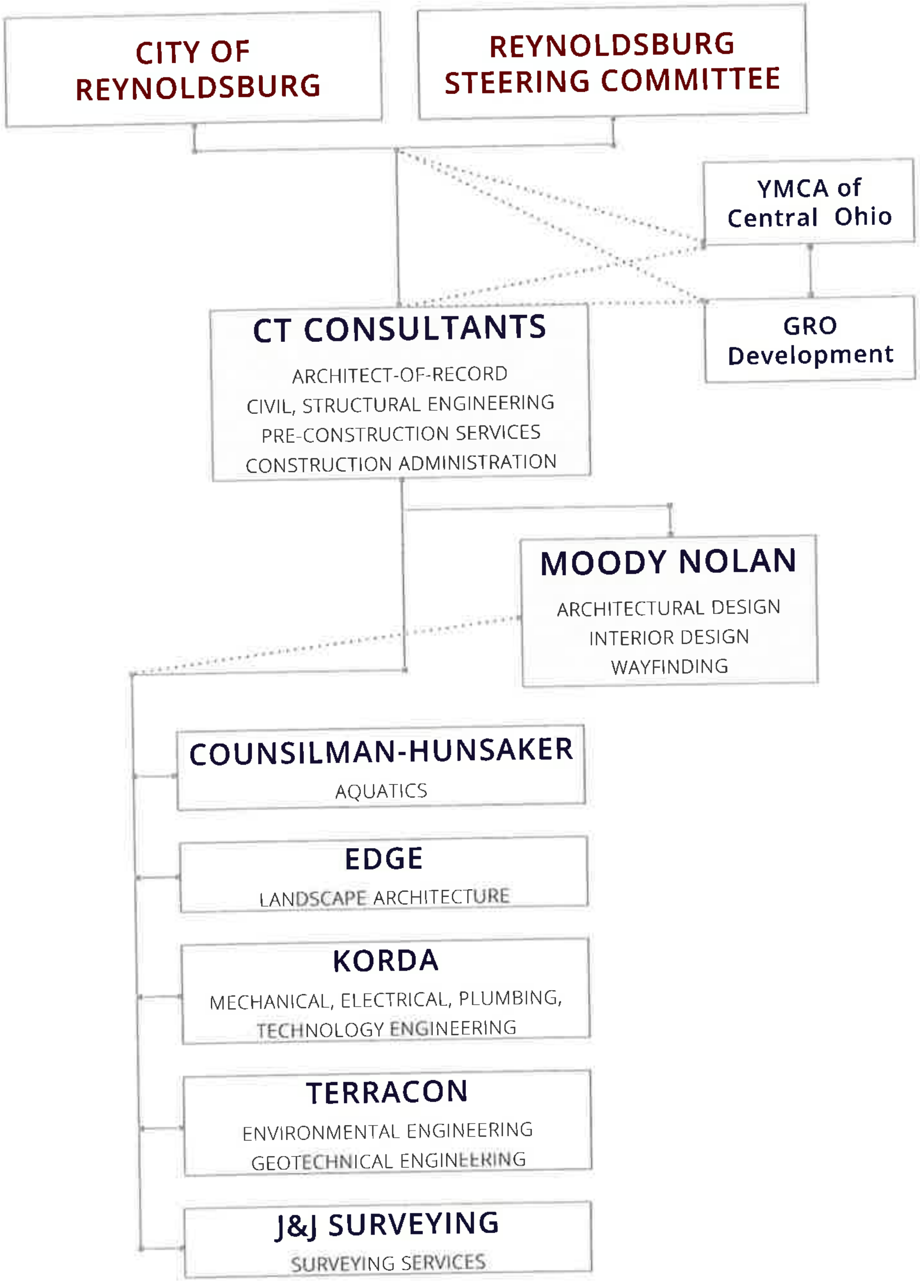
EDGE

330 West Spring Street, Suite 350
Columbus, Ohio 43215
14 miles to site

TERRACON

800 Morrison Road
Gahanna, Ohio 43230
8 miles to site

TEAM ORGANIZATION



CITY OF REYNOLDSBURG

REYNOLDSBURG STEERING COMMITTEE

YMCA of Central Ohio

GRO Development

CT CONSULTANTS
ARCHITECT-OF-RECORD
CIVIL, STRUCTURAL ENGINEERING
PRE-CONSTRUCTION SERVICES
CONSTRUCTION ADMINISTRATION

MOODY NOLAN
ARCHITECTURAL DESIGN
INTERIOR DESIGN
WAYFINDING

COUNSILMAN-HUNSAKER
AQUATICS

EDGE
LANDSCAPE ARCHITECTURE

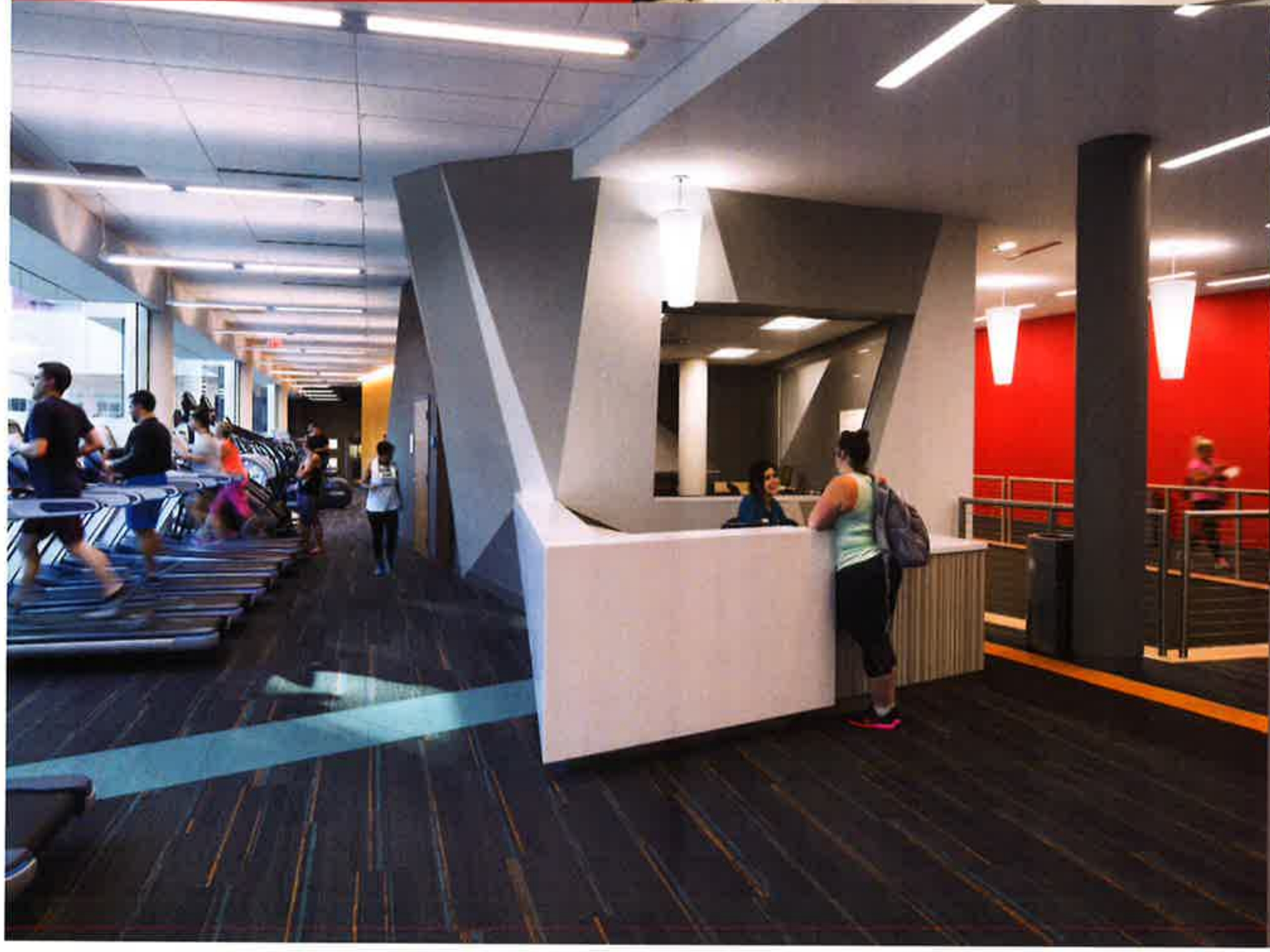
KORDA
MECHANICAL, ELECTRICAL, PLUMBING, TECHNOLOGY ENGINEERING

TERRACON
ENVIRONMENTAL ENGINEERING
GEOTECHNICAL ENGINEERING

J&J SURVEYING
SURVEYING SERVICES

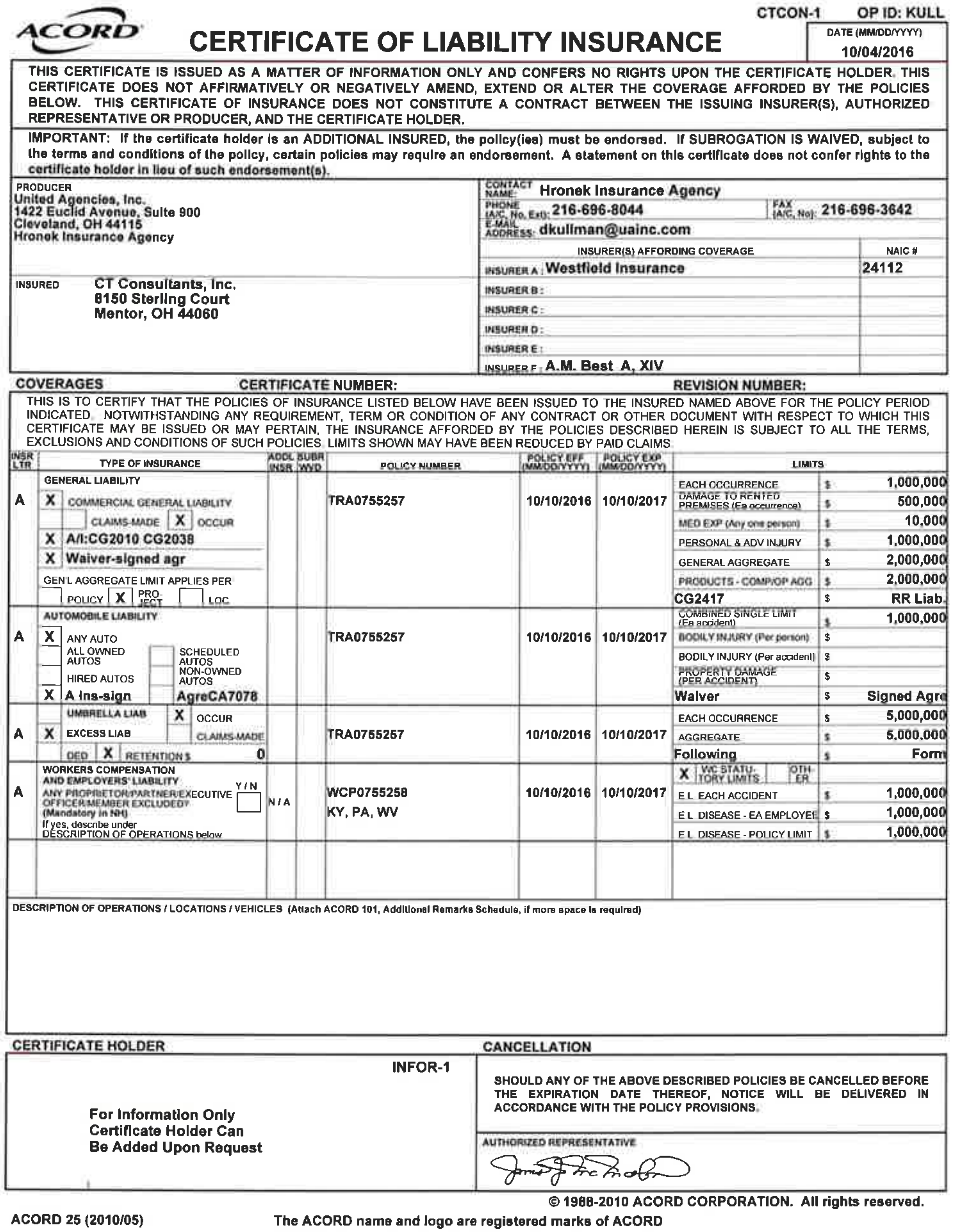
8

FIRM'S INSURANCE COVERAGE



INSURANCE COVERAGE

COMMERCIAL GENERAL LIABILITY



CTCON-1 OP ID: KULL

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 10/04/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
United Agencies, Inc.
1422 Euclid Avenue, Suite 900
Cleveland, OH 44115
Hronek Insurance Agency

CONTACT NAME: Hronek Insurance Agency
PHONE (A/C, No, Ext): 216-696-8044
FAX (A/C, No): 216-696-3642
E-MAIL ADDRESS: dkullman@uainc.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Westfield Insurance	24112
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F : A.M. Best A, XIV	

INSURED
CT Consultants, Inc.
8150 Sterling Court
Mentor, OH 44060

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ A/I:CG2010 CG2038 ☒ Waiver-signed agr GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC			TRA0755257	10/10/2016	10/10/2017	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG CG2417	$ 1,000,000 $ 500,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $ RR Liab.
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS ☒ A Ins-sign AgreCA7078			TRA0755257	10/10/2016	10/10/2017	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (PER ACCIDENT) Waiver	$ 1,000,000 $ $ $ $ Signed Agre
A	☐ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION $ 0			TRA0755257	10/10/2016	10/10/2017	EACH OCCURRENCE AGGREGATE Following	$ 5,000,000 $ 5,000,000 $ Form
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			WCP0755258 KY, PA, WV	10/10/2016	10/10/2017	☒ WC STATU-TORY LIMITS ☐ OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

INFOR-1

For Information Only
Certificate Holder Can
Be Added Upon Request

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2010/05)

PROFESSIONAL LIABILITY

CTCON-1 OP ID: KULL

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 11/01/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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CONTACT NAME: Hronek Insurance Agency
PHONE (A/C, No, Ext): 216-696-8044
FAX (A/C, No): 216-696-3642
E-MAIL ADDRESS: dkullman@uainc.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Continental Casualty Company	
INSURER B : NAIC 20443	
INSURER C : Best A, XV	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
CT Consultants, Inc.
et al
8150 Sterling Court
Mentor, OH 44060

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	GENERAL LIABILITY ☐ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR ☐ ☐ GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG 	$ $ $ $ $ $ $
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS ☐						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (PER ACCIDENT) 	$ $ $ $ $
	☐ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION $						EACH OCCURRENCE AGGREGATE 	$ $ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						☐ WC STATU-TORY LIMITS ☐ OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ $ $
A	Engineers Prof. Pollution included			AEH288363236	11/10/2016	11/10/2017	Per Claim Aggregate	5,000,000 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

INFOR-1

For Information Only
Certificate Holder Can
Be Added Upon Request

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2010/05)

9

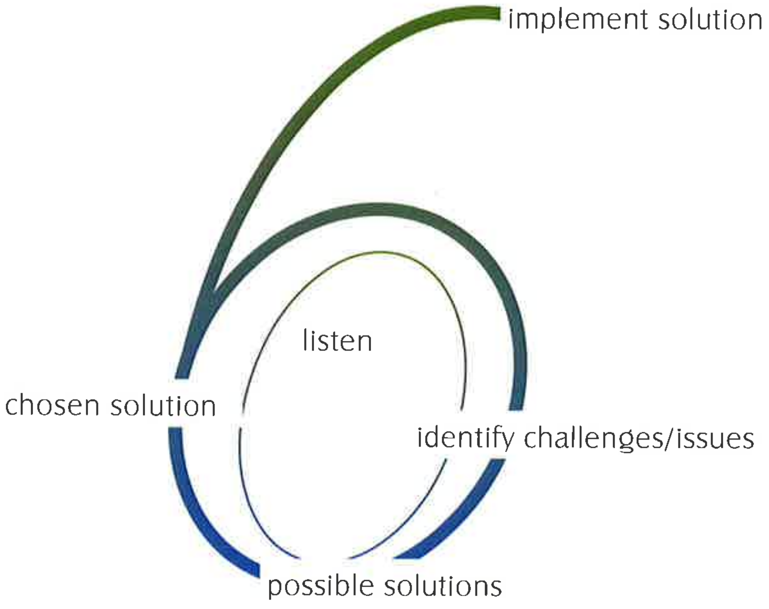
PROJECT APPROACH

PROJECT APPROACH

PROJECT EXECUTION

After developing strong project teams, identifying experienced and effective project leadership, determining lines of communication, and defining project schedules and budgets; the next step in the design process is identifying major work tasks and sub-tasks. Major work tasks include verifying the current Facility Program and Conceptual Design, Schematic Design, Design Development, Construction Documents, Bidding, Construction and Final Closeout.

The CT Team approach to executing the work tasks is straight-forward. First, it is collaborative and inclusive, in that the City will have the opportunity to be heard in a team-based environment. It is rooted in meeting the goals and objectives of the City, not the Design Team. Second, our approach is systematic, and follows an iterative design process and schedule to meet your goals.



TEAM'S ITERATIVE DESIGN PROCESS

As indicated, our first task is to verify the City's current facility program and conceptual design. CT had significant involvement with the development of these items as they exist to date; however, it would be presumptuous to assume that there would be no changes as the project moves forward. Items such as FEMA and USACE requirements for potential impacts to the floodway, soil investigation, and hazardous materials, as examples, need to be reviewed.

For program verification of the facility concepts and previous project related designs developed by CT in conjunction with the City, we recommend the following steps:

- Members of our Team will conduct a kick-off meeting with the City's Steering Committee, the YMCA and its subconsultants to review the project goals, and discuss the process for developing both the project and expectations.
- During the meeting, working with City leadership, we will discuss their philosophy of operation and strategic approach.
- We will review the proposed site plan, facility program and conceptual building design for conformance with the City's and YMCA's project requirements and goals.
- Partnering opportunities for the facility will also be discussed.
- Space allocation and facility requirements will be documented and issued with the meeting minutes to advance the project forward. Upon approval, the project will move into the Schematic Design Phase.

Should the City, through the initial review process, decide to make changes, and/or garner community input in the form of public meetings; CT would host public workshops as directed by the City designed to gather community input. Such workshops could be organized around 1) the building floor plans, aquatics areas and the site design, and 2) a second workshop for aesthetic approaches for the elevations. The objective of the workshops would be to develop a consensus direction that is most responsive to the goals of the City and YMCA.

DESIGN APPROACH

CONCEPTUAL DESIGN

Upon approval of the Facility Program and Conceptual Design discussed above, our Team will develop the design and prepare construction documents that are used for obtaining building permits, contractor's bids and constructing the building.

We understand the City is considering the Construction Manager (at Risk) method to deliver the project. Our Team has completed hundreds of projects utilizing this method. The CT Team will assist the City in the solicitation and hiring of a Construction Manager, based on public selection protocols. Once onboard, we will work side by side with the Construction Manager to develop a facility design, incorporating all of the technical details required to deliver the project according to the overall project budget and schedule.

To facilitate the production of the construction documents, the CT Team has developed a unique approach to the design process. The design approach is called "Responsive Architecture." Our approach is iterative, meaning, it is a process by which option after option is explored and vetted until a single design solution is advanced forward. We do this to ensure the City and YMCA will have the best design option available. It is our focus to make sure we deliver the facility that the City envisions for its community and the YMCA.

With the project located at the civic core of Reynoldsburg, our Team embraces the responsibility of integrating the Community Center into the natural setting along Blacklick Creek, while celebrating it as a centerpiece of Huber Park and the larger neighborhood.

The best solution will be achieved by prioritizing, Access and Connectivity, Visibility and Identity, and Sustainable Site Development.

> **Access and Connectivity.** The central location within the City provides a great opportunity for safe and convenient access to the facility for pedestrians, bicycles, and automobiles. The Community Center will be an ideal complement to the civic hub created by the Municipal Center along Main Street. In addition, community events such as the Tomato Festival will be considered in the layout and circulation of all outdoor spaces.

Careful consideration will be given to adjacent residential properties. Properly engaging those residents to provide the best balance of connectivity and visual separation will result in solutions that work for all stakeholders. All open spaces and connections will consider design concepts based in part on Crime Prevention Through Environmental Design (CPTED) design principles.

> **Visibility and Identity.** Wayfinding and landscape treatments will be used to integrate the facility into the civic core of Reynoldsburg. The Davidson Drive right-of-way, the Main Street frontage, and the Blacklick Trail intersection at Main Street provide opportunities to visually draw the public into the Community Center site.

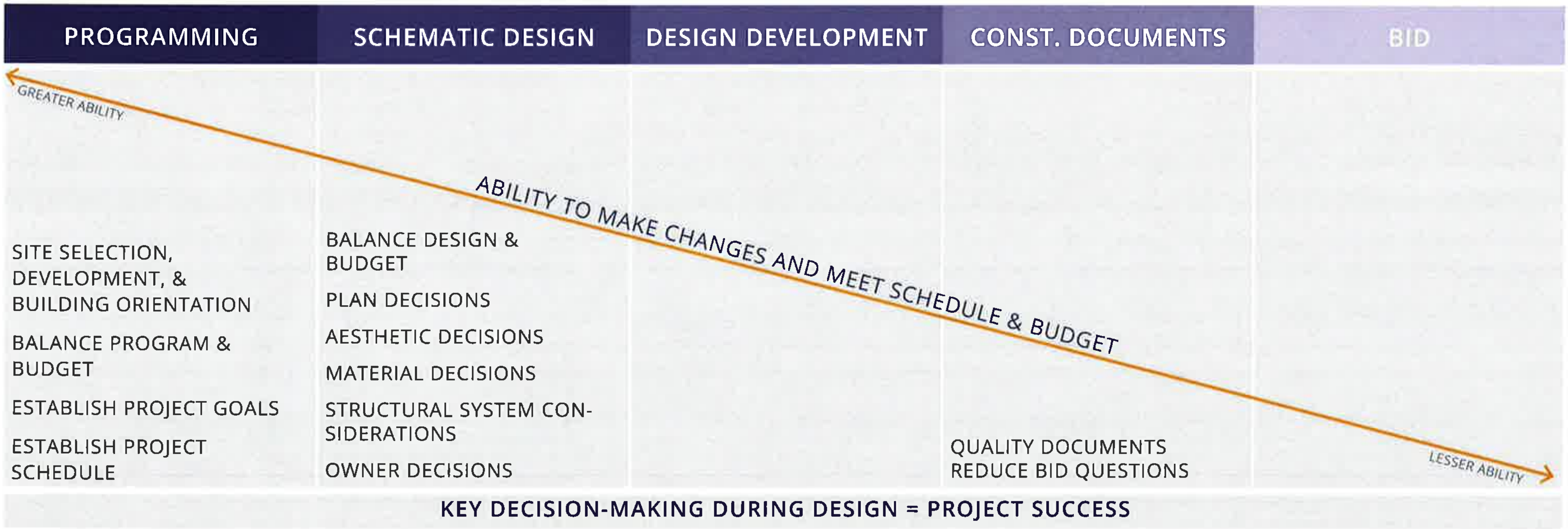


FIGURE 1.

Paving materials, site walls, lighting, furniture, signage, and landscape materials will help create visual consistency and reinforce the City's brand.

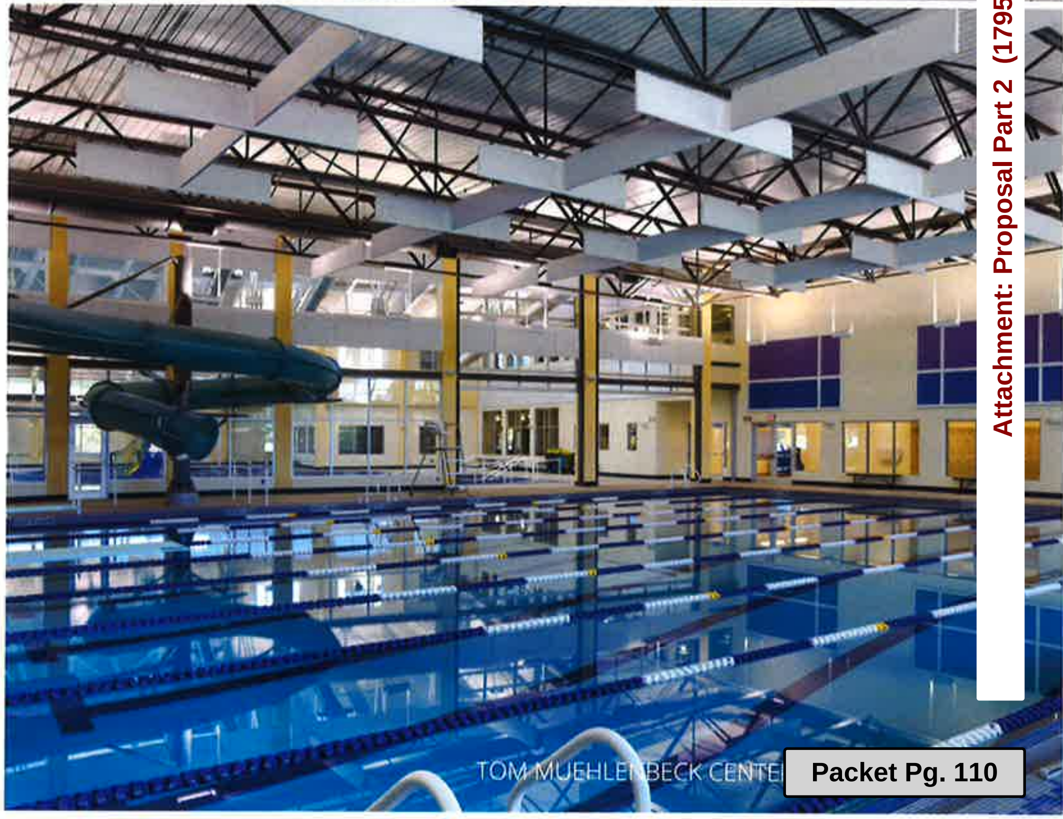
- Sustainable Site Development. Our Team will look for opportunities to reduce initial site development costs, while integrating sustainable site technologies. For example, rain gardens used to manage storm water. These features would not only provide aesthetic enhancements to the site, but could also provide community educational opportunities.

Other important factors in our design approach are:

- Aquatics. CT has learned through its extensive experience with the program development that while connecting with Huber Park is a high priority, the development of the outdoor aquatic center is just as critical. An outdoor aquatic center has been a focal point of Reynoldsburg for over a half century. Of equal importance is the indoor aquatic center, which will also be a focal point of the facility and a critical design element.

To assist with the definition of success for this key aspect of the project, our design team will meet with the City's Steering Committee and YMCA to discuss the Aquatics Center. Our meeting will include a video presentation and expert commentary on features of other aquatic centers like the one under consideration for this project.

One of the most critical aspects of this facility will be the indoor aquatics area, the natatorium. This area will be featured prominently in the building, and also represent one of the largest energy users for the facility. The CT Team's goal will be to minimize the amount of energy this portion of the facility uses, helping to lower operating costs. This could be achieved by a number of design solutions. As examples, we will ensure that we design a high-performing thermal envelope



for the building to minimize energy loss thus reducing the amount of energy used and investing heat recovery devices as part of the HVAC system to control odors and reduce costs.

- **Civil/Site.** As noted previously, this project impacts the civic core of Reynoldsburg and it is essential that it be integrated into the natural setting area. The most prominent feature encumbering the usage of the 10-acre site is the Blacklick Creek and it's attending Floodway. This floodway extends well into the property from Blacklick Creek, encumbering the entire eastern "half" of the parcel. Under FEMA regulations this is a protected area, and any activities within this floodway must not raise the base flood elevation (BFE) any measurable amount. For this reason, any improvements will be restricted to those that can be installed at existing grade or lower (so as not to alter the grade elevation within the floodway). The majority of the parcel outside of the floodway is floodway fringe (aka floodplain). Any structure constructed within the floodplain must be protected from flooding and must have the lowest floor at an elevation greater than the BFE. Although fill can be placed in this area, engineering studies must be undertaken to demonstrate that the BFE will not be increased more than a foot within the community. Approvals through FEMA are required for filling within the floodway fringe, and these approvals, in and of themselves, are time consuming (six to nine months). The studies to support the application to FEMA are also time-consuming. Knowing this is a critical element of the overall design, we will begin this effort as soon as possible after the program verification, so that the FEMA process does not delay the design and construction of the facility.
- **Mechanical, Electrical, Plumbing and Technology.** The CT Team has also learned through its extensive experience with the project, that while the facility and its interior spaces including the gym, exercise area, locker rooms and other program areas are critical for the community, the maintenance and operations of these areas is vital to the YMCA. Our Team understands the importance of having a high-performing and highly durable building with low operation and maintenance costs. Korda will perform Mechanical, Electrical, Plumbing and Technology engineering services in one office. This is beneficial for the City, as having these services completed by one firm ensures a more complete and coordinated design, thereby lowering overall project costs.
  - **Mechanical.** Exclusive of the natatorium areas, we will employ other techniques to reduce energy usage for the facility. One of the simpler methods will be to condition building areas with similar uses with common air-handling

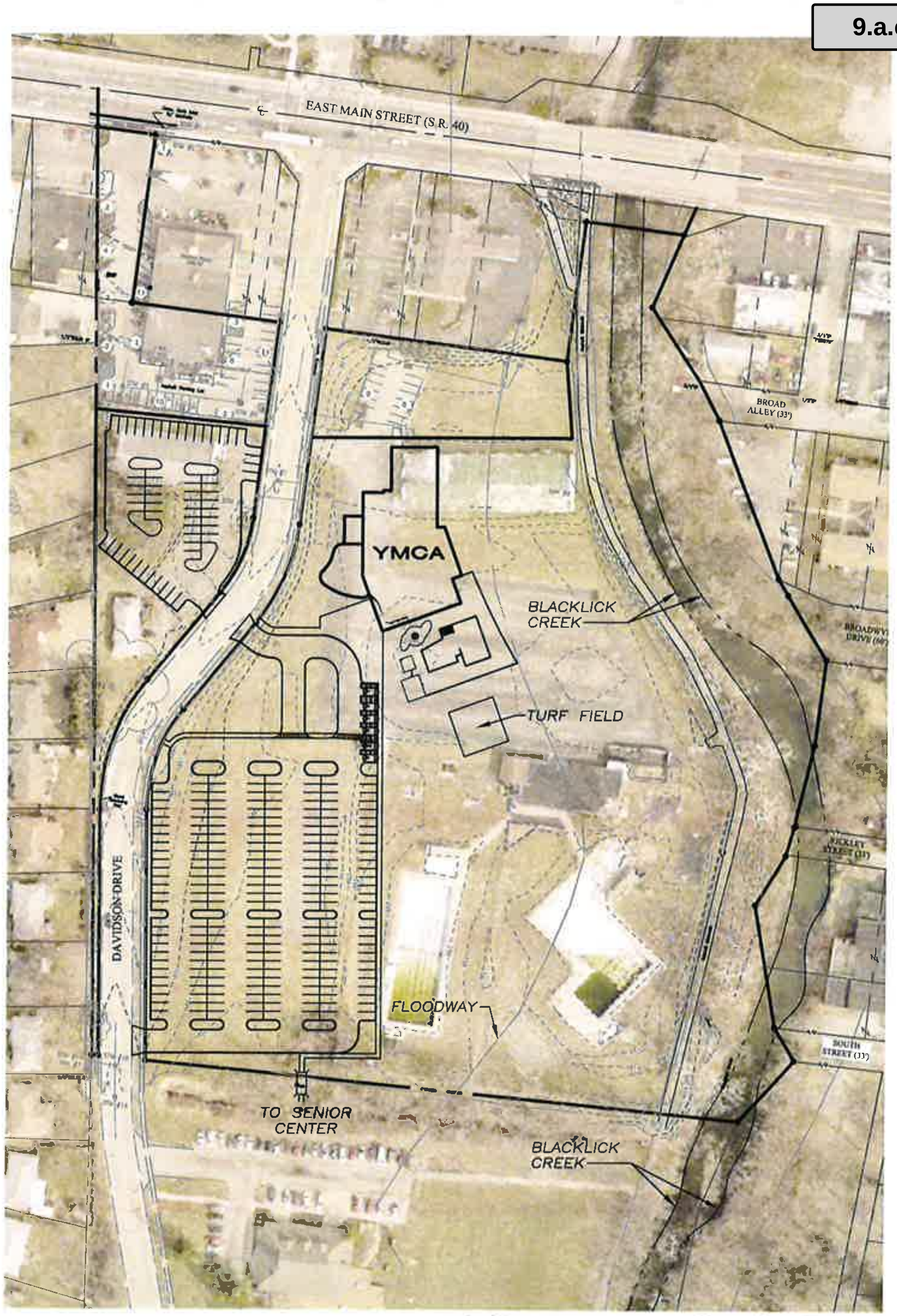


FIGURE 2. SITE PLAN // CT CONSULTANTS

units. For instance, the café area will have a dedicated air-handling unit, the gymnasium will be served by its own unit, and the youth area will be supplied by a dedicated unit as well. This will ensure that the air-handling units can be sized with appropriate amounts of outside air for common uses. Mechanical equipment maintenance costs, over time, are significant, and our design will help reduce these costs through the use of central mechanical rooms and easy access and circulation to the equipment inside.

- **Electrical.** The CT Team members have worked together individually and collectively on a vast number of projects, and as a result, will effectively coordinate one of the most visible engineering components of the project, lighting. Lighting in the pool area is completely different than the lighting used to illuminate a gymnasium. Our team understands these differences and will ensure that each area is designed to uniquely address its character and functional needs.

  Sensitivity to the neighborhood is paramount when considering exterior illumination for parking lots, walking paths, or security lighting. Through our experience with community recreation centers, YMCA facilities, and natatoriums, the CT team will work with the City to develop an overall lighting design scheme that is both functional and enhances the overall design.

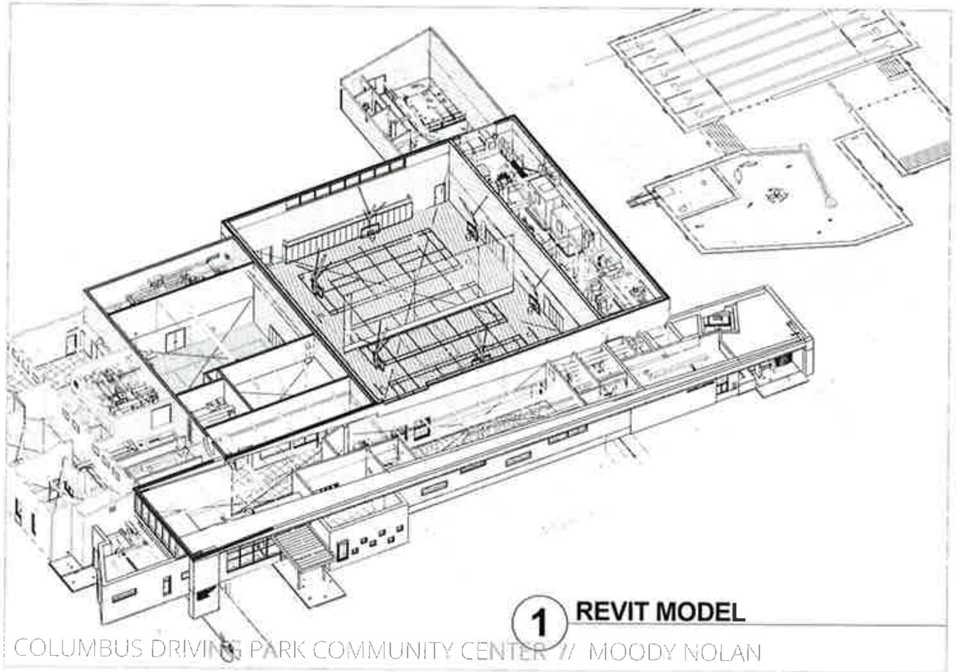
  As a result of lower purchase pricing and the energy efficiencies gained through their use, our team uses LED lighting fixtures as the basis of all of our designs. Additionally, the low heat generated by these fixtures reduces the amount of cooling needed by the HVAC systems; which further reduces operating and maintenance costs through reduced energy usage.

- **Plumbing.** Conserving water is a key consideration in the design of any modern-day community recreation center, that are capable of consuming vast amounts of water, so controlling consumption is a critical focus of our team. We will look to maximize usage reduction through the design of plumbing systems consisting of low-flow toilets, urinals and showers and automatic faucets.

- **Technology.** A community recreation center represents competing interests when considering a secure environment for a facility open to the public. To maximize the safety of the members and staff, we will work with the City and YMCA to integrate security cameras, access control systems, and monitoring

ISOMETRIC MEP & STRUCTURE // KORDA

ITHACA COLLEGE MECHANICAL ROOM // KORDA



COLUMBUS DRIVING PARK COMMUNITY CENTER // MOODY NOLAN

SHARONVILLE CONVENTION C // CT CONSULTANTS

equipment as one means of providing a safe, accessible community recreation center.

Internet connectivity is also a critical component of this center. To meet the needs of staff, members working out in the gym or those using the meeting rooms, our Team will coordinate with the City and YMCA to develop a design that incorporates both adequate bandwidth and downstream capabilities to meet present and future needs.

- BIM (Building Information Modeling). As early as possible in the process, our team will utilize BIM technology, allowing key stakeholders to be involved in the design through early 3D exploration of massing/design options, and energy/daylighting modeling analysis. This will allow the City and YMCA to make informed decisions at the early stages of the development of the design for items ranging from colors to HVAC systems.

Our Team will use an FTP site to share documents and 3D models. We will use Revit as the software to implement BIM in the design and document phase, supplemented with other software packages including Sketch-up and 3D Max. We find this is an effective way to communicate with Owner's and team members, and develop a consensus on the design direction.

Through the ongoing use of BIM technology, the design and construction team will have a system in place to check for interferences between the various disciplines, such as piping with structural systems or the location of duct work above ceiling compared to electrical systems; all in an effort to reduce errors that would result in change orders during construction. Identified goals of this modeling technology are to minimize field conflicts, and create both accurate 3D record models and an increased effectiveness of sustainable goals.

The key to success in BIM technology is situating it within a broad, cooperative working atmosphere.

Our experience shows that BIM's full potential can be harnessed only when the project has clearly defined goals, a thoughtful strategy, and the full buy-in of everyone involved - from the owner and design team, to the CM and subcontractor.

> Sustainable Design. We understand there are no stated sustainable design goals associated with this project; however, potentially obtaining certification, would be a benefit to the project. LEED is a common benchmark for sustainable design projects, and the CT Team has many LEED APs on staff, expert in delivering LEED Certified projects. Regardless of whether or not the City opts for a LEED Certified facility, CT will look at energy efficiency, building materials, fenestration, natural light, views, as well as many other issues impacting the building design.

We will also explore innovative opportunities, such as Perlite water filtration for the pool. While this has a higher initial cost, it takes less square feet, which can reduce the size of the pool filtration room. This substantially reduces water use for backwashing the pool filters, which in turn saves on overall water use and energy to heat the pool. Our team members, Moody Nolan and Counsilman-Hunsaker recently installed this filtration at Ithaca College for their 50 meter pool and as a result, are saving 1,050,000 gallons of water a year. This had a savings on water rates, heating, and sewer use and capacity.

By bring in Moody Nolan and Korda, the CT Team is well aware of acoustic concerns for this facility. The gym and pool should have acoustic treatment for reduce overall noise levels and improve speech intelligibility. Group exercise rooms should have good acoustic separations from the common spaces based on the use from loud group exercise, to quiet yoga and meditation.

> We will leverage our experience for opportunities to be sustainable that is both economically feasible and represents good stewardship of your resources through looking at opportunities as those described above and others.

Upon verification and acceptance of the facility program and completion of the conceptual design described above, we will move into the design portion of the project, which will have three distinct phases; schematic design, design development, and construction documents. The ultimate deliverable being a biddable set of construction documents, which includes construction drawings and specifications. It is understood that the City has not confirmed if it will utilize a Construction Manager on this project, although it anticipates doing so. Because of that, the bidding phase of the project described below could change depending on delivery method and how the bidding is conducted. We will adjust our approach accordingly, once the construction delivery method has been determined.

SCHEMATIC DESIGN

The CT Team will begin preparation of the Construction Documents during the Schematic Design Phase of the project. During this phase CT will complete the site survey and geotechnical studies, site plan, floor plans, and building elevations and sections. All code related items are identified and incorporated into the design work. An outline of the specifications for the project, as well as an updated opinion of probable costs, will be developed. Our Team will initiate and lead periodic meetings with the City to communicate project progress. At the conclusion of the Schematic Design phase, the City will be asked to review the final Schematic Design documents and sign off on that work prior to moving forward with the final design development of the facility.

DESIGN DEVELOPMENT

During the Design Development phase, CT will advance the design of the site plan, floor plans, and building elevations and sections. Additional detailed drawings including wall sections, plan details and schedules will be added to the construction drawings during this phase. Building systems, materials and finishes are refined during this phase; and all code related items are identified and finalized. The specifications and Opinion of Probable Costs will be updated. We will initiate and lead periodic meetings with the City to communicate project progress and to solicit feedback and answer questions from the City and its stakeholders. At the conclusion of this phase, the City will be asked to review and sign off on that work prior to moving forward with the development of the construction documents.

CONSTRUCTION DOCUMENTS

Our Team will conclude the preparation of the Contract Documents in the Construction Documents Phase of the project, which will include finalizing all architectural and engineering drawings and specifications along with an updated opinion of probable costs, Construction Alternates/Options, Phasing and Sequencing Plans, and Special Provisions required by the City to construct the facility. During this phase of the work our Team will initiate and lead periodic meetings with the City to communicate project progress to the City and its stakeholders. At the conclusion of this phase, the City will be asked to review the final Construction Documents and opinion of probable costs, and approve and sign off on that work prior to moving forward with the bidding of the project.

CT understands that the City has not made a decision as to the construction delivery method it will utilize to construct the new community center. While there are several options available, CT recommends that the City strongly consider using CM at Risk as the method due to the size and complexity of the facility under consideration. By bringing the CM on board early in the design process, the City will truly have an integrated team by which to leverage all of the strengths of designers and builders from the onset of the project.

Working with the City's Construction Manager, CT will lead the design team effort to ensure that the overall project budget is established with the City at the onset of the project and is maintained throughout the duration of the project. If budget or scope adjustments are required to keep the project on track, those conversations will be had with the CM and City prior to making any changes or taking corrective actions. These course changes, sometimes referred to as Value Engineering are all about making selected changes to the project based on determining and maintaining the value of the project for the City. This action occurs during the design phase of the project and is completed with input from the City and the Construction Manager. CT and all of its design team members will be completely involved in making appropriate recommendations to the City and gaining its approval. This may include items such as evaluating the location of the building on site based on civil and geotechnical engineering or determining HVAC systems based on first cost and life-cycle costs.

The Construction Phase is the longest and most expensive phase of the overall project. It is also the Phase which is most likely to see changes in cost and changes in schedule. Change as indicated above is a part of all projects and one that must be actively managed and managed well. Below is a list of additional steps and items that the CT Team will provide during and after the bidding and construction phases to ensure the success of the overall project for City.

BIDDING

Whether the project is delivered via CM at Risk or another delivery method, the Bidding Process will be performed prior to the construction of the facility. Bidding involves the solicitation and vetting of contractors to identify which would provide the best value to the City. CT will participate in the bidding phase by issuing addendums to the construction documents, responding to contractor's Requests for Information (RFIs), attend and administer a bid opening, reviewing bid forms, contacting references, making recommendations and assisting in the preparation of contract.

CONSTRUCTION

Having done a thorough job of planning and designing the work and then vetting and selecting the contractor(s) that will execute the work is critical to the overall success of the project. A successful outcome is the result of a highly organized and actively managed process and for that CT will be involved with a Pre-Construction Meeting, weekly progress meetings, RFIs, Construction Bulletins, Construction Directives, Contractor's Proposal Requests, shop drawings, payment applications, and regularly scheduled site visits. At the end of the Construction Phase, CT will do a final walk through of the project and write a "Punch List," which is a document indicating all items required of the contractors to meet its contractual obligations before final payment will be approved. We will issue a Certificate of Substantial completion, indicating the facility is adequate for occupancy and indicating the start of the 12 month warranty period on the project.

CLOSEOUT

At the conclusion of the Construction Phase the project enters into the Construction Closeout Phase. This is a phase in which final contractual obligations are met and administered. During closeout, CT will be involved with compiling a comprehensive punchlist, which will be distributed and monitored throughout the remainder of the correction process, until its completion and acceptance. We will work with the City, building department and other regulatory agencies to secure a Certificate of Occupancy and other required approvals. As part of the closeout process, CT will obtain from all of the appropriate trade contractors the as-built drawings, product data and operation manuals for your maintenance convenience. Finally, CT will organize a meeting with the City, contractors and the CT Team for a walk-through of the facility at the eleventh month to ensure that all materials, equipment and systems for the project are installed and functioning properly prior to the warranty period ending.

SUMMARY

The CT Team is excited to provide the City of Reynoldsburg with planning, design, and construction administration services. We ask the City to award us this contract for these services. Three key discriminators of the CT are listed below.

HISTORY WITH REYNOLDSBURG AND THE PROPOSED COMMUNITY CENTER

Our tenure with the City of Reynoldsburg is long, varied and importantly relevant to this project. This experience allows the following:

> Knowing that the community center is part of the overall Huber Park Development, we will design a final building and site layout that offers flexible use and adaptation for City-wide events (i.e. Tomato Festival)

> Understanding the City wants the building open by Fall of 2019 and our team is positioned to accelerate the design schedule by not having to rehash extraneous material and design related questions with the following as examples:

  > We know the expectations of the YMCA as the Operator; it is about efficiency, size, and function of the building; therefore we can reduce the schedule by cutting to the chase on questions that need quick responses

  > We have worked with Gro and we know their staff. With this working relationship we can expedite the schedule for completion of the design phase allowing the team to move more quickly into the construction document phase and reduce the schedule

OUTSTANDING TEAM MEMBERS WITH A HISTORY OF WORKING TOGETHER

We have assembled a team of professionals with superior design talents to deliver a Community Center that will leave a lasting impact on the City of Reynoldsburg. To enhance CT's significant project history we are joined by Moody Nolan (MN) as our strategic partner for architectural design services. MN's project experience with community centers is in-depth and notable; as well as their successful experience working in the City of Reynoldsburg, most recently with the School District. MN has worked with Brian Kridler and the YMCA of Greater Columbus to create appropriate graphic designs and wayfinding required for the retail environment. MN design spaces across many markets, all rooted in the same basic ideas: make it beautiful, make it right the first time, and make it stand the test of time.

With the aquatics center a main feature of the design, Counsilman-Hunsaker (CH) was selected to join the team for aquatics design and operations. CH is the only aquatics design firm that consults on both the design and the long-term operations business of swimming pools. They are unique in the experience they bring to the project in that they aren't just architects and engineers that specialize in pool engineering and design. From a risk management and operational perspective, they can assist with lifeguard placement and sight-lines, O&M manuals, developing written standard operating procedures, and perform launch operations training. CH has teamed with MN since 1990 and have collaborated on over 40 recreation center projects ranging from collegiate athletics to community recreation centers. These experiences gives the team a deep understanding with the design and operations of public sector and YMCA aquatic facilities.

The continuity of the team extends to the design of the mechanical, electrical and plumbing systems which will be performed by Korda. MN and CH have designed numerous projects with Korda to generate a collaborative environment on projects. One of the benefits of delivering the project using the CM at Risk delivery method is the ability to engage design-assist contractors for portions of the work on the project. Through the combined use of design-assist and Revit, Korda has designed several projects using prefabrication to reduce costs and improve construction schedules. Many of the mechanical, electrical, and plumbing (MEP) systems can be prefabricated offsite in a warehouse, and then shipped to the site for installation. This construction method improves construction efficiency, it improves worker safety, it reduces waste, and it is capable of shaving valuable months off the construction schedule.

We understand that the community center is not just a destination, but it also reinforces the civic hub of Reynoldsburg. EDGE is a firm that is focused on neighborhood placemaking. Their design professionals will focus on how this facility becomes part of the site and its surrounding context. EDGE has worked with MN on dozens of projects where the integration of indoor and outdoor spaces was critical to the success of the project. EDGE will insure that outdoor spaces are extensions of the indoor program and connect to the adjacent park program. EDGE integrates sustainable site considerations into all of our site planning and site design processes. We will bring deep expertise to decisions regarding sustainable stormwater management, plant selection, and hardscape materials selection.

ENHANCED PRECONSTRUCTION AND CONSTRUCTION/CLOSEOUT SERVICES

Complete and comprehensive services from preconstruction through construction/closeout is another significant benefit of the CT Team. We can discuss with the City these in-house services and the extent, if any, the City elects to utilize these services. We understand that the City is not in the business of delivering large capital projects. Your core business is delivering reliable services to citizens. With these additional services the CT Team is capable of offering; we can act as a valuable extension of your staff and represent the City in a broader role than is typical for an AE on a project of this nature.

The preconstruction phase services that we are capable of offering displ the broad experience and diversity of our Team. Looking to the AE to monitor costs and schedule and produce comprehensive budget and schedule reports provides an important layer of risk avoidance for the City. In other words, the City will not have to rely solely upon the Construction Manager at Risk (CMR) to report on these important indicators. They will instead have a trusted source that will measure and validate the information received from the CMR before it gets disseminated to the public.

PROPOSED PROJECT SCHEDULE

			2017								2018								2019
TASK	DESCRIPTION	# DAYS	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	APRIL	JUNE
1	AE Interviews & Selection	14d	XX																
2	**Ballot Issue**	**1d**	**X**																
3	Council AE Award Resolution Process	30d		XXXX															
4	Programming and Conceptual Design	60d			XXXX	XXXX													
5	Prepare Documents for Enabling & Demolition	14d			XX														
6	Bid & Select Enabling Work Contractor	30d			XX	XX													
7	Council Award Resolution Process	30d				XX	XX												
8	**Groundbreaking Ceremony (Fri., Sept. 1, 2017)**	**1d**					**X**												
9	Enabling Work & Demolition	126d					XX	XXXX	XXXX	XXXX	XXXX								
10	Schematic Design Completed by Architect	90d					XXXX	XXXX	XXXX										
11	**CMR Selection Process**	**1d**																	
12	Review Project Delivery Options w/ City Council	1d		X															
13	Draft & Review CMR RFQ	7d			X														
14	CMR Advertise & Distribute RFQ	30d			XXX														
15	CMR RFQ - Submittals Due	1d				X													
16	CMR RFQ Submittal Review & Shortlist	14d				XX													
17	Draft & Review CMR RFP	14d				XX													
18	Distribute CMR RFP	30d					XXXX												
19	CMR Interview & Selection	7d						X											
20	Council Award Resolution Process	30d						XXXX											
21	CMR Kick-Off Meeting	7d							X										
cost 22	SD Cost Estimating Prepared by CMR	21d							XXX										
23	Design Development Completed by Architect	90d								XXXX	XXXX	XXXX							
24	DD Cost Estimate Prepared by CMR	21d											XXX						
25	Construction Documents Completed by Architect	126d											XX	XXXX	XXXX	XXXX	XXXX		
26	GMP Prepared by CMR at 75%	30d														XXXX			
27	CDs Issued for Permits	30d															XXXX		
28	CMR Finalizes 100% GMP	14d															XX		
29	Council GMP Resolution Process	30d															XX	XX	
30	Construction	542d																START	FINISH
31	**Grand Opening (Fri., Oct. 11, 2019)**																	4.18.2018	10.11.2019

* X = one calendar week

** Placement of "X" corresponds to the respective calendar week within each month

Charter Review Commission

April Beggerow
7232 E. Main Street
Reynoldsburg OH 43068
614-322-6836 phone

Memo

DATE: **June 12, 2017**

TO: **City Council**

CC:

RE: **Report of the 2017 Charter Review Commission**

President Joseph, Members of Council,

First, I would like to say thank you for the opportunity to serve this city as chair and member of the Charter Review Commission, additionally, I want to thank Libby, Ivan, Craig and Orvell for all of the time and effort that they put into this commission to produce the recommendations we have before you this evening.

These recommendations were produced with input from the public, members of council and the executive branch of our municipal government, and I hope that you will be able to accept our recommendations to help Reynoldsburg become a city of greater respect in the Columbus Metropolitan area. Our recommendations were devised to help make our government leaner, more efficient, less costly and most importantly, especially with a new YMCA coming to town, more business friendly. All the members of the commission have either grown up, raised a family or moved to Reynoldsburg for the opportunities that our city enjoys, and we believe that these recommendations will further that agenda.

Items that were approved by the Charter Review Commission:

SECTION 4.14 PUBLICATION.

(a) ~~Each ordinance and resolution shall be published by the Clerk of Council in a newspaper printed and of general circulation within the City in the following manner:~~

~~(1) A summary of the ordinance or resolution, as introduced before the Council, shall be published one time after its first reading but prior to its second reading, provided that ordinances or resolutions which are passed as emergency measures or under suspension of the rule stated in division (a) of Section 4.04 of this Charter in a manner that they do not receive more than one reading need not be published as provided in this division (a)(1). Such summary shall consist of the title and a brief statement of the purpose and effect of the ordinance.~~

~~(2) A summary of the ordinance or resolution, as passed by the Council shall be published one time within fourteen days after its passage by the Council. As used in this division, "passage" has the same meaning as provided in division (c) of Section 4.08 above. Such summary shall consist of the title and a brief statement of the purpose and effect of the ordinance.~~

~~(b) In the event there is no newspaper printed and of general circulation within the City, the Clerk of Council shall cause a summary of each ordinance and resolution to be published in a newspaper determined by the Council to be of circulation within the City in the manner provided in division (a)(l) of this section.~~

~~(c) In the event of failure of publication of a summary of an ordinance or resolution as required by division (a) or (b) of this section the Clerk of Council shall cause a summary of the ordinance or resolution to be published one time within fourteen days after the Clerk of Council receives notification of failure of publication. In the event of an error or omission in the publication of a summary of any ordinance or resolution as required by division (a) or (b) of this section then the Clerk shall make such subsequent publication within fourteen days after the Clerk of Council receives notice of the error or omission as the President of Council shall determine in his or her discretion. The failure to publish or an error or omission in the publication of a summary of any ordinance or resolution as required by divisions (a) or (b) of this section shall not invalidate such ordinance or resolution. It shall be the responsibility of the President of Council to ascertain compliance with divisions (a) and (b) of this section.~~
~~(Amended 11-3-92.)~~

SECTION 4.14 PUBLICATION.

All ordinances and resolutions passed by the Council shall be published. As used in this Section "published" shall mean to post copies thereof, or a summary of such adopted legislation, in the most public place in the Municipality, as determined by the Council for a period of not less than ten days and to take such other actions as provided by Council.

Failure to publish as required by this Section shall not invalidate any ordinance or resolution and, in such event, the Clerk of Council may authorize the legislation to be published at a later date.

SECTION 7.01 PLANNING COMMISSION.

(a) There is hereby created a Planning Commission, consisting of five ~~fiveseven~~ citizen members who are electors of the City, to be appointed by the Mayor subject to approval by the Council by a majority vote of its members. The ~~director of development~~Director of Development shall be an ex-officio member of the ~~planning commission~~Commission and may take part in discussions, but shall not cast any vote. Commission members whenever possible should have a background in city planning, law, finance, real estate, community development, architecture, civil engineering, or related field. Except for the Director of Development, no person shall serve as a member of the ~~commission~~Commission at the same time he or she is an employee or official of the ~~city~~City. Each citizen member shall serve for a three year term of office. ~~The first vacancy to occur following this adopted Charter change will be filled by the Mayor and appointments thereafter will alternate between Council and the Mayor. No more than two members of the same political party shall be appointed as citizen members.~~

(b) The Planning Commission shall hold at least one regular meeting each month; except the Commission, by its rules or by a majority vote of its members, may designate one month in which regular meetings shall not be held.

(c) The Planning Commission shall have the power to hear applications for zoning district changes, review zoning regulation changes, review plats and subdivision regulations, and to exercise such other powers, duties, and functions as provided for by Council. The ~~Planning~~ Commission shall conduct studies and surveys, and prepare advisory plans, reports and maps relative to ~~the overall planning of the growth of the city~~planning, land use, zoning, and transportation or other infrastructure of the City. The Commission shall be responsible for the preparation and implementation of ~~the Comprehensive Plan~~a comprehensive plan, land use plan, transportation plan, or other similar development plans and guidelines for the ~~city~~City and subsequent plan amendments, for Council approval. The Planning Commission shall assist the Director of Development ~~with policy development impacting short- and long-range planning issues~~or other City officials with drafting and review of development policies ~~of~~for the ~~city~~City. The ~~commission~~Commission may make such advisory recommendations ~~relative to~~concerning such matters ~~and to the Zoning or rezoning of the city~~ to the Council as the Commission believes to be in the best interest of the ~~city~~City. ~~The Chair will designate a Planning Commission member to serve on the Capital Improvement Program Committee.~~ The Commission may exercise any powers, duties, or functions provided to municipal planning commissions by state law that do not otherwise conflict with Council ordinances or resolutions, or this Charter.

~~(d) The powers, duties and functions of the Planning Commission shall be provided by this Charter and the ordinances and resolutions of the City; but until such ordinances or resolutions shall be passed, it shall possess powers, duties and functions as are provided by the laws of Ohio, to the extent that such laws do not conflict with the provisions of this Charter.~~

SECTION 7.02 BOARD OF ZONING AND BUILDING APPEALS.

(a) There is hereby created a Board of Zoning and Building Appeals consisting of the Director of Development and five ~~fiveseven~~ citizen members who are electors of the ~~city~~City, to be appointed by the Mayor subject to approval by the Council by a majority vote of its members. The ~~director of development~~Director of Development shall be an ex-officio member of the ~~board of zoning and building appeals~~Board and may take part in discussions, but shall not cast any vote. Except for the Director of Development, no person shall serve as a member of the Board at the same time he or she is an employee or official of the ~~city~~City. Each citizen member shall serve for a three year term of office. ~~The first vacancy to occur following this adopted Charter change will be filled by the Mayor and appointments thereafter will alternate between Council and the Mayor. No more than two members of the same political party shall be appointed as citizen members.~~

(b) The Board of Zoning and Building Appeals shall hold at least one regular meeting each month; except the Board, by its rules or by a majority vote of its members, may designate one month in which regular meetings shall not be held.

(c) The Board of Zoning and Building Appeals shall have the power to hear and decide appeals for exceptions to and variances in, the application of resolutions, ordinances, regulations, measures and orders of administrative officials or agencies governing zoning, building, property maintenance, and housing in the City, as may be required to afford justice and avoid unreasonable hardship, subject to such reasonable standards as shall be prescribed by Council by ordinance or resolution. ~~The Board shall have such additional powers, duties and functions, relative to appeals from actions of administrative officers or employees concerning public buildings, streets or other public property or works, as provided by ordinance or resolution.~~ The Board may make advisory recommendations to the Council and the Planning Commission concerning ~~zoning~~such matters as it believes to be in the best interest of the City. The Board shall have such other powers, duties and functions, consistent with this Charter as provided by the City's ordinances and resolutions.

SECTION 4.11 ZONING MEASURES.

~~(a) Ordinances or resolutions establishing, amending, revising, changing or repealing zoning classifications, districts, uses or regulations shall be initiated by a member of Council. Immediately after the first reading of the ordinance or resolution, the presiding officer of Council shall set a date for a public hearing before a joint meeting of Council and the Planning Commission, not earlier than fifteen days after the first reading. A total of five members of any combination, with at least one member from each body required, shall be considered a quorum, to hold the public hearing. The Clerk of Council shall cause a notice of the public hearing to be published one time in a newspaper of general circulation within the City; said publication to be made at least seven days prior to the date of the public hearing. When the amendment, revision, change or repeal involves ten or less parcels of land as listed on the tax duplicate, written notice of the hearing shall be mailed by the Clerk of Council, or a person authorized by the Clerk, by regular U.S, Mail at least seven days before the date of the public hearing, to the owners of the property within, contiguous to and directly across the street from the affected parcel or parcels. Such notices shall be sent to the addresses of owners appearing on the County Auditor's current tax list and to other lists as may be required by Council. Property to be rezoned shall be posted in a conspicuous place or places to provide additional notice to the public. The posting shall include the word "REZONING" in 2 inch red letters and such other details as the time and place of the hearing, sign size, lettering, and installation shall be determined by the Council. Property to be rezoned and to be posted shall be posted twenty days prior to the date of the public hearing on said rezoning. Such posting shall be deemed to be constructive notice to the public. The failure of actual notice shall not invalidate any ordinance or resolution.~~

~~(b) Immediately after the public hearing referred to in division (a) of this section, a copy of each ordinance or resolution establishing, amending, revising, changing or repealing zoning classifications, districts, uses or regulations shall be referred to the Planning Commission. Within thirty days after receipt of referral, the Planning Commission shall return to the Clerk of Council the written recommendations of a majority of the members of the Commission. The ordinance or resolution shall be given its second reading at the next regular meeting of Council, unless an earlier special meeting is called for that purpose.~~

~~(c) A concurring vote of at least three-fourths of the membership of Council shall be necessary to pass any zoning ordinance or resolution which differs from the written recommendations of the Planning Commission, but in no event shall an ordinance or resolution be considered as having passed unless it receives at least a majority vote of the members of Council.~~

(a) *PUBLIC HEARING NOTICE.*

When Council reviews applicant petitions for zoning district changes, the Clerk of Council shall cause a notice of the public hearing to be published one time in a newspaper of general circulation within the City at least seven days prior to the initial public hearing. When the petition for zoning district change involves ten or less parcels of land, the Clerk of Council or designee shall mail written notice of the public hearing to the owners of the property within, contiguous to, and directly across the street from the affected parcel or parcels at least seven days prior to the initial public hearing. The failure of delivery of the notice shall not invalidate any zoning ordinance. Council may, under the provisions of subsection (b) of this section, provide for this procedure and for additional postings to be completed prior to review by the Planning Commission. Such notices or postings shall be deemed to be constructive notice to the public.

(b) *REVIEW PROCEDURES.*

Council shall, by ordinance or resolution, establish procedures for review of ordinances establishing, amending, revising, changing or repealing zoning classifications, districts, uses, maps or other regulations. Such procedures shall include review by the Planning Commission.

(c) *VOTING REQUIREMENTS.*

The following voting requirements shall apply to ordinances amending, revising, changing or repealing provisions of the Planning and Zoning Code or zoning districts:

(1) An affirmative vote of at least three-fourths of the members of Council shall be necessary to pass a zoning ordinance which differs from the written recommendations of the Planning Commission.

(2) In no event shall an ordinance be considered as having passed unless it receives at least a majority vote of the members of Council.

SECTION 8.04 PURCHASING AND CONTRACTING PROCEDURES.

(a) The Mayor shall award contracts and authorize expenditures without competitive bidding if said contract or expenditure does not exceed the limit set by the ~~State of Ohio~~ Council, by ordinance ~~as of 6/1/92~~ to require competitive bidding.

~~(b) When a proposed contract or expenditure exceeds the State of Ohio limit, as of 6/1/92, for competitive bidding, then the Council shall, by motion, authorize the director of the appropriate department or other appropriate officer or employee of the City to cause plans and specifications to be prepared and advertise for bids once a week for two consecutive weeks in at least one newspaper of general circulation within the City, and the Council shall appropriate funds for that purpose unless they have been previously appropriated and remain unencumbered. Upon such authorization, the appropriate official or employee shall cause such plans and specifications to be prepared and such advertising to be made. The Mayor and the City Auditor, or their designated representatives, shall receive and publicly announce sealed bids in the manner and at the time specified in the specifications. Sealed bids shall be submitted in the manner required by the specifications. The Mayor shall recommend to the Council, at its next regular meeting or a special meeting called for the purpose, the bid or bids he or she believes to be the lowest and best bid. At such meeting or its next regular meeting, the Council shall determine which bid or bids are the lowest and best and shall be an ordinance or resolution, which shall be read only once and which shall not be subject to the requirement for three readings under Section 4.04(a) of this Charter, direct the Mayor to enter into a written contract with the person or persons who submitted the bid or bids determined by the Council to be the lowest and best. Such ordinance or resolution shall appropriate funds for the purpose of the contract unless they have been previously appropriated and remain unencumbered. The Mayor shall execute a written contract on behalf of the City after such ordinance or resolution becomes effective and upon receipt of a certification from the City Auditor that funds for the contract are available, as provided in division (e) of this section. The City Attorney shall approve the contract as to its form. The Council may reject any and all bids by motion, and may direct that the proposed contract or expenditure be re-advertised and that new bids be invited and received.~~
~~(Amended 11-3-92.)~~

(b) The purchase of supplies, materials, equipment and construction of public improvements for the City shall be made pursuant to specifications through open, competitive bidding, under such rules consistent with this Charter as the Council may establish by ordinance. Formal advertising, bidding, and public opening and tabulation of bids shall be required if the statutory or common law of the State requires it. The acquisition of professional services may be, but are not required to be obtained by competitive bidding. The Council, by ordinance or resolutions adopted by a vote of at least two-thirds of its members, may authorize, without competitive bidding, contracts and expenditures for any other purpose where the statutory or common law of Ohio does not require competitive bidding.

~~(c) The Council, by ordinance or resolution adopted by a vote of at least two-thirds of its members, may authorize, without competitive bidding, contracts and alterations or~~

~~modifications thereof for the expenditure of money for the acquisition or lease of real property, the discharge of noncontractual obligations of or claims against the City, for joining with the State of Ohio or other political subdivisions or units of government to acquire or construct improvements or facilities or to exercise their powers jointly, or for the purchase of products or services of publicly or privately owned or operated public utilities. The Council, by ordinance or resolutions adopted by a vote of at least two-thirds of its members, may authorize, without competitive bidding, contracts and expenditures for any other purpose where the statutory or common law of Ohio does not require competitive bidding.~~

~~(d) When it becomes necessary to make alterations or modifications in connection with any work or improvements covered by contracts in excess of the State of Ohio limit, as of 6/1/92, that are awarded by Council, whether or not bidding is required by division (b) of this section, such alterations or modifications shall be made only upon the order of the Council given by a motion adopted by a majority vote of its members; provided that if such alterations or modifications to such contracts do not authorize or require the expenditure of additional sums of money in the aggregate as to each contract, the Mayor shall authorize such alterations or modifications without further action by the Council. No order for the alteration or modification of any contract shall be effective until the price to be paid for the work or material, or both, under the altered or modified contract, shall have been agreed upon in writing and signed by the contractor and the Mayor on behalf of the City. Bidding or further bidding shall not be required because of any alteration or modification of any contract.~~
~~(Amended 11-3-92.)~~

~~(e)~~ (c) No contract, agreement or other contractual obligation involving the expenditure of money shall be entered into or authorized by the Mayor unless the City Auditor or a duly authorized representative of the Auditor shall first certify:

(1) That the money required for the contract, agreement, obligation or expenditure is in the City's treasury or in the process of collection, and

(2) That the money has been appropriated by Council for the purpose~~.~~ and remains unencumbered.

The certification as to the availability of funds shall be filed and recorded in the accounting records of the City and a copy furnished the vendor or contractor. Without the certification, contractual obligations shall be void and unenforceable against the City unless authorized by an ordinance or resolution of the Council, as a moral obligation. The City Auditor shall not arbitrarily withhold the certificate required by this division.

~~(f)~~ (d) The Council or the Mayor shall not divide any order or contract to avoid the requirements of competitive bidding. Expenditures to pay the compensation and fringe benefits of officers and employees of the City shall be exempt from the provisions of this section; except the City Auditor shall not pay such compensation or fringe benefits unless the Council shall have appropriated sufficient money to cover such payments and the money required for payment is in the City's treasury or in the process of collection.

~~(g)~~ (e) Copies of all written contracts and purchase orders shall be filed with and maintained as public records by the City Auditor.

City Council
Stephen Cicak
7232 E. Main Street
Reynoldsburg OH 43068
614/322-6805 Phone

MOTION REQUEST

DATE: **June 12, 2017**

TO: **Community Development Committee**

RE: MOTION THAT THE REYNOLDSBURG DEPARTMENT OF PUBLIC SERVICE BE AND IS HEREBY AUTHORIZED AND DIRECTED TO ADVERTISE FOR STATEMENTS OF QUALIFICATIONS FOR A COMPREHENSIVE MASTER PLAN.

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.

Request for Qualifications (RFQ)
For
Comprehensive Master Plan
For The
City of Reynoldsburg

The **City of Reynoldsburg (City)** is requesting Statements of Qualification (SOQ) from planning firms with the appropriate expertise and experience to coordinate the development of a Comprehensive Master Plan (the Plan).

The Plan defines and details the community's vision for both the short- and long-term future. It provides guidance for City decision making, and establishes goals and strategies to achieve the community's vision. It also provides a blueprint for how and where future investment and growth should occur in the City.

Selection of the planning consultant will be performed utilizing Qualification Based Selection.

The Request for Qualifications (RFQ) package can be obtained on the City of Reynoldsburg Service Department website:

www.ci.reynoldsburg.oh.us/departments/service-department

Eight (8) individual copies of the proposal should be submitted no later than ***Friday*****, July *****7, 2017*****, at 4:00 PM, Local Time,** to the attention of:

Dan Havener, LEED Green Assoc.
Development Director
City of Reynoldsburg
7232 E. Main Street
Reynoldsburg, Ohio 43068

The outside of the envelope or box should be clearly marked: "**Statement of Qualifications for the City of Reynoldsburg Comprehensive Master Plan**"

Clerk of Council
April Beggerow
7232 E. Main Street
Reynoldsburg OHIO 43068
614-322-6836 Phone

RESOLUTION REQUEST

DATE: **June 12, 2017**

TO: **City Council**

RE: A RESOLUTION APPROVING/DENYING A VARIANCE 7578 E. MAIN STREET, REYNOLDSBURG; APPLICATION 176211 BY EVANS CAPITAL INVESTMENTS.

Letter appealing the denial of a variance request from Evans Capital Investments Ltd. received on 4/17/2017.

From Reynoldsburg City Code:

1139.04 POWER OF COUNCIL ON APPEALS.

(a) Council shall have the power to hear and determine an appeal from the refusal by the Board of Zoning and Building Appeals to issue a zoning certificate, variances or exception, or a special exception.

(b) An applicant refused such approval, exception, certificate or variance shall appeal in writing to Council within thirty (30) days of the date of refusal by the Board. The Council shall set a date for a hearing on the appeal and render a decision on the appeal within thirty (30) days of the receipt of such written request. A resolution stating the decision of Council shall be introduced and passed at the next regular meeting following the hearing.

Evans

April 14, 2017

April Beggerow
Clerk of Council
City of Reynoldsburg City Council
7232 E. Main Street
Reynoldsburg, OH 43068

RE: 7578 E. Main Street: Application for Site Signage Variance from City of Reynoldsburg BZBA (Application #176211):

Dear Ms. Beggerow:

A variance request made by Evans Capital Investments, Ltd. was recently denied by the City of Reynoldsburg Board of Building and Zoning Appeals (BZBA) at their meeting on March 16, 2017. The request consisted of a variance from Section 1193.12(C)(1,3) of the zoning code to allow signage that exceeds the area requirements of that Section. The site signage proposed is part of a proposed Dollar General project on East Main Street, just west of Waggoner Road. Please consider this letter as a formal appeal of this variance denial to City Council. Our team is working on submitting additional items to the Council for consideration of the variance request. Please let us know if you need any additional information or if you have any questions or comments.

Sincerely,
Evans Capital Investments, Ltd.

Tambera M. Schueler
President

Evans

May 16, 2017

April Beggerow
Clerk of Council
City of Reynoldsburg City Council
7232 E. Main Street
Reynoldsburg, OH 43068

RE: 7578 E. Main Street: Application for Site Signage Variance from City of Reynoldsburg BZBA (Application #176211):

Dear Ms. Beggerow:

A variance request made by Evans Capital Investments, Ltd. was recently denied by the City of Reynoldsburg Board of Building and Zoning Appeals (BZBA) at their meeting on March 16, 2017. The request consisted of a variance from Section 1193.12(C)(1,3) of the zoning code to allow signage that exceeds the area requirements of that Section. The site signage proposed is part of a proposed Dollar General project on East Main Street, just west of Waggoner Road (Olde Towne).

A hearing for the appeal was originally scheduled to appear before the Reynoldsburg City Council on Monday, May 22, 2017. Please consider this letter a formal request to delay/extend the variance appeal to the City Council's regularly scheduled June 12, 2017 meeting. Please let me know if this is acceptable and if you require any additional information.

Sincerely,

EVANS CAPITAL INVESTMENTS, LTD.

Tambera

Tambera M. Schueler
President

cc: Alex Frazier, Hurley & Stewart

CITY OF REYNOLDSBURG

MINUTES

BOARD OF ZONING AND BUILDING APPEALS
THURSDAY, MARCH 16, 2017 6:30 PM

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

A. CALL TO ORDER

PRESENT: Rettke, Donovan, Armstead
ABSENT: Linder, Darling

2. APPROVAL OF MINUTES

1. Board of Zoning and Building Appeals – Regular Meeting – February 16, 2017

Minutes stand approved.

3. APPROVAL OF AGENDA

Agenda stands approved.

4. SWEARING IN OF SPEAKERS

Chairman Rettke: If you wish to speak before the BZBA this evening, please stand and we will issue the oath. Please raise your right had. Do you swear or affirm that the testimony that you will give in front of the Board will be truthful? If so, say, "I do." Please sign in before you testify and state your name and address for the record.

B. PUBLIC COMMENT

No public comment.

C. UNFINISHED BUSINESS

1. **7578 E. Main St.; Application #176211; Applicant: Evans Capital Investments, Ltd.; Business: Reynoldsburg DG, LLC; Variance from Section 1193.12(C)(1,3) of the Zoning Code to Allow Signage that Exceeds the Area Requirements of that Section.**

Mr. Snowden: 7578 E. Main Street - Dollar General - Variance. Application: #176417 - Variance. Location: Property is located on the north side of E. Main Street, just west of Waggoner Road. Existing Zoning: CC Community Commerce District / HCO Historic Commercial Overlay Subarea. The request is for a variance from Section 1193.12(c) of the Zoning Code. Current Use: Vacant Land. Proposed Use: Retail Sales. Applicant: Alex Frazier. The applicant is requesting the Board review and approve a variance from Section 1193.12(c) of the Zoning Code, to allow ground and wall signs that are each 50SF in area. The site is a vacant lot which is within an existing shopping center. Other uses include various retail sales businesses, a bar and pizza shop (eating or drinking establishment), and small office uses. To the north, the property is screened from a multi-family housing complex by a creek and natural vegetation. All properties that front E. Main Street are within the Historic Overlay District. This was an application that Staff originally received several weeks ago, but the application as submitted was originally incomplete so it was pushed back until the correct documents were received, before it could be distributed to the Board last week. A variance is requested from Section 1193.12(c) of the Zoning Code, which provides special regulations for signs and graphics in the Historic District of Olde Reynoldsburg. The permitted sign area and requested sign area are listed in the table that you see on page 3. The purpose of these regulations are to allow signage that is consistent with the size, shape, and colors of other signage found in the Historic District. The applicant claims hardship based on the underground utilities on the front portion of the property. The Board previously granted the applicant relief from the provisions of Chapter 1193 the required the building to be constructed close to E. Main Street and pushed parking to side or rear. This was based upon the location of existing underground utilities. The applicant now claims hardship based on the building setback and requests additional sign area in order to increase the visibility of their signage. Generally speaking, Staff's view is that wall signage should match the scale of the building façade and be proportional to the setback from the public street. Given the setback of the proposed building, the applicant’s request for additional signage is not unreasonable. The proposed sign area is consistent with wall signage permitted in commercial zoning districts of the City outside of the Historic District. This much sign area is warranted in a suburban shopping center context, not on a site within the Historic District. The building is going to be two hundred plus feet from the street In a normal commercial district that would be a type B wall sign that would permit 2SF of signage for each linear foot of the building facade. In this case, the 50SF that the applicant is requesting would be permitted in the other commercial zoning districts given the setbacks that are in place there, so that setback is not unreasonable. With regard to the ground sign, within the historic District, the permitted ground signs are 18SF and there are specific types and styles that are permitted. Staff's view on this is that the visibility of ground sign is not affected by the location of the proposed building, so Staff does not feel like the applicant may not be meeting the standards for approval of this portion of the variance. Fifty square feet would give them the biggest sign there since the Historic Regulations started getting put in place. There are some non-conforming signs down there that are larger, but again, within our historic regulations and procedures that have been going on for the last 20 years, that would be the biggest signage. S, Staff felt that this was not consistent with the Historic District. Additional Considerations - The applicant gave some sample designs that you see in your packet. Ultimately, the actual design of the sign is outside of the purview of the Board, but they will be require Design Review Board and Planning Commission. I will say that this are variance does not remove their requirements to meet the materials and design guidelines in all those procedures. It is a little bit of a weird situation because you are looking at something. But ultimately, the three of you are being asked whether they warrant additional sign area or not. The Board should apply the standards for review of variances contained in Section 1147.05 of the Zoning Code and determine if the requested variance complies with those standards. With that, I would be happy to answer any questions and I will turn things back over to our Chairman.

Chairman Rettke: Would the applicant or agent please state your name and address for the record?

Mr. Scalf: My name is Justin Scalf. I am with One Stop Signs, 2502 St. Rt. 131 Goshen, Ohio, 45122. I am actually presenting for Evans Capital Investments. In this case, Dollar General is building at 7578 E. Main St. In terms of the wall sign, a 5 x 10 standard cabinet. These are pre-fab built units that Dollar General provides. Anything smaller than a 5 x 10 is a custom build. In this case of course, everything is up for negotiation so Dollar General is going to go with whatever is necessary but I wanted to let you to know about the terms of construction costs for the cabinets. In addition, we are looking at a wall sign that sums up to about 50SF as well. It is 2.5FT x 20 FT. That is on a structure that has a frontage of 85FT, so it is significant frontage on an almost full service retailer. I think if you are outside of the Historic District, this sign would well fit within the norms.

Mr. Snowden: That is correct. So, based on what you are telling me, I did not measure the plans because some of the details of the building have still been in flex. So, that would put them at 160 - 170SF, if they were outside of the Historic District, and here they are proposing 50SF of sign area. Again, I am just trying to give you the logic that Staff is going through in their report.

Mr. Scalf: So, in terms of the wall sign and its size, I think we are well within the terms or expectations of Council. When it comes to whether or not this is a cabinet, whether or not they are using acrylic materials, again this would be determined at a later date with the Design review Board. How we build this, we will reckon with at a later date. But, in terms of square feet, I just do want to stress, 2.5 x 20FT in length. So really, I guess the point of contention is this free standing sign or monument. I realize this is larger that what is allowed. The 20SF that is allowed would represent a 4 x 5 post and panel sign. Is see there is new construction in that area. I think the nature of what Dollar General does, many products within the space, the size, the structure, the investment, and then the fact that it draws so far back from the street, I think in this case, our proposal for a monument sign is somewhere in between the expectations of the Historic District and the nature and the business of the structure, as if it were conducting business in any other part of the City. In terms of materials, again, we are going to deal with that. Right now we are looking at an acrylic sign with goose neck lights at the top. Eric Snowden has mentioned in the past that the goose neck looks a little goofy. So, in terms of construction, lighting methods, material, we will deal with that, and we will come to terms with the City.

Mr. Snowden: I'm sorry to interject, but acrylic is a prohibited material in this location. Again, I understand this is the first time you and I have had contact, and I am dealing with the people who specialize in signage. Gentlemen of the Board, what you are seeing is standard drawings that are sent from Dollar General as part of their sign package.

Mr. Scalf: But none the less, Dollar General in the past has upped its quality of materials and has met the standards of any district it works in. Also, considering landscaping requirements, any contingency or conditions we can place that goes and gives us an advance of 50SF, I am willing to do. You just have to let us know. Like I said, lighting methods, goose-necks, we can relocate these. Talking about lighting from the ground, which is not a problem as well. I just want to stress the location of the building again, and the conditions in the parking lot.

Take a look at that site map and keep it in mind. Let me know if you have any questions. Thank you.

Chairman Rettke: When was that legislation passed for 1193?

Mr. Snowden: The legislation was passed last year. That was a cleanup of the historic District Sections. The sign area was put in place in 2008 and the Design and Materials Guidelines were put in place in the late 90's. What I did, there was Chapter 93, which was Historic District. There was 1194, which was Historic Commercial. I synthesized those into one chapter, 1193, and that is what you see today. So, 2008, for a lot of the requirements for the size and that sort of thing. It basically assumes a building that is at the street.

Chairman Rettke: The bank just down the road asked for a larger sign, and that got canned.

Mr. Snowden: It did.

Chairman Rettke: I think they wanted three signs.

Mr. Snowden: Correct. The bank is a little bit of a different situation because they are in the corner. And the bank had a non conforming sign on Waggoner. So, for example, what happened here, this sign is non conforming and this sign that is located here where that is was struck by a vehicle a couple of years ago, which took out the non conforming sign, and the bank elected to go with a sign that met the requirements of the Code. In this case, they have a wall sign and a building that is much closet to the street. I am sorry I cannot provide any more detailed guidance here, but the Board has to decide what is reasonable.

Chairman Rettke: Where I stand with the Historical District, it is a 2008 ordinance, a pretty new ordinance. I hate to gut a new ordinance by creating variances. Since it is so new, I thought Council put time into that ordinance and that is how they want their signs. The ground sign is 18SF, if he could only come up with 20, that would not really be hurting, but he is asking for three times the amount. That is starting to gut it pretty good.

Mr. Snowden: Those requirements were enacted by Council. The Historic Overlay was worked on by the DRB at the time.

Mr. Donovan: They are consistent about wanting to keep signs to regulation size.

Mr. Snowden: They are. Again, most of those have been signs that have been taking down something that is existing and non conforming and has a building up to the street. So, that is where the question as to what is reasonable and ultimately that is the Board's job to decide. Are we being reasonable in what we are doing?

Mr. Scalf: I want to stress again, to the north of my property is an existing 20FT multi tenant sign. To the south of it is a Nationwide sign at 14FT. I understand that they have it and I want it too is not an argument. But, I do want to talk about the norms that are already established.

Chairman Rettke: That is where we get into this contest. Those all predate the 2008 legislation. As soon as they get wiped out by a vehicle, they are going to come to us and want the same sign back and we are going to ask what the Code says.

Mr. Snowden: The challenge here, and this particular shopping center, Evans Capital and there three lots here, have had a variety of issues with more signage over the years, between BZBA and DRB on size and materials. Basically what you have here is a suburban style shopping center that has been built immediately adjacent to our core historic area, and was included in all subsequent definitions of the Historic District, because it makes sense, given its location, but because of the site design, what is existing, the setbacks configuration. That is where we get into these challenges. The requirements of the Code that required the building to be built in this location are great, but how do you deal with that when you have a gigantic sewer underground. That simply wasn't reasonable to require the building to be built there.

Mr. Donovan: That sign is going to be perpendicular to the sidewalk.

Mr. Snowden: Correct, Mr. Donovan.

Mr. Donovan: People are going to be pulling out of there. My concern is blocking the visibility.

Mr. Snowden: The approximate location is right in this area.

Mr. Donovan: People are going to be pulling out of there.

Mr. Snowden: The answer to your question is, in the rest of the city the minimum setback is 10FT. In the Historic District, there is no specified minimum setback for the signs.

Mr. Scalf: If I could interject, 21FT is the total.

Mr. Snowden: That is what you're proposing. The Board can apply a setback that it feels is reasonable. But, the minimum in the rest of the City is 10SF. My interpretation of the special requirements for signage within the Historic District is that there is no minimum setback. It is determined based on the individual site characteristics when something is approved by Design Review Board, Planning Commission, or myself when reviewing sign permitting.

Mr. Armstead: Where is the entrance for this location?

Mr. Snowden: You should be able to see on the one site plan. They are proposing to keep this driveway in tact. The parking lot will be expanded into this area and the structure will be back here.

Chairman Rettke: Any other questions or discussions? I will move for approval.

(Vote.)

Chairman Rettke: I will say no because it does not meet the definition of hardship. There exists special circumstances and conditions but considering this is a Historical District. It is a 2008, fairly new ordinance by Council. We have had other issues with that overlay, and I will defer to Council by voting no.

Mr. Snowden: In that case, three votes against the motion so neither variance is approved. Sirs, I will provide you a written statement of the action of the Board, but you will have the right to appeal to City Council. You have 30 days to appeal in writing.

Mr. Scalf: I know you have cast a vote and I don't know the process, but is their a potential we could negotiate a reduced size? One that exceeds the limit of 20 but is below a 4 x 10? Maybe a 4 x 8? Is that possible.

Mr. Snowden: At this point, unless the Board chose to reconsider, you have to appeal to Council. What I would recommend, and you and I can set up a meeting, would be for you to appeal to City Council and provide a memo stating some items that would be acceptable to you. That is the best I can do for you. There is a limitation on reapplying on variances as well. I will provide that information to you in writing.

Chairman Rettke: That would be better. Have some options and what the minimum is you can go. We have that happen here before where we tried to arbitrate and come up with a specific size to only later have them say that the graphics will not fit. I was fine with the building sign. It is the front sign.

Mr. Snowden: Again, I don't want to have an extended discussion, you and I can set up a meeting. What you could do is reapply for the variances as two separate variances. You could apply for it in that way.

Mr. Scalf: I will not waste any more of your time. I appreciate it.

Mr. Snowden: My contact information is on the City website. I will provide this in writing.

NEXT STEPS

Following the meeting, Staff will mail a record of action notice to the applicant at the address provided. Provided the Board approves the application, the next steps are as follows:

1. The applicant should contact the Planning & Zoning Administrator at 614-322-6829 to submit an application for a zoning certificate. Staff will require two sets of plans to confirm compliance with the approved variance.

2. The applicant will need to contact the Building Division at 614-322-6802 to submit building plans for review, secure permits, and complete the required inspections for the proposed building addition.

RESULT:	**FAILED [1 TO 2]**
MOVER:	Anthony Rettke, Chairman
SECONDER:	D'Juan Armstead, Board Member
AYES:	Armstead
NAYS:	Rettke, Donovan
ABSENT:	Linder, Darling

D. NEW BUSINESS

1. 1914 Brice Rd.; Application #176412; Applicant: Darrel DeBerry; Business: God's Greater Moves Ministry; Special Exception Use Permit.

Mr. Snowden: 1914 Brice Road - God's Greater Moves Ministry - Special Exception Use Permit. Application: #176211 - Special Exception Use Permit. The property is located on the east side of Brice Road, just south of Livingston Avenue. Existing Zoning: CC Community Commerce District / CCO Community Commercial Overlay. The request is for the Board to review and approve a special exception use permit for a new semi-public use in the CC Community Commerce District of the City. Current Use: Vacant Space. Proposed Use: Semi-public Use. Applicant: Darrel DeBerry. The applicant is requesting the Board to review and approve a special exception use permit for a new semi-public use within an existing multi-tenant commercial building in the CC Community Commerce District and CCO Community Commercial Overlay District of the City. The proposed semi-public use is the worship space for a church. The site is located on the east side of Brice Rd just south of Livingston Ave. Adjacent uses include commercial businesses in the CC - Community Commerce District. Along the west, the property abuts out-lots which front Brice Road. These contain a gasoline station and fast-food type businesses in the CC and CS Districts. Along the south, the property is adjacent to another commercial building the CC District, one of which contains a childcare center. Along the east side, the property abuts Truro Twp. Fire Station #162 and the City's Community Garden. I think we have all reviewed enough of these churches, or semi public uses to know that the main consideration for these is parking. They have adequate parking a the site to accommodate the number of people that can be on the site. The applicant stated that the church will be able to accommodate 50-100 worshipers. The parking requirement for a place of worship is 1 space for every 4 seats in the main worship space, which would mean the applicant would need to provide 25 parking spaces. Staff has calculated that the entire site provides over 336 spaces. If the entire structure was retail, only 210 parking spaces would be required. This site is over parked, assuming the entire site is retail. That gives the property owner some flexibilty in that they can have other uses such as eating and drinking establishments which has higher parking requirements. In this case, assuming that the whole center is built out for retail with exception of this particular space, the property still has over 100 additional spaces assuming the inclusion of this use. The applicant's application does not indicate any additional outside activities that might conflict with the loading areas or waste disposal functions that take place at the rear of the shopping center. The applicant should clarify that this information is accurate. I recommend the Board should apply the standards for review of special exceptions contained in Section 1145.09 of the Zoning Code and determine if the proposed special exception complies with those standards. Staff finds the proposed special exception in compliance with those standards and recommends approval of the special exception use permit. With that, I will turn things back over to our chairman, and I would be happy to answer any questions.

Chairman Rettke: Would the applicant please come up and state your name and address for the record? While he is coming up, would you identify which unit it is again?

Mr. Snowden: It is in the area that was previously used as the Touchdown Club's Bingo facility. The applicant can clarify if they are using all or a portion of that.

Mr. DeBerry: Darrel DeBerry Forrest Dr., Columbus Ohio. This is my wife, Tina. It is 1914, the olds Touchdown Club. It is between the old Bid Lots building and a restaurant. We are right in there.

Mr. Snowden: It is an approximately 8000SF space. I have been inside the space. Are you using the entire space?

Mr. DeBerry: No, we are using 5000 of it.

Mr. Snowden: So, you are going to be walling off a portion of it?

Mr. DeBerry: It was already there when we looked at it. It was a 5000SF and a 3000SF.

Chairman Rettke: What was the Federal Statute that we have to uphold?

Mr. Snowden: RLUIPA, Institutionalized Person's Act, that flushes out a lot of religious freedom and says that communities can not restrict religious uses in a manner that is inconsistent with other similar types of uses. I am paraphrasing. I have talked to our City Attorney at length and the bottom line is, if they have the parking, and here is why, the purpose of the Zoning code is to help regulate and protect the health morals and welfare of the community. That is why we regulate through zoning. That is in every zoning code in every city in America. It is difficult to argue that any type of religious use, whose fundamental job is to help people and provide for the welfare of the community, violates those provisions of the Code. So, my recommendation is to say that if we have adequate parking on the site, we need to recommend approval. That is the clearest advise I can give the Board, based on my conversations with Attorney Hood.

Chairman Rettke: That is something we have discussed and we have had the RLUIPA in our packs before so we are all aware of it. Any other comments, questions, or discussions?

Mr. Snowden: Mr. DeBerry, was what I said about the exterior of the property accurate? There is no exterior play area, patio, etc..., that would be in conflict. When we look at this, we also want to make sure that there is not going to be a play area next to the dumpster, etc... This is all inside of the property, correct.

Mr. DeBerry: That is correct.

Mr. Snowden: And 100 worshipers is acccurate?

Mr. DeBerry: Yes.

Mr. Snowden: I have no concerns Mr. Chairman and Members of the Board.

Chairman Rettke: As far as the building goes, this is pretty much move in ready?

Mr. DeBerry: Yes. We have to do a little painting and some carpeting.

Chairman Rettke: I was in it years ago and it was in pretty bad shape and I didn't know what the status was.

Mr. Snowden: There hasn't been any physical damage to the interior. The tile has since been removed. They will be required to get occupancy. It sounds they will be dividing a space and I think I know where the space is because there was an area here at one point that was connected to another space. That is all building code requirements that Mr. Paszke's team will review. The bottom line is there is not any physical damage.

Chairman Rettke: Do you have any plans for that 3000SF, or is that off limits to you.

Mr. DeBerry: I think somebody else is looking at that 3000SF.

Chairman Rettke: So, you are going to close that off and not have access?

Mr. DeBerrry: That is all in the process.

Chairman Rettke: Have you had another ministry here in Reynoldsburg? Do you have a foundation to build on.

Ms. DeBerry: We have done ministry in various Ohio prisons and nursing home ministry as well. Nothing in Reynoldsburg until now. But, we have been in ministry for almost 20 years, so we are not new to ministry, but we are new to Reynoldsburg.

Chairman Rettke: Any other questions or concerns? Hearing none, I will move for approval.

(Vote.)

Mr. Snowden: Very well, this is recommended to City Council. Under the Staff Report you will see the items that are remaining for you to complete the process. I will provide that to you in a written letter after I process the information from the meeting, typically tomorrow. This will be forwarded to City Council and City Council will contact you if they elect to hold any additional hearings. Again, given what you are hearing, some of the religious freedoms considerations, I wouldn't expect that. But, it will be up to the discretion of our Council members. From there you will need to secure the Zoning Certificate and apply for building occupancy or building plans to do any other work that you need to do in the space. If you have any other questions, contact me. You have my information.

Chairman Rettke: Good luck and hopefully you will be around for a long time.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Anthony Rettke, Chairman
SECONDER:	Richard Donovan, Vice Chairman
AYES:	Rettke, Donovan, Armstead
ABSENT:	Linder, Darling

2. **1481 Lancaster Ave.; Application #176417; Applicant: Steven Hicks; Variance from Section 1171.06(A)(3) of the Zoning Code of the City of Reynoldsburg, to Allow an Accessory Building to be Constructed on a Side Lotline.**

Mr. Snowden: 1481 Lancaster Avenue - Single-family Dwelling - Variance. Application: #176417 - Variance Location: Property is located on the southwest corner of Lancaster Avenue and Rickly Street. Existing Zoning: R-3 Single-family Residence District. The request for a variance from Section 1171.06(a)(3) of the Zoning Code, to allow an accessory structure to be constructed directly on a lot line. Current Use: Single Family Dwelling. Applicant: Steven Hicks. The applicant is requesting the Board review and approve a variance from Section 1171.06(a)(3) of the Zoning Code, to allow an accessory structure to be constructed directly on a lot line. This is a 3FT reduction from the 3FT for accessory buildings required by Section 1171.06(a)(3). This will allow the applicant to construct a replacement accessory building on an existing foundations. The site is an existing single family dwelling with a detached garage/barn on a platted lot. All adjacent lots are also in the R-3 zoning district. The existing home and all accessory buildings were originally constructed prior to the enacted of the Zoning Code. The lot was platted prior to the enactment of the currently Subdivision Regulations. Variances are requested from the section of the Zoning Code that regulations the location of accessory structures. Section 1171.06 prescribes the setbacks requirements for accessory buildings and structures in all zoning districts. The purpose of these requirements is to maintain adequate separation between structures and to prevent construction of accessory buildings or structures that are unreasonably large given the size of the main structure or lot. Basically you have "x" amount of land to maintain adequate separation between structures and prevent construction of accessory buildings that are unreasonably large given the size of the main structure. The applicant claims hardship based on narrowness of the existing lot. The minimum lot width in the R-3 zoning district under the Subdivision Regulations is currently 70FT. The existing lot is only 60FT. The setback requirements for accessory structures of Section 1171.06(a)(3) assume that all lots meet the minimum size. The applicant previously had an accessory building in this location, but due to safety considerations, it had to be removed. Mr. Hicks and his wife purchased this site a couple of years ago and have taken it through to do some repairs. Since the site is in the Historic District, the DRB also has to approve any exchanges to the exterior. You can see the conditions as they are now, and prior to Mr. Hicks purchasing the home. What happened is Mr. Hicks determined that accessory structure was unsafe and that he needed to pull it down, so he went ahead and pulled it down, and in order to reuse the same foundation, or roughly the same concrete pad, he was required to have the variance. If the structure was still there I would call this conforming.

Mr. Donovan: How did he build it in the first place?

Mr. Snowden: It was built years ago, probably prior to the Zoning Code going in place. He purchased the home. The Zoning Code went into place in 1955. Anything before that, you could have located structures pretty much wherever you want as long as it was not inside a public street. That is true of a lot of communities. In Columbus it is 1928. There were fire codes and things. Come talk to me if you want that history lesson. In this case, the structure was back there. Mr. Hicks made the determination that this thing is unsafe and he pulled it down. He is attempting to reconstruct the same structure on the same foundation. One of the main reasons that we have these setback requirements is to prevent neighbor conflicts. Although it is not a rationale to approve the variance, it is good that he is in communication with his neighbor. Staff has no concerns because accessory buildings of this type are typical of residential dwellings and the variance will not grant the applicant any special privileges regarding the overall lot coverage. He still has to meet the overall coverage of the lot and he is not in excess of that now and will not be with the proposed structure. Assuming approval of this variance, the applicant intends to reconstruct the accessory building, install a fence, and repair the existing barn. The applicant is aware that a certificate of appropriateness and a building permit will be required to complete the project, that is given the fact that it is the Historic District and the fact that his proposed accessory building is over 200SF. Mr. Hicks is in the construction industry. He is also on the DRB, so he will need to recuse himself from his own board. Mr. Hicks called me today to say that he had a family even and he is not here with us his evening. I recommend the Board should apply the standards for review of variances contained in Section 1147.05 of the Zoning Code and determine if the requested variance complies with those standards. Staff recommends approval of the application as submitted. I would be happy to answer any questions.

Chairman Rettke: Is there anyone here on his behalf?

Mr. Snowden: I do not believe so.

Mr. Armstead: So, the fence will butt up against that structure?

Mr. Snowden: Yes it will. The fence also will go down the property line there. Normally there is a setback from any public street. However, the way that alleys are defined in the Zoning Code, and I know this because I wrote the section to clarify it, that is going to be considered a side lot line. So the fence setback from like a front lot line is not going to apply. Again, one of the main things is we want to be context specific. This is very typical of how this type of property was originally developed back in the 1800's. This would probably look a little bit weird if it was on a platted lot in a suburban style neighborhood. But here, it works. He is also limited to 4FT for that fence, given the historic nature of the area. A 4FT split rail fence is a very typical fence type, split rail or picket.

Chairman Rettke: Any comments or concerns? As a surveyor, I will give my two cents. Hopefully he is aware that is on his property before he builds it. I will just ask Staff to pass that along that he is very confident in that location.

Mr. Snowden: Mr. Hicks is in the construction industry and I think he has a little more experience than your average homeowner.

Chairman Rettke: So, before he makes an investment and puts it 6/10's of an inch over the property line and has a bigger problem with his neighbor, that would be my only advice.

(Vote.)

Mr. Snowden: I will contact Mr. Hicks in writing and provide him the information. If memory serves me correctly, he is already scheduled for DRB next month, so if anyone has any interest in the case, just check out the DRB information and minutes.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Anthony Rettke, Chairman
SECONDER:	Richard Donovan, Vice Chairman
AYES:	Rettke, Donovan, Armstead
ABSENT:	Linder, Darling

3. **8301 E. Broad St.; Application #176438; Applicant: Kailen Akers; Business: Aldi, Inc.; Variance from Section 1175.05 of the Zoning Code of the City of Reynoldsburg, and Ordinance 45-06 of the City of Reynoldsburg, to Allow a Building Addition with a 10FT Rear Setback, and 13 Additional Parking Spaces Within a Parking Setback.**

Mr. Snowden: 8301 E. Broad Street - Aldi Grocery Store - Variance. Application: #176438- Variance. The property is located on the south side of E. Braod Street, east of Waggoner Road. Existing Zoning: CS Community Services District w/ Limited Overlay is the Zoning Distict. I think we are all pretty familiar with the Shoppes at East Broad at this point. This was a part of the previous phase of the Shoppes. The request is for a variance from Section 1175.05 of the Zoning Code and a provision of the limited overlay approved by Ordinance 45-06 of the City Council. Current Use: Retail Sales. Applicant: Kailen Akers. The applicant is requesting the Board review and approve a variance from Section 1175.05 of the Zoning Code and a provision of the limited overlay approved by Ordinance 45-06 of the City Council, to allow a building addition and expanded parking lot. The site is developed with an existing commercial building and related improvements. Neighboring uses include other commercial businesses in the CS Districts, including retails sales, an eating or drinking establishment and some auto service related uses. To the east, the property abuts a corporate headquarters and distribution center in the RI restricted industry district. To the south, the complex abuts agricultural property in Jefferson Township. To the north, the property is adjacent to a shopping center and multi-family housing complex across E. Broad Street in the City of Columbus. A variance is requested from Section 1175.05, and its referenced table, Table 1175.05, which prescribe the setbacks for non-dwelling uses in all zoning districts. The purpose of these requirements are to maintain adequate separation between structures so as to

Attachment: 2017-03-16 BZBA Minutes (1734 : Resolution Variance Appeal)

allow adequate air and light, reduce hazards from fire, and maintain uniform aesthetic appeal of all structures in the district. The applicant is also requesting that Board approved a variance from their limited overlay, contained in Ordinance 45-06 as approved by the City Council. A limited overlay is placed over a property when it is rezoned, and it is basically an agreement between the City and the property owner. The property owner, at their discretion, places additional restrictions on their own property that are acceptable to the City in order to allow the property to develop in a logical way. A lot of times they are used in situations where you have multiple uses on the site and you need a tool. The Zoning Code Regulations done address enough of the uniqueness about the site and how it is configured and additional regulations are required. The property owners use it, for example, to say their will never be adult uses on this property. In this case, the limited overlay prescribed a 25FT setback along the east side of the property for parking. The applicant is asking to reduce that to 15FT, in this case. The Limited Overlay also specifically named the Board of Zoning and Building Appeals and empowered them to grant variances from the overlay as if it was part of the zoning code. It is a little weird because it is not part of our main code. Building Setback - The applicant proposes to extend the existing commercial building to the south, and reduce the setback to 11FT from the required 30FT. Staff's concerns are minimal, as the property is immediately adjacent to the stormwater detention basin for the entire complex. This area is not developed and is not developable, so there is no danger that the addition will impede the provision of air and light, or that the buildings are too close together to constitute a fire hazard. I look at it as there is a setback, but it is within the same complex, so it is really not affecting anybody. It is really a technicality. This out lot is an individual parcel. The requested variance would reduce the setback for parking along the east edge of the property from 25FT to 15FT. Staff's concerns are minimal; the neighboring property is zoned RI Restricted Industry, which means the parking will not be moved closer to any existing dwellings. There is no minimum setback for parking areas from side lot lines in commercial and industrial districts that do not abut residential districts. So, the 25FT setback is something that is unique to the Limited Overlay. This variance will not reduce any of the landscape regulations of Chapter 1180. So, the applicant is still going to have to provide a landscape buffer. There is some natural vegetation there but some of that may have been thinned out. The applicant is going to need to screen that parking lot after they construct it. I will review that as part of their Minor Site Plan. The Board should apply the standards for review of variances contained in Section 1147.05 of the Zoning Code and determine if the requested variance complies with those standards. Staff recommends approval of the application as submitted. With that I will turn things back over to our chairman, and I would be happy to answer any questions.

Chairman Rettke: Anyone here to speak on this. Please state you name and address for the record.

Ms. Callos: Abby Callos. I work for MS Consultants, representing Aldi. We are located at 2221 Schrock Rd. Does everyone have the site plan that we had submitted?

Mr. Snowden: They receive it in their packets. So our proposal is to expand the building to the south about 22FT by 60 FT. This allows Aldi to get closer to their current standards for their store sizes. So, trying to meet the demand of the community for the product line. The building will remain 10FT or more from all the property lines at all the points. Expansion is necessary to increase the sale floor area footage to their current prototype size. Aldi needs this larger sales floor due to the growing line of products that they carry. This store is approximately 3000SF smaller than their current stores they are building. The expansion to the south results in the least impact to the properties and community. Aldi also has in writing from Loews and the limited that they are in compliance with our proposal here for the expansion of the parking lot.

Mr. Snowden: Ma'am, could you email those to me so that I could have them for the file.

Ms. Callos: yes. Aldi has those but I can have them forward them.

Mr. Snowden: Again, Gentlemen and Members of the Board, I do not recommend that be our deciding factor, but it is something I would like to have on file in case the question is ever raised. Ultimately, the Board has to make a decision as to whether the variance is reasonable and required in order to compete it or not. That is the decision of the Board. When we have neighbors making comments, I like to maintain record of that in case it is ever raised again.

Ms. Callos: That is the main reason for the addition to the south side and then the addition of the parking and expanding into the existing parking setback, it goes in correlation with the addition of the building. The building gets a little bit bigger and we don't want to expand into the existing parking lot and reduce the parking count and we would prefer to expand the parking lot to bring our parking count closer to Aldi's national standards. For a new build prototype, they prefer 95 parking spots and 85 as a minimum. Our proposed project would go from 73 parking spots to 87 parking spots which is much closer to their national standards for parking. I know that this store is fairly busy and we want to make sure that we are accommodating to the community and have enough parking for everyone, especially since the product line will be growing with the expansion of the store. I think that is pretty much the general spiel, so if you guys have any questions,.

Chairman Rettke: I have a couple of issues. Your parking says you are going 73 to 87 but I see a net addition of 12. Where are the other two spaces?

Ms. Callo: Currently I believe to the east portion of the building near the loading dock there is currently some striping there that we are going to turn into parking. I am not exactly sure of their reasoning when they built the store originally why that striping was needed. I think, as you can see, people are already parking over it.

Mr. Donovan: The trucks getting in and out of there.

Ms. Callo: We have done a truck turn and that is why to the north portion there is that large striped area. The trucks use that to turn.

Chairman Rettke: We are requesting a, 11FT setback from 30FT to 11, but the one corner is at 10FT 2IN. Don't you think we out to change that?

Mr. Snowden: It would be amended to 10FT. I apologize if I caught the wrong number there. It is not a straight property line, correct?

Chairman Rettke: No, so I think we need to change that. That is not going to be storage, that is going to be retail floor?

Ms. Callo: That portion will be storage and the existing sales floor will push into the existing storage area. There will be a lot of interior upgrades so that the spaces inside are going to change.

Mr. Donovan: They have all those freezers and coolers back there. It is going to be a lot of work.

Ms. Callo: It is going to be a lot of work. We are relocating all of that within the store so the interior of the store will look closer to a new build store where they have the cooler and freezer in the same.

Mr. Snowden: Mr. Chairman, if you look on your Agenda under Item 3, the official request for the variance, I worked with the applicant to write west 10FT. I must have just saw the 11FT when I was looking at the site plan and somehow that got into my brain. There is no reason to make any amendments. It is on the Agenda properly, so that is what the Board will officially be approving.

Chairman Rettke: So is it 13 or 14 spaces we are gaining?

Ms. Callo: So we will be gaining 13 spaces but there will only be 12 in the portion that is being expanded.

Chairman Rettke: I struggled with the math. I couldn't figure out where the other two were going, now it seems like we are only gaining one. Not that it makes a big deal. I just want it to be right.

Ms. Callo: I'm sorry, I don't have the existing site plan here with me to. We are adding 14 spaces, but only 12 spaces are in the existing parking setup.

Mr. Snowden: I think you are taking two from here.

Ms. Callo: Correct.

Mr. Snowden: Ultimately, just to be clear, they are going to have to apply for a Certificate of Appropriateness from DRB for the building architecture. What they are proposing is consistent, so DRB is probably not going to have any concerns as long as it is properly landscaped and they are not modifying too heavily what is back there. Secondly, they are going to have to apply for a Minor Site Plan which I will calculate. It's the minimum number of parking for that area. Ultimately if they want to be overparked for that to meet their national model, that is their choice, as long as they are not exceeding the overall paved surface requirements for the lot, which they are not going to be. Just so you know, if it is 89 or 87, the bottom line is does the Board think it is reasonable and necessary or not.

Chairman Rettke: I just want to make sure we are all in line.

Mr. Snowden: Absolutely. It was not a criticism of what you are doing, I just want to let you know what the other layer is.

Ms. Callo: It will remain open. There may be a few weeks of closed construction, but for the most part, Aldi likes to keep it open during construction as long as they possibly can. With this store, the interior layout is changing quite significantly. It might be closer to four to five weeks of closed construction. But, I would have to confirm that with the general contractor. He is still in negotiation.

Mr. Snowden: Get a hold of our Building Division as soon as you can. They can help coordinate.

Ms. Callo: We have, and as long as this gets approved here, we will be applying for a building permit and doing plan review as well.

Chairman Rettke: Any other discussions or comments?

(Vote.)

Mr. Snowden: Ma'am, the items are listed on page 14 of the Staff Report which will tell you what remains. To my knowledge, your team has already applied for a Certificate of Appropriateness and you now need to apply for a Minor Site Plan, which I can approve once the Certificate of Appropriateness for the architecture is approved, and then work with our Building Division. You can begin the building plan approval now, but you are not really going to be able to proceed until you have the DRB approval. Ok?

Ms. Callo: Ok. Great. Thank you.

Mr. Snowden: And, I will provide that to you in writing.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Anthony Rettke, Chairman
SECONDER:	D'Juan Armstead, Board Member
AYES:	Rettke, Donovan, Armstead
ABSENT:	Linder, Darling

4. **<u>6541 E. Main St.; Application # 176441; Applicant: Votem Ventures, Inc.; Special Exception Use Permit - Eating and Drinking Establishment.</u>**

Mr. Snowden: 6541 E. Main Street - Banquet Hall - Special Exception Use Permit. Application: #176441 - Special Exception Use Permit. The property is located on the south

Attachment: 2017-03-16 BZBA Minutes (1734 : Resolution Variance Appeal)

side of E. Main Street between Beeler Drive and Crest Street. Existing Zoning: CC Community Commerce / CCO Community Commercial Overlay District. The request is for a special exception use permit for a new eating and drinking establishment. Current Use: Vacant. Applicant: Votem Ventures, Inc. The applicant is requesting that the Board review and recommend approval of a special exception use permit for a new commercial banquet hall in an existing commercial building. The site is developed with an existing commercial building which is currently vacant. This is known to locals as the Cattle Club. We have looked at a couple of different uses that were special exceptions. All neighboring properties are zoned CC and within the Community Commercial Overlay District. To the east, the property is adjacent to a mobile home park in the MH Manufactured Housing District. To the south, the property abuts a single family home in the R-3 District. The existing site is currently vacant, but has supported a variety of commercial uses over the years. The proposed use is consistent with the neighboring uses. This is not an inappropriate use for E. Main St. The hours of the proposed banquet hall could be evenings or weekends and I would like the applicant to clarify because you could have some negative impact on the adjacent single family dwelling use. I would like some clarification from the applicant. Table 1179 of the Zoning Code requires one parking space for every 100SF of building area for this use. This would require the applicant to have 126 parking spaces assuming that the entire building, which is over 12,000SF, was used for this use. As you can tell from the site plan in your packet, only has 55 existing parking spaces. This is less than half of the Code requirement for this use. The applicant should clarify the exact area of the building to be utilized for this use, and Staff will provide a new parking calculation. I have had conversations with this applicant in which they indicated to me that they are not intending to use the entire building for this use, but I could not find that and I would like the applicant to clarify. The Board does have the power to reduce the parking requirements per Chapter 1179, but due to the heavy parking demand for this use, Staff suggests the Board do so with extreme caution. We are talking about something that has less than half the code requirements where the length of stay can exceed that of your normal in and out restaurant, and we need to be sensitive in this case. That is my main concern is the parking. The Board should apply the standards for review of special exceptions contained in Section 1145.09 of the Zoning Code and determine if the proposed special exception complies with those standards. With that, I am happy to turn things back over to our chair.

Chairman Rettke: Is the applicant here?

Mr. Snowden: I am not recognizing anyone associated with this applicant in the room. They were notified of the meeting.

Mr. Donovan: We should table it.

Mr. Snowden: That would probably be my recommendation in this case. Mr. Havener just pointed out that they did provide an interior drawing that showed some of what they called assembly space there. But my concerns has been that this has had a couple of different uses and the configuration has been changed a couple of times so I really would like to have a definitive answer from the applicant. There was existing, there was an office use, there was a church use that tried to move in. They got approved for their Special Exception but they didn't complete the process with their building permits. They did some modifications to the space. My point is to say that this one has been in flux and I really want to speak with the applicant more in depth and have them clarify exactly what they are doing.

Chairman Rettke: I concur. Any time we have done these banquet halls we have had discussions with the applicant to determine the hours of use and extent, whether they are outside and the volume of people.

Mr. Snowden: Mr. Chairman, and other Members of the Board, the concern with this banquet hall use is that this can kind of turn into a private night club, and I am not saying this is the case with this applicant, but there have been cases where these things are approved as a private banquet hall but then they ended up getting rented out to the same person every weekend. At a certain point it is not a banquet hall anymore, it is a nightclub, and that is a different use and has different considerations and so forth. That is why I am being a little more cautious then I would be under normal circumstances.

Chairman Rettke: Based on the applicant not being here, I think it is wise to table that.

(Vote.)

Mr. Snowden: I will contact the applicant, provide them the feedback, and the information the Board requested, as well as staff, and see if we can get that clarified for our April meeting.

RESULT:	**TABLED [UNANIMOUS]**	**Next: 4/20/2017 6:30 PM**
MOVER:	Anthony Rettke, Chairman	
SECONDER:	Richard Donovan, Vice Chairman	
AYES:	Rettke, Donovan, Armstead	
ABSENT:	Linder, Darling	

5. **955 Lancaster Ave.; Application #176520; Applicant: Chuck Kirk; Business: Summer Rays, Inc.; Variance from Section 1179.03 and Table 1179 of the Zoning Code of the City of Reynoldsburg, to Allow Removal of a Required Enclosed Parking Space.**

Mr. Snowden: 955 Lancaster Avenue - Single-family Dwelling - Variance. Application: #176520 - Variance. The property is located on the west side of Lancaster Avenue just north of Warwick Avenue. Existing Zoning: R-3 Single-family Residence District. The request for a variance from Sections 1179.03 and Table 1179 of the Zoning Code, to allow removal of a required enclosed parking space. Current Use: Single Family Dwelling. The applicant is requesting the Board review and approve a variance from Section 1179.03 and Table 1179 of the Zoning Code, to allow removal of a required enclosed parking space in an existing single family dwelling. This will allow this garage to be converted to living space. The site is an existing single family dwelling with an attached single car garage. All adjacent lots are also in the R-3 zoning district. The existing building and lot appear to meet all the requirements of the Zoning Code for that district. STAFF REVIEW - Regulation Intent - Variances are requested from two separate but related sections of the Zoning Code. Section

Attachment: 2017-03-16 BZBA Minutes (1734 : Resolution Variance Appeal)

1179.03 and Table 1179 prescribe the required parking spaces for all uses, and outline procedures for the Board to make determinations about parking in unusual circumstances. The intent of the regulation is to ensure that property owners is responsible for providing adequate parking for uses on their property so as to insure that adjacent public streets are not overburdened. This case was referred to the Planning & Zoning Division from the Code Compliance Division. A Code Compliance Officer observed the modification of the existing garage and confirmed that a zoning certificate and building permit were required. The property owner was notified to apply for the variance in order to conform the property. In the event the variance is denied by the Board, Staff will continue enforcement of the provision of Chapter 1155 of the Zoning Code. The applicant would have the right to appeal the denial of the variance to City Council. Non-conformance - Table 1179 requires two enclosed spaces for new single family dwellings. This property has only one enclosed space, and is considered a non-conforming structure under the provisions of Chapter 1159. That chapter states that non-conformance cannot be increased. So basically, in layman's terms, if you have something that is non-conforming to the current code, it may continue to exist. I, as you Planning and Zoning Administrator, can not order it to comply with the new code, but it can not be reduced in its conformance. The non-conformance may not be increased. For example, in this case, I can not force the applicant to go to two parking spaces, but the applicant can not reduce by removing the one enclosed space because two are required. Therefore, a variance is required to proceed, in this case. The applicant has provided a statement of hardship, but the statement does not address the requirements of the Code. The applicant’s claim of hardship is based on their desire to complete the project. The applicant has also made the claim that other homes in the area or in the same zoning district have converted enclosed garages to living spaces. That is accurate. Staff’s review of the Zoning Code indicates that the requirement for parking for single family dwellings between approximately 1955 and 1999 was one space per dwelling. That was the Code requirement. Any conversions made prior to enactment of a Zoning Code revision in September of 1999 would not have required a variance. So, if you bought your Huber home in 1960 and converted the garage in 1970, based on all of my research, that did not require a variance. Staff has visited the site, and determined that the property has at least 3 unenclosed parking spaces in addition to the one enclosed space. This exceeds the current requirements of Table 1179. In the table in front of you, on page 20, I have provided the information. Unenclosed spaces - code requires two, existing at the site, approximately three. Enclosed spaces - current code requires two, existing at the site is one. We are looking at the variance and confirming that the work was done. Four spaces are present and a total of four were required. So basically, what I am getting at here is I can support the variance assuming that we still have a total of four parking spaces on the site, given the code requirement to have at least four, two enclosed and two unenclosed spaces. The Board should apply the standards for review of variances contained in Section 1147.05 of the Zoning Code and determine if the requested variance complies with those standards. If the Board determines that the applicant has met those standards, Staff recommends the following conditions: That the applicant shall provide at least 4 total parking spaces on the site, and shall provide a plot plan dimensioning the existing unenclosed parking spaces, so the Planning & Zoning Administrator can determine if additional unenclosed parking spaces are required. I need the parking spaces dimension. Right now, the conditions are that there was gravel at one point, which is not a permitted material for residential driveways. So, you can see here from the photo in front of you that you sort of have two here, maybe two here. I am going to need those dimensions based on the size requirements that are contained in the Zoning Code. That the applicant shall be required to provide additional unenclosed spaces to meet the requirements of Item #1 if the Planning & Zoning Administrator determines that the existing unenclosed spaces are not adequate to meet those requirements. So for example, if the Zoning Code says based on the size requirements, if I measure this and this says we have three parking spaces here, the applicant is going to have to provide additional unenclosed parking spaces. That is my recommendation for the condition until we get to a total of four that are required under Item number 1. All paved areas utilized for parking, including any additional parking areas installed under Items #1 and #2, shall be installed and maintained in compliance with the requirements of Chapter 1179 and of the Property Maintenance Code, to the satisfaction of the Planning & Zoning Administrator. Clearly you can see this is not in great condition here. You have gravel that has been here, and gravel back here. If we are going to allow this variance, my recommendation is that we have got to get this cut up stuff and I need to be able to measure that out and view it. 4. The applicant shall apply exterior materials to the proposed converted garage that are consistent with the color and materials of the existing structure, to the satisfaction of the Planning & Zoning Administrator. I thought I had a photo of this property. Here you can see the garage. Basically what has happened is the garage door was removed, framed out, and a cedar shake siding system was placed that is different than the exterior of the rest of the home. As a condition of this, I would recommend if the Board chose to approve it that they require the applicant to utilize the same material so that we at least have some architectural consistency here. 5. That in addition to the requirements of Section 1147.07, which states that variances are good for a year, this variance shall be considered void if the applicant fails to secure a building permit or otherwise meet the requirements of the Building Code to the satisfaction of the Chief Building Official within the time period specified in that Section. Basically, as far as we can tell right now, a building permit is going to be required. Our Chief Building Official may make a determination that is not necessary, ultimately that is his decision based on the Code. What I am saying is the Chief Building Official requirements must be satisfies within the year that the variance is approved in order for this to be considered acceptable. That is also a condition I am recommending if the Board chooses to approve. With that, I am going to turn things back over to our Chairman, and I am here to answer any questions.

Chairman Rettke: I am sure there will be some. Does the applicant have a representative here? Please state you name and address for the record.

Mr. Kirk: I am Chuck Kirk, Tanya Terrace,

Chairman Rettke: So I am guessing you have already started construction of the garage enclosure?

Mr. Kirk: Yeah, I moved to Reynoldsburg in 1998. So, when I got here roughly almost 20 years ago, you know, meet neighbors, talk to people, I have got three high school graduates and three college graduates and two now at Wagonner Middle School now in 5th grade. At any rate, I have 25 houses in the City. So, whenever I go down Lancaster Ave., one of the things that I liked about that house when I bought it in, I think I bought that one in 2006 because I bought the little Rev Studio on Main Street which started the onset of all of this happening back in 2005. So, it was like one of the next houses that I bought next to the one on Main St. At any rate, the garage, when I bought the house, yes, the gravel, it had a nice gravel lot off to the side. It was in proportion from the garage start to the end of the house. There is additional parking for two on the left as well so it was a nice big kinda square, and then the driveway was just the driveway. That all was already there. It was an attractive look because there is a creek that sits on, and JFK Park which is behind there. It is a pretty lot. It is almost a half acre. The house next door is kinda, there is a big lot between us, and as you can see, there is plenty of open space which makes that property gorgeous. One of the things I bought it for over 11 years ago, I was going to finish that garage. It was not a garage at all. That was a little heated space. The guy that owned it, it was a foreclosure. Look at my drawing, it is only 15FT long inside. So they have already, from the back of the house, pulled that garage short, if that makes sense. I do not know what the original dimensions are. I could not go back that far. It is not a new house. It has been on Lancaster for a number of years. But it has already been cut short 10FT. It was kinda used for like bicycles or go carts, or something like that. It was clearly not a garage at all. You guys have been around for a long time. We have been through five or six building officials since '05. You know what I mean? And so, I have gotten different versions of how to take a garage door down and turn it into part of the house. That is what I put into my report. You can drive all over Reynoldsburg. There are millions of different designs on how they took that garage door down and exited the house. My goal, and I stopped so it is hard to see what the vision I really have for that house was, I want to take the iron railings off of the front. I want to go with two round columns. The new fiber glass columns for the front. I want to get a new front door on there. What I was doing was cedar shaking the front. So, leaving the sides and the rear, the T-111, the original siding, the historical look. I want to get a new front door on there. What I was doing was cedar shaking the front. So, leaving the sides and the rear the T-111. I wanted to maintain some of the look of the house. But, I wanted to accent the front with cedar shake, which is not an uncommon look with T-111 on the sides. I was going to accent with two columns and also we are going to match those two columns to the rear porch where it goes out to the creek. There is a patio out back there with a 10 x 10 sitting room and then a 10 x 10 porch. I assume older folks may have owned it because of the way that it looked. They could sit inside or outside because it is almost identical, 10 x 10 in and 10 x 10 out. So, that was my goal. I got a call that hey, you need to pull a permit for that. I have never heard that in my life. We are not changing the structure. I am not cutting into the house. I am not doing anything other then me taking a door down and turning it into a window. It is the thing I have seen down here for almost 20 years. He said, well I am the new building official and I want a permit. So I go in and basically, so when I get watched and followed around and talked about as you may know. So I go in and see Eric and Eric says this needs a variance as well. For what, it is a half acre lot, it is a 15FT by maybe 7 space. You know what I mean, it is not even usable as a garage and I have already been compensated before I even bought it. There is gravel off to the side. There is an abundance of parking. You can have two to the side of that garage and you can have two facing the neighbors house. So, there are at least 4 - 5 parking spots. I apologize. I was not trying to do anything that anybody would do. You know, busy with kids, busy with other residents talking to other people, and just being busy with life. Twenty-five houses, I thought I would cedar shake the front, accent it with some columns, put a brand new nice stainless steel door on the front. Make driving down Lancaster look pretty. Accent the creek so the residents that I have in there could be comfortable, feel better. A little bigger ranch, a little more livable space. And make the ranch a little prettier than that little garage door. You know what I mean? That was my mindset. So, here I am. I hope you guys will stand behind me on my new look.

Chairman Rettke: Caught me off guard. I did not realize there was a requirement for a garage.

Mr. Kirk: I was totally flabbergasted myself.

Mr. Donovan: That has been in effect since the 80's.

Mr. Kirk: If you had told me that, I would have probably called you a liar.

Mr. Donovan: Back in where the apartments are, Bell Homes wanted to build a bunch of homes in there and they wanted to just put them up there with no garages and we said no. We said you have to have a garage or you are not building them. That was in the 80's.

Mr. Kirk: I was just trying to make a nice flowing ranch across there. It was not really ever a garage, like I said. If you look at the Auditor's Report, it will show you that the 10FT is already a part of the house.

Chairman Rettke: What is in the 10FT where the garage would extend into?

Mr. Kirk: It is a nice little carpeted desk area. Like a little office desk.

Mr. Donovan: How many people live in this building? Is there a family in there?

Mr. Kirk: No, I am a 501(c)3. I help people that have overcome a drug and alcohol and drug addiction. I call that my retirement ranch for a lack of a better word because I have about 5.

Mr. Donovan: How can you be in charity if you are renting places for profit?

Mr. Kirk: It is part of our residential program. It is an extension of treatment. I am a 501(c)3.

Mr. Donovan: That is a charity.

Mr. Kirk: Correct.

Mr. Donovan: I can understand being a non-profit, but not a charity.

Mr. Kirk: I have five guys that are in there that are leaving treatment centers and such. We call it our retirement ranch because they are older because we do not have them in some of the houses with steps and stuff like that. We started this project in roughly 2008. I felt a guy that graduated law school, barber school, cosmetology. We are trying to defy the odds. Ohio is number 1 in the nation for overdoses. We are losing a 19 -27 year old every three hours. That is what keeps me busy the most, fighting that battle. We have a lot of young folks that we are helping overcome that. You know Reynoldsburg is the City of Respect. If you want to change then we will get the hell out. That is the bottom line. My kids graduated here. My daughter was valedictorian last year. She got her scholarship to Capital. I have another daughter who is graduating Kent this year as a senior in the fashion program. You guys may know my son Jeremy Kirk. He is at every high school game. He is the kid with Down Syndrome. I am just trying to improve the City and keep it beautiful. I love Reynoldsburg and I just take one house at a time when I can get to it and I try to make it as nice as I can. I started with a little house on Main St., 7480, a little butterscotch and maroon one and it at least triggered a lot of exposure. Today when you drive down through there you can feel a little more confident about how it looks. I don't know what he meant by the materials. Cedar is on the side so I picked cedar shake on purpose just to accent the front, and I want to take it all the way across. It looks a little hodge podge right now but I didn't want to do anything further against what I was allowed to do. You know what I mean?

Mr. Snowden: What I am saying is, if the Board chose to approve it, I am recommending that they put the condition on there that you have to complete that. I am not saying I do not like the material choice.

Mr. Kirk: I thought you wanted me to put T-111.

Mr. Snowden: No. You could choose to do that if you wanted to, but what I am saying is, whatever material you put across the front, be consistent, and you will have a year to review that if the Board chooses to approve it and put that condition on it. I am trying to give them conditions that are going to make them feel comfortable doing something that frankly they really shouldn't necessarily do based only on the regulations of the Code. Not based on any particular person, just based on what he regulations say.

Mr. Kirk: You guys will love it when it is done. It is like the studio. When I get done it comes out pretty nice. I think I am going to lighten up that green too.

Mr. Armstead: As far as the garage door, what do you have planned as a replacement?

Chairman Rettke: It is already done.

Mr. Kirk: I have a vinyl window in there with a nice little arched top.

Mr. Snowden: I apologize, I do not have a photo of it. Basically he door was removed, and the wall was framed there.

Mr. Armstead: How big of a window? Is it just one panel?

Mr. Snowden: It is like a picture window, isn't it?

Mr. Kirk: It would be like a picture with a little bit of an arched top. It is very appropriate. It is size proportionate. It is not huge. It is white framed.

Chairman Rettke: The in fill was cedar shakes, and then T-111 green.

Mr. Snowden: This window replacement is still present.

Chairman Rettke: Yeah, you still have a window there.

Mr. Kirk: Yeah, I left everything. I just took the door down and put that picture style window in.

Chairman Rettke: You learn something new every meeting. I did not know you had to have a minimum of two.

Mr. Snowden: Correct.

Chairman Rettke: I can see why.

Mr. Kirk: With the openness of that lawn, when there are a couple of cars you barely notice it. Doesn't the City actually have access right there?

Mr. Snowden: It does. There is a lot that is owned by the City. At one time it was thought, maybe in the 50's or 60's, that someday they would build a bridge and connect over to Lancaster Ave., but they never did. The City retains the land.

Mr. Kirk: That is why that space is so wide on the side, the city actually owns.

Mr. Snowden: It is about a 40FT lot.

Mr. Kirk: It is nice and open.

Mr. Armstead: My comment would be, make sure you have the appropriate space, as far as the four spots.

Chairman Rettke: Do you have any intention of paving that?

Mr. Snowden: I want to just clarify in layman's terms exactly what I am saying by those conditions. It looks to me that we have about three spots there but just because of the nature of gravel, and the materials and so forth, they tend to migrate and if they are not maintained, they tend to go away. So, what I am saying is that I think that if Chuck can go into his files, give me his plot plan, not an aerial photograph but the plot plan from when you bought the thing, it will show us the dimensions of that paved area, and I will be able to sit down, look at it, and say that Chuck has four unenclosed spaces there, so he is still meeting the overall number of spaces for single family and we are good.

Mr. Kirk: I think it would look better paved, I just don't know exactly when I can do it.

Mr. Snowden: What I am saying is I would make that determination because the Code gives a specific requirement for what a parking space is. The parking space is 18FT deep and 9FT wide. Now for residential, they can be stacked. For everyone else they can't be stacked. What I am saying to you is the driveway could be two spaces and this could be two spaces. I have to have that on the plot plan laid our with the dimensions. What I am saying is that in the event that those dimensions don't quite meet that, you are going to have to pave the remainder of it, is what I am saying. What I am saying is we are not going to use the gravel to meet the requirements of this. You are asking the City to bend a requirement of the Zoning Code for you, which is the unenclosed spaces need to be paved. That is all I am saying.

Mr. Kirk: Ok.

Mr. Snowden: Again, Chuck you have a year to do it. It is not like you have to do it in 30 days.

Mr. Kirk: That is doable if I have a year. I will get it done this summer.

Mr. Snowden: I really think if you get the mortgage survey, and you sit down and detail it out.

Mr. Kirk: I am almost certain, 9 x 18 is 36FT. That driveway I am pretty sure is over 36FT.

Mr. Snowden: Unfortunately, in my world, I can't simply take your word for it. I have to have the mortgage survey laid out. That is the point of going through all of that. The main reason that I am asking in that big of detail, in the event that someone were to make that request of the City, to show them why this was approved, I can provide your plot plan with the dimensions of the parking and say he is meeting four spaces for single family.

Mr. Kirk: It would actually look nice if I kinda cut that off to the left a little bit a brought more of a little curve to it and put the four and then use two in the driveway.

Mr. Snowden: There is more than one way that you could configure it, but what I am telling you is we have got to have four spaces here. I think that is reasonable given the fact that you are asking the City to waive this requirement for you to have it enclosed.

Mr. Kirk: I appreciate that, as long as I have the summer to do it.

Mr. Snowden: You have up to a year to complete the process.

Mr. Kirk: I can do that.

Chairman Rettke: So items one thru three basically deal with the driveway. Four he has already admitted he is going to cedar shake the whole front of the house. Five was...

Mr. Snowden: Mr. Rettke, the reason I am making that suggestion number five is because the Zoning Code says you would have a year to get the Zoning Certificate for the project. What I am saying is given the fact that work has already been done, and based on Mr. Pazke's cursory review of the situation, it does require a building permit. Now he may get into further discussions with Chuck and it is completely within the purview of the Building Codes that we are required to follow here. And, in addition to 1147.07 that says you must have a zoning certificate, I am saying he must have a building permit or completed the Building Department's requirements to the satisfaction of our CBO. I am just adding that to that same requirement. He would have a year to do it per that section.

Chairman Rettke: Do you understand all of that?

Mr. Kirk: Yeah, yes.

Mr. Snowden: If you come in and john says you are fine, then that is fine. If he says you have to get a building permit, you have a year to get a building permit. I understand that. You have been waiting on us to approve the variance, but that is part of the process.

Chairman Rettke: Any other discussion or comments?

Mr. Snowden: Mr. Rettke, in the event that you wanted to make a motion and you didn't want to read those items out, what you could do is say that the motion is based on the conditions 1 - 5 listed in the Staff Report.

Chairman Rettke: I move for approval of Item D, 5. With the conditions outlined in the Staff Report marked as 1 - 5 be adhered to.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Anthony Rettke, Chairman
SECONDER:	D'Juan Armstead, Board Member
AYES:	Rettke, Donovan, Armstead
ABSENT:	Linder, Darling

6. **1024 Tiffany Dr.; Application #176558; Applicants: Dennis Cole and Kimberly Cole; Variance from Section 1175.03 of the Zoning Code of the City of Reynoldsburg to Allow a Building Addition with a 6FT Setback from a Side Lotline.**

Mr. Snowden: 1024 Tiffany Drive - Single-family Dwelling - Variance. Application: #176558 - Variance. Location: Property is located on the northeast side of Tiffany Drive, just east of Matterhorn Drive. Existing Zoning: R-3 Single-family Residence District. The request is for a variance from Sections 1175.03 of the Zoning Code, to allow a building addition with a 6FT setback from a side lotline. Current Use: Single Family Dwelling. Applicant: Dennis & Kimberly Cole. The applicant is requesting the Board review and approve a variance from Section 1175.03 of the Zoning Code, to allow a building addition from a 6FT setback from a side lotline. This is a 2FT reduction from the 8FT required by Section 1175.03 and Table 1175.03. The site is an existing single family dwelling with an attached two car garage on a platted lot. All adjacent lots are also in the R-3 zoning district. The existing building and lot appear to meet all the requirements of the Zoning Code for that district. Variances are requested from two separate but related sections of the Zoning Code. Section 1175.03 and its referenced table, Table 1175.03, prescribe the setbacks and lot coverage requirements for dwellings in various zoning districts. The purpose of these requirements is to maintain adequate separation between structures so as to allow adequate air and light, reduce hazards from fire, and maintain uniform aesthetic appeal of all structures in the district. The applicant claims hardship based on the physical disability of a family member. The applicant needs to add a 12FT building addition to accommodate an additional garage bay. The applicant has a two car enclosed garage here, and they are proposing to add an enclosed garage in this location on the property. The extra wide garage is required to accommodate an accessible van. Staff's concerns are minimal. The reduction of the setback by two feet does not significantly affect the provision of air and light nor increase the fire hazard in a significant way. Since garages are permitted in residential districts, the proposed variance would not provide any special privilege for this property. So, in this case, the person wants to add more enclosed garage space than they are required in their zoning code, unlike our last application. But basically, they are proposing to add on to the building here. They are not able to add on to the front because that would be encroaching on the front setback, and it would be disturbing the setbacks for all the properties down here. With that, I recommend the Board apply the standards for review of variances contained in Section 1147.05 of the Zoning Code and determine if the requested variance complies with those standards. Staff recommends approval of the application as submitted. I would be happy to answer any questions of the Board.

Chairman Rettke: Would the applicant please come up and state your name and address for the record?

Ms. Cole: Kimberly Cole, Tiffany Dr.

Mr. Snowden: Ms. Cole, you can do a better job than I can. Why don't you tell the members of the Board specifically how you need to operate there and why it is 12FT wide and all that good stuff that you told me in our conversation.

Ms. Cole: Our current garage, as you stated, is considered a two car garage, however with having a mini van you have to have access for the doors to open up wide. We have a portable ramp to use for me transitioning, and outside of the house. Plus we have adaptive equipment that she uses, a bike and numerous other things. So, it really takes up and doesn't allow for a two car garage. Adding on to the existing part of the house, will give my husband some garage space. We are going to put two garage doors on. One in the front and one in the back, which will give us access to the back of the property if need be for anything. The front of the property will be the closest point as we are on a pie shaped lot. The further back we go, the further we get away from our neighbors. We were previously here in 2014 and was approved. However, once I contacted our builder, he declined that he could not commit, so that left us having to go back and re-interview builders to try to find a good contractor. He was out of the Mt. Vernon area. Actually, as a matter of fact, we have spoken to him trying to find other builders because we have seen his work and he actually took up truck driving to make money. That is what he is doing. Our current builder that we are going to be working with is with Mr. Woodell, Woodell Builders. And, he would be the one doing the construction of the garage.

Mr. Donovan: How are you going to access this garage. Is it just from the outside?

Ms. Cole: Yeah, there will be no man door. Her bedroom is there. He master bedroom is there. That would then be a fire wall. She has a window there and we are actually going to enclose that.

Mr. Donovan: If you have a wall there and it is a garage, I would think you could open it.

Ms. Cole: We have a closet there. The master bedroom and her bedroom, actually. So there is really no way. When you are talking about the appearance, making it look uniform, our goal, and actually I talked to the guy that put the brick on, so we are trying to match the brick so that the brick would match the front of the house. If not the other. We are going to put new siding on the other three walls. Anyhow, we have learned a lot about construction and matching brick and re-cosmetic. We really just want to match the brick on the front. It is hard when you have brick that is 15 years old and they don't manufacture that pattern anymore, get a lighter brick and then paint the pattern on. And that person does not do any of it.

Mr. Armstead: Will they have to get a building permit?

Mr. Snowden: There is going to be an accessory structure over 200SF that would be exempt from the Building Code, but then there is a setback for the accessory structure. A lot of folks on these, what we call pie shaped lots, have challenges with this because as you are going back the property is getting wider. This a pretty typical request. And, as I tell the Board all the time, our question is are we being reasonable. This is something that comes up a lot because of the way these lots are configured. The overall frontage there on that curve is forty some odd feet.

Mr. Donovan: I think with your garage door, and stuff like that, your brick will be minimal on the front. Did you manage to match the other garage door with the new one?

Ms. Cole: Well, we are trying to match that. We didn't do that brick. The brick was already done. The woman that previously owned the house had one brick pattern up and did not like it and had them take it off, and then put that pattern up. We have heard the history of the house with the brick on the front. I talked to Larry Bucilla about a week and a half ago and asked him if he could recall where he got the brick from. I have been to all the masons.

Mr. Donovan: I know a guy that does brick work. I will give him a call.

Mr. Snowden: Gentlemen, the bottom line here is, is there a way to accommodate this size of garage being placed on here without the variance? And again, my position is sorta no. If the Board had any concerns about materials, the Board would be welcome to enact a condition as we did on a similar. The reason we did, I just want to be clear on my reason, the reason I was being slightly more persnickety with our last applicant is because some of the work is already done. And, I need it to be consistent with what is there and follow the process and so forth, but in this case, approval of the variance as Ms. Cole has stated, and the last time they were not even able to move on because of other reasons. Just to be clear, you have up to a year from the approval to move forward. If you contacted me, if you weren't able to move forward, myself or the Board can grant some additional time, up to an additional six months. I have to look at the code specifically. Don't let that time run out this time if it gets approved.

Ms. Cole: It really was heartbreaking.

Mr. Snowden: My final comment would just be that I think that granting the variance and having this be something that is attached and integrated with the overall structure is going to be superior in its look and design. Trying to attach something that does not really work, or trying to put an accessory structure or detached garage at the back and have to get a variance for that because it is too close or too big, and that sort of thing.

Chairman Rettke: A 12FT door is not typical, right? That will be a nice size little garage there.

Mr. Snowden: Have you talked to your neighbor?

Ms. Cole: I haven't but they did not seem to mind.

Mr. Snowden: Ultimately that is not a consideration that the Board is allowed to make, but I just want to know whether my phone is going to blow up if it gets approved.

Ms. Cole: No, we approached them when they first moved in.

Mr. Snowden: As I tell people all the time, it is possible to be in compliance with all of our city regulations and still not be a nice person. So, I always encourage people if they haven't at least talked to their neighbor to do so.

Ms. Cole: Actually we have made them quite aware.

(Vote.)

Mr. Snowden: Ms. Cole, if you look on the very last page of the staff report, page 24, those are the remaining steps you will need to complete to complete the project. I will provide that to you in a letter that I will write and mail to you address. And, you will have up top a year to apply for the Building and Zoning Permits to move forward with the project. If you are getting close to your time, call me because there is a possibility to get additional time as long as you move forward and are making an effort to move forward. Thank you and have a great evening.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Anthony Rettke, Chairman
SECONDER:	Richard Donovan, Vice Chairman
AYES:	Rettke, Donovan, Armstead
ABSENT:	Linder, Darling

E. OTHER BUSINESS

1. Proposed Updates to the Rules of the Board of Zoning and Building Appeals

Mr. Snowden: As you recall from the last meeting, there were some Rules updates that were mainly procedural and had to do with titles, and under Section 4.1 the Secretary is elected as well. That is per the City Charter. The Planning Commission was working on some Rules updates that reflect these so i went ahead and suggested these to the Board. You should have received and have these in front of you, and email copy, and a set where the changes are highlighted in yellow. If you ahve any questions about hem, I would be happy to answer. If the Board approves them, they are eligible for approval tonight, because they were noticed to the Board at the last meeting. Mr. Rettke has a copy of page number four and if they are approved, Mr. Rettke please sign them before you exit the building, and Mr. Donovan you too as the Vice Chairman. I will be posting those to the City website. That is something we have not done before but it is good because we want to be as transparent in all of our processes as we can be. With that, I would be happy to answer any questions. Otherwise I would just request you approval of the changes as they were submitted to you.

Chairman Rettke: It is just clarifying Eric's title and one typo.

(Vote.)

Mr. Snowden: Very well if I can just get that from you I will scan and post to the website.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Anthony Rettke, Chairman
SECONDER:	D'Juan Armstead, Board Member
AYES:	Rettke, Donovan, Armstead
ABSENT:	Linder, Darling

F. ADJOURNMENT

Chairman

Eric Snowden
Planning and Zoning Administrator

Clerk of Council
April Beggerow
7232 E. Main Street
Reynoldsburg OHIO 43068
614-322-6836 Phone

ORDINANCE REQUEST

DATE: **June 12, 2017**

TO: **Finance Committee**

RE: ORDINANCE REPEALING AND REPLACING ORDINANCE NO. 39-17 PASSED May 8, 2017 AND DECLARING AN EMERGENCY.

Emergency/Suspension: Emergency

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

Statement of necessity: Emergency requested so that agreement may be executed with the correct vendor.

Ordinance 39-17 was adopted on May 8, 2017 and the vendor named on that ordinance is not the vendor that will be performing the installation. Request legislation be repealed/replaced to reflect the correct vendor. Correct Vendor Contract is attached as well as the current Ordinance 39-17 that needs to be repealed.

ORDINANCE NO. 39-17 PASSED: May 8, 2017

ORDINANCE AUTHORIZING MAYOR TO PURCHASE ONE BOOSTER VARIABLE SPEED PUMPING SYSTEM; APPROPRIATING THE FUNDS THEREFORE; AND DECLARING AN EMERGENCY.

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

SECTION 1. That the Mayor be and is hereby authorized and directed to enter into an agreement with Watertronics, a Lindsay Corporation, 525 E. Industrial Drive, Hartland, WI, 53029 in the amount of $26,355.00 for the purchase of the pumping system.

SECTION 2. That an amount of $26,355.00 in the unappropriated General Fund be and is hereby appropriated to Account 110.448.5367 "Service Department- Streetscape Maintenance"

SECTION 3. That pursuant to CRC Section 8.04(c) competitive bidding is hereby suspended.

SECTION 4. That this ordinance is deemed to be an emergency measure necessary for the financial needs of the City, and further to replace the current defective pump, deadline; wherefore upon adoption by Council this ordinance shall be in effect immediately upon 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. 39-17 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: __________ Published: _____________

PROPUMP & CONTROLS INC

6810 Enterprise Drive
Delta, OH 43515
Office 800-426-0370
Fax 567-454-5117
www.propumpservice.com

March 6, 2017

Quotation # 3564

City of Reynoldsburg

WATERMAX 5000 SERIES PROPOSAL
Booster Variable Speed Pumping System

STATION PERFORMANCE:	**200 GPM @ 15 PSI Boost**	**Dynamic Inlet Pressure = 45 PSI**
POWER REQUIREMENT:	**Power shall be 230 volt, 1 phase, 60 hertz.**	

MODEL DESCRIPTION: WMBV-5000-2-7.5-230-1-200-15

Project Scope: Prefabricated, self-contained enclosed Variable speed (VFD) **7.5 HP** horizontal centrifugal pump station with piping, valves, enclosure and base painted (**sandstone**). Controls will be an operator interface with software programming written specifically for this project. A formed and reinforced base platform and enclosure with lockable lid contains all manifolding, pumps, motors and control panels (disconnect mounted externally) to provide an integral unit ready for easy installation, anchored to a concrete pad.

STANDARD CONTROLS & EQUIPMENT INCLUDE:

- External mounted NEMA 3R main disconnect panel
- U.L listed control panel
- Multi-line operator interface display featuring:
  - Flow readout
  - Pressure readout
  - Flow totalizer
  - Elapsed run time display
- Alarm conditions with safety shutdown:
  - Low discharge pressure shutdown
  - High discharge pressure shutdown
  - VFD fault shutdown
  - High pump temperature shutdown
- Overload, single phase, phase imbalance/low voltage protection
- Surge protection for main station and solid state controls
- Variable Frequency Drive pressure regulation
- Pressure start
- Hand/off/auto selector switch
- Stainless steel pressure transducer
- **Data Industrial 220B flow sensor mounted inside enclosure**
- **1 ea. 7.5 HP, 3600 RPM horizontal centrifugal pump and EISA compliant ODP motor. Pump to be cast iron with a bronze impeller and mechanical seal.**
- Silicone filled pressure gauges with isolation valve on suction and discharge piping
- Station discharge isolation valve
- Force fan air cooled ventilated 14 gauge steel pump station enclosure and steel base painted with

Attachment: ProPump Controls (1789 : Repeal/Replace Ord. 39-17)

lockable access cover
- Baked and cured two part polyurethane ultraviolet insensitive paint
- Factory certified dynamic run testing of pump station up to full flow and pressure prior to shipment
- One operator and maintenance manual
- One year limited warranty on mechanical and electrical components
- Access to Watertronics customer service technical phone support, technicians on call 24/7
- Access to Watertronics factory authorized service technician
- **Dead front external disconnect panel**
- **Flow start**
- **Custom dogleg piping for suction and discharge**

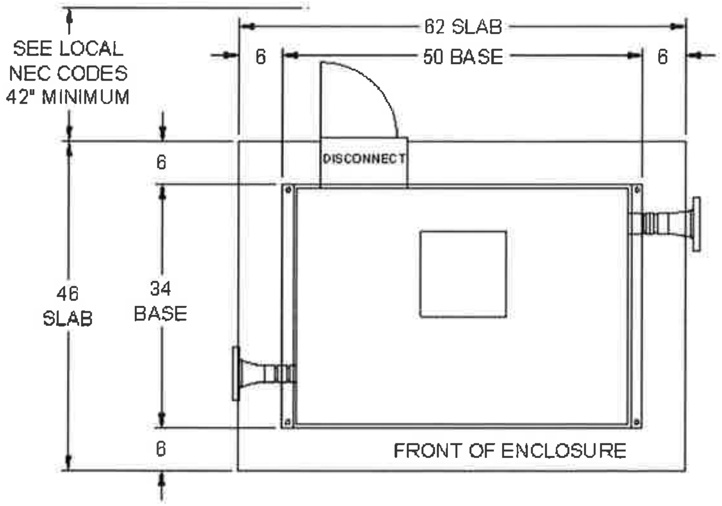
PUMP STATION PRICE (INCLUDES ALL ABOVE):	**$21,075.00**
Connection to source and discharge piping	Not Included
Electrical work	Not Included
Start-Up and User Training	Included
Crane To Off-Load and Set Pump Station	Included
Sales Tax	Not Included
Domestic US Freight from Factory to Job Site: FOB Factory	**Included**

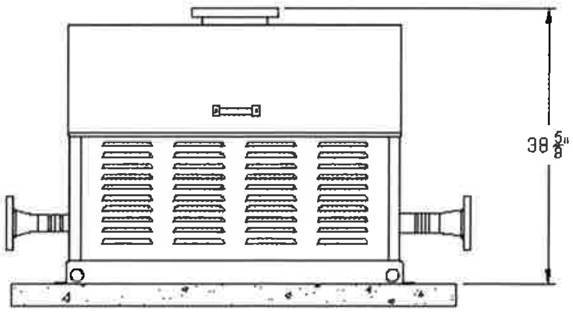
Shipment: A firm delivery date will be established and transmitted to purchaser when non-stocked material deliveries are confirmed. If no delays, estimated 5 weeks after receipt of signed contract and drawing approval.

OPTIONAL EQUIPMENT NOT INCLUDED IN TOTAL STATION PRICE: **(Indicate acceptance of an Option by initialing each one being added to purchase)**	**PRICE**	**ACCEPTED**
• 500 watt pump station heater mounted (inside enclosure), thermostatically Controlled	$839.00	________

Typical Station Overall Dimensions:

Note: Drawing is shown for information only, along with recommended minimum slab dimensions. A full proposal drawing will be submitted for approval before design and production can commence.





A deposit of 50% is required upon acceptance of quote.

The price and terms of this quotation will be honored for thirty (30) days from the above date, after which time, it will be subject to review and acceptance by Pro Pump & Controls.

Thank you for choosing Pro Pump & Controls as your service provider and the opportunity to quote this project.

Regards,

John Hudson
Service Technician

To accept this proposal, please sign and date below and return by fax to 567-454-5117 and mail original copy with deposit to: Pro Pump & Controls, 6810 Enterprise Drive, Delta, OH 43515

Signature	Title	Date

DELIVERY: Delivery dates are estimates and confirmed shipment cannot be determined until all manufacturing details are known. Pro Pump & Controls Inc. will make reasonable efforts to establish a delivery schedule after receipt of an executed contract and all approvals. Seller shall not be liable for special or consequential damages caused by delay in delivery. Customer agrees to execute bill and hold contract in the event of order delay.

ACCEPTANCE: If for any reason buyer is unable to accept delivery at the agree to date , then delivery shall be deemed completed in seller's warehouse for purposes of payment and seller shall store and subsequently deliver as provided above. Buyer will be responsible for additional handling fee of $250.00 and storage charges of $750.00 per month which will be added to invoice.

LIEN: Seller retains a security interest in all products sold to buyer until the purchase price and other charges, if any, are paid in full as provided in Article 9 of the Uniform Commercial Code. Seller will file a Mechanics Lien or execute other documents as required to perfect the security interest in the products sold.

TAXES: State, city and local taxes are excluded from the contract price unless otherwise noted. Sales tax will be invoiced on the contract price unless written exemption is provided.

FACTORY AUTHORIZED WARRANTY: Manufacturer warrants that the water pumping system or component will be free of defects in workmanship: For one year from date of authorized start-up but not later than fifteen months from date of manufacturer's invoice.

The Seller shall not be responsible for damage to turf, drive ways, cart paths or other property that may be damaged during removal and installation of equipment

This proposal contains equipment that may require costly means to remove and replace for service or repair, due to site conditions. Pro Pump & Controls Inc. will not accept liability for any costs associated with the removal or replacement of equipment in difficult-to-access locations. This includes the use of cranes larger than 15 tons, divers, barges, helicopters, or other unusual means. All such extraordinary costs shall be borne by the customer, regardless of the reason necessitating removal of the product from service.

Attachment: ProPump Controls (1789 : Repeal/Replace Ord. 39-17)

Default of any agreement with manufacturer.

The misuse, abuse of the pumping equipment outside is intended and specified use.
Failure to conduct routine maintenance.
Pumping water not suitable for turf irrigation.
Exposure to electrolysis, erosion, or abrasion.
Presence of destructive gaseous or chemical solutions.
Extreme over voltage or unprotected low voltage.
Unprotected electrical phase loss or phase reversal.
Water salinity in excess of 2000 parts per million.
Water from a reverse osmosis plant.
Water with a Langelier Index less than -0.5 and greater than +1.5
Damage occurring when using control panel as service disconnect.

The foregoing constitutes manufacturer's sole warranty and has not nor does it make any additional warranty, whether express or implied, with respect to the pumping system or component. Manufacturer makes no warranty, whether express or implied, with respect to fitness for a particular purpose or merchantability of the pumping system or component. Manufacturer shall not be liable to purchaser or any other person for any liability, loss, or damage caused or alleged to be caused, directly or indirectly, by the pumping system. In no event shall the manufacturer be responsible for incidental, consequential, or act of God damages nor shall manufacturer's liability for damages to purchaser or any other person ever exceed the original factory purchase price.

BOLON's
PLUMBING / CONTRACTING

6575 Rivers Edge Dr | Lewis Center OH 43035
6143321572 | bolonsplumbing@gmail.com | www.bolonsplumbing.com

RECIPIENT:

Brett Short Circuits LLC
P.O. Box 191
Marysville, OH 43040
Phone: bretts@brettsshortcircuits.com

Estimate #42

Sent On	05/08/2017
Total	**$2,080.00**

SERVICE ADDRESS:

Jolly Pirate Donuts
6689 E Main St
Reynoldsburg, OH 43068

Service / Product	Description	Qty	Unit Cost	Total
Plumbing	Upgrade 2 1/2" copper line to 3" copper line Type L copper from meter pit to new pump inlet. 3" copper line shall connect to outlet side of existing back flow preventer. That connection shall go underground to new pump setting. All connections underground shall be brazed. Connect existing feed to water station, outlet side of pump.	1	$1,100.00	$1,100.00*
Materials / Labor		1	$980.00	$980.00*

Total $2,080.00

* Non-taxable
This estimate is valid for the next 30 days, after which values may be subject to change.

Signature: ____________________ **Date:** ____________

Attachment: ProPump Controls (1789 : Repeal/Replace Ord. 39-17)

Proposal # 5444

Brett Short
Brett Short Circuits, LLC
PO Box, 191
Marysville, Ohio 43040
May 8, 2017

Jay Monahan
Pro Pump & Controls
6810 Enterprise Drive
Delta, Ohio 43515

Dear Jay,

Thank you for the opportunity to quote the electrical work for the ***The City of Reynoldsburg, Ohio, Irrigation Pump Station Equipment Replacement.*** I am pleased to propose all the materials and labor required to complete the electrical work as follows:

(1) Disconnect and remove the existing pump power. For equipment removal by others.
(1) Remove and dispose of existing concrete pad.
(1) Hand excavate and dispose of spoils for new plumbing and electric lines.
(1) Flow-fill plumbing and electric trenches.
(1) Form and pour concrete pad for new pump station.
(1) Top soil and dress surface.
(1) Feed and connect the new pump station 230 volt single phase.

Sealed Drawings are not included if required. Sales taxes on materials are not included.

The total price for the electrical work complete is **($3,200.00) THREE THOUSAND TWO HUNDRED DOLLARS.** I retain the right to withdraw this proposal after 30 days. My payment terms are in full upon completion. I appreciate the opportunity to quote your project. If you want to accept this proposal, please sign one copy and return it to me by email. You may simply call at your discretion.

Sincerely,

Brett Short, Member
Accepted by ______________________________ Title ________________ Date ______________

bretts@brettshortcircuits.com **Phone (937) 644-2188** **Fax (937) 644-3288** **Ohio License # 12923**

Attachment: ProPump Controls (1789 : Repeal/Replace Ord. 39-17)

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

ORDINANCE REQUEST

DATE: **June 12, 2017**

TO: **City Council**

RE: **ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT FOR THE 2017 STORM SEWER MAINTENANCE PROGRAM, APPROPRIATING FUNDS THEREFORE, AND DECLARING AN EMERGENCY**

Emergency/Suspension: Emergency

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

Statement of necessity: Construction schedule is 120 calendar days with an anticipated commencement date in June.

Request authorization for the Mayor to enter into contract with Elite Excavating Co. of Ohio, Inc. for the 2017 Storm Sewer Maintenance Program for a contract amount of $583,335.00 and a Contingency amount of $58,334.00.

Request appropriation from the unappropriated storm water fund (740) to Account #740.000.0160.5623 2017 Storm Sewer Maintenance Program.

Sending this to Council for passage in accordance with City Charter Section 8.04(b)

Project is being funded from bond proceeds received April 19, 2017. See attached documents.

EMH&T
Engineers, Surveyors, Planners, Scientists

MEMO

Date: May 16, 2017

To: William J. Sampson, Director of Public Service

From: Ryan Andrews

Subject: 2017 Storm Sewer Maintenance Program Bid Results

Copies: Keith Kundtz, Street / Stormwater Superintendent

The following is a budget summary for the construction phase of the subject project based on the contractor's bid pricing:

Base Bid Construction:	$583,335.00
Recommended Contingency (10%):	$ 58,334.00
Construction Management/Inspection (EMH&T):	$ 78,889.00
TOTAL CONSTRUCTION PHASE BUDGET:	$720,558.00

I have attached the Bid Tabulation, Award Recommendation Letter, Notice of Award, and inspection proposal to this memorandum for your review. If the City is in agreement with our recommendation, please move forward with funding legislation. Once legislation is in place, please return a signed copy of the Notice of Award to me so we can prepare the contracts for signing and schedule a preconstruction meeting. If you have any questions or comments, please feel free to contact me at 614-775-4555.

Attachments:
- Award Recommendation Letter
- Bid Tabulation
- Notice of Award
- Proposal for Construction Management and Inspection Services

Attachment: Award Recommendation_Storm Improvements (1797 : 2017 Storm Sewer Maintenance Program)

EMH&T
Engineers, Surveyors, Planners, Scientists

May 9, 2017

Mr. William J. Sampson, LEED Green Associate
Director of Public Service
City of Reynoldsburg
7232 East Main Street
Reynoldsburg, Ohio 43068

Re: 2017 Storm Sewer Maintenance Program

Dear Mr. Sampson,

We have completed our analysis of the bids received on May 5, 2017 for the 2017 Storm Sewer Maintenance Program. Based on our review of the public bid results, we recommend that the contract be awarded to Elite Excavating Co. of Ohio, Inc. for the amount of $583,335.00 for the work included under the Base Bid. They appear to be qualified for this type of work and their prices are competitive when compared to those of recent, similar projects.

Please review the enclosed information. Once City Council authorizes this project for construction, we will prepare conformed copies of the contract documents and forward them to the selected Contractor for execution. Please do not hesitate to contact me if you should have any additional questions.

Sincerely,

EVANS, MECHWART, HAMBLETON & TILTON, INC.

Ryan M. Andrews, PE

Attachments:
Bid Tabulation
Notice of Award of Contract

5500 New Albany Road, Columbus, OH 43054 • Phone 614.775.4500 • Fax 614.775.4800
Columbus • Charlotte • Indianapolis
emht.com

____________________, 2017

Sent by Regular US Mail

Surety:
Travelers Casualty Company of Ohio, Inc.
6150 Oak Tree Boulevard
Independence, Ohio 44131

Surety Agent:
AssuredPartners of Ohio, LLC.
3900 Kinross Lakes Parkway
Richfield, Ohio 44286

Re: Notice of Award of Contract

To Whom It May Concern:

You are notified that your principal, Elite Excavating Co. of Ohio, Inc. (contractor) has been awarded a contract for **2017 Storm Sewer Maintenance Program** in the amount of $583,335.00 by the City of Reynoldsburg.

Thank you,

By ________________________________
Name/Title: Brad McCloud, Mayor

CITY OF REYNOLDSBURG, OHIO
2017 STORM SEWER MAINTENANCE PROGRAM
EMH&T JN: 2016-1321

Bids Received: Friday, May 05, 2017

Ref. No.	Item No.	Description	Quantity	Units	Engineer's Estimate		Elite Excavating Co. of Ohio, Inc. 4500 Snodgrass Road Mansfield, Ohio 44903		Rock River Construction, Ltd. 541 Mill Park Drive Ste C Lancaster, Ohio 43130		Columbus Asphalt Pavement, Inc. 1196 Technology Drive Gahanna, Ohio 43230	
					Price	Extension	Price	Extension	Price	Extension	Price	Extension
BASE BID												
General Items												
1	201	CLEARING AND GRUBBING	1	LS	$15,000.00	$15,000.00	$10,000.00	$10,000.00	$15,000.00	$15,000.00	$40,000.00	$40,000.00
2	207	SEDIMENT & EROSION CONTROL	1	LS	$13,500.00	$13,500.00	$3,000.00	$3,000.00	$7,500.00	$7,500.00	$5,500.00	$5,500.00
3	614	MAINTENANCE OF TRAFFIC	1	LS	$72,500.00	$72,500.00	$50,000.00	$50,000.00	$95,000.00	$95,000.00	$160,000.00	$160,000.00
4	623	CONSTRUCTION LAYOUT STAKING	1	LS	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$7,000.00	$7,000.00
Graham Road Storm Sewer Replacement												
5	202	PIPE REMOVED (12")	167	LF	$25.00	$4,175.00	$15.00	$2,505.00	$20.00	$3,340.00	$8.25	$1,377.75
6	202	CATCH BASIN REMOVED	5	EA	$1,000.00	$5,000.00	$300.00	$1,500.00	$400.00	$2,000.00	$750.00	$3,750.00
7	202	CATCH BASIN ABANDONED	2	EA	$750.00	$1,500.00	$300.00	$600.00	$400.00	$800.00	$350.00	$700.00
8	202	PIPE ABANDONED, FILLED IN PLACE (12")	258	LF	$30.00	$7,740.00	$15.00	$3,870.00	$6.00	$1,548.00	$4.50	$1,161.00
9	202	CONCRETE WALK REMOVED	332	SF	$5.00	$1,660.00	$3.00	$996.00	$2.00	$664.00	$3.00	$996.00
10	259	PAVEMENT REPLACEMENT FOR DRIVEWAY, ASPHALT, TYPE 3A, PER R-3	12	SY	$120.00	$1,440.00	$120.00	$1,440.00	$100.00	$1,200.00	$75.00	$900.00
11	259	PAVEMENT REPLACEMENT FOR ARTERIAL STREET, ASPHALT, TYPE 1B, PER R-1	626	SY	$150.00	$93,900.00	$145.00	$90,770.00	$178.00	$111,428.00	$90.00	$56,340.00
12	604	STANDARD CATCH BASIN, PER ST-13	7	EA	$2,250.00	$15,750.00	$1,500.00	$10,500.00	$2,200.00	$15,400.00	$1,500.00	$10,500.00
13	604	STANDARD CATCH BASIN WITH SIDE INLET, PER ST-13	1	EA	$2,250.00	$2,250.00	$1,500.00	$1,500.00	$3,000.00	$3,000.00	$1,500.00	$1,500.00
14	604	MANHOLE, TYPE C, PER ST-3	8	EA	$3,500.00	$28,000.00	$3,000.00	$24,000.00	$4,500.00	$36,000.00	$1,600.00	$12,800.00
15	604	CURB AND GUTTER INLET, PER ST-10	1	EA	$2,500.00	$2,500.00	$2,500.00	$2,500.00	$3,500.00	$3,500.00	$1,500.00	$1,500.00
16	608	CURB RAMP AND LANDING, PER R-10	60	SF	$15.00	$900.00	$25.00	$1,500.00	$14.00	$840.00	$12.00	$720.00
17	608	DETECTABLE WARNING SYSTEM, 2' X 4', PER CITY OF COLUMBUS 1551, TYPE E, RED IN COLOR	1	EA	$500.00	$500.00	$500.00	$500.00	$250.00	$250.00	$175.00	$175.00
18	608	4' CONCRETE WALK, RESIDENTIAL, PER R-9	272	SF	$12.00	$3,264.00	$20.00	$5,440.00	$8.00	$2,176.00	$8.25	$2,244.00
19	609	STANDARD COMBINED CURB AND GUTTER, REMOVE AND REPLACE, PER R-5	35	LF	$45.00	$1,575.00	$75.00	$2,625.00	$30.00	$1,050.00	$30.00	$1,050.00
20	632	REMOVE AND REPLACE EXISTING ROADWAY SIGNS	1	LS	$1,000.00	$1,000.00	$500.00	$500.00	$1,000.00	$1,000.00	$3,000.00	$3,000.00
21	653	TOPSOIL FURNISHED AND PLACED AS PER PLAN	125	CY	$50.00	$6,250.00	$50.00	$6,250.00	$36.00	$4,500.00	$50.00	$6,250.00
22	659	SEEDING AND MULCHING	1,500	SY	$2.50	$3,750.00	$3.00	$4,500.00	$3.00	$4,500.00	$3.25	$4,875.00
23	816*	WATER SERVICE RELOCATED, PER L-7102C	3	EA	$3,000.00	$9,000.00	$600.00	$1,800.00	$2,500.00	$7,500.00	$1,100.00	$3,300.00
24	901	12" STORM SEWER, PER 706.02, W/ ITEM 912 BACKFILL	1,379	LF	$85.00	$117,215.00	$70.00	$96,530.00	$75.00	$103,425.00	$75.00	$103,425.00
25	901	12" STORM SEWER, PER 706.02, W/ ITEM 911 BACKFILL	331	LF	$75.00	$24,825.00	$66.00	$21,846.00	$65.00	$21,515.00	$65.00	$21,515.00
Rodebaugh Road Storm Sewer Replacement												
26	202	PIPE REMOVED (12")	204	LF	$25.00	$5,100.00	$15.00	$3,060.00	$7.00	$1,428.00	$8.25	$1,683.00
27	202	CATCH BASIN REMOVED	2	EA	$1,000.00	$2,000.00	$300.00	$600.00	$300.00	$600.00	$775.00	$1,550.00
28	259	PAVEMENT REPLACEMENT FOR RESIDENTIAL STREET, ASPHALT, TYPE 2B, PER R-2	108	SY	$130.00	$14,040.00	$105.00	$11,340.00	$107.00	$11,556.00	$60.00	$6,480.00
29	452	REMOVE AND REPLACE CONCRETE DRIVE APPROACH, PER R-11, T=6", CLASS MS	16	SY	$80.00	$1,280.00	$175.00	$2,800.00	$90.00	$1,440.00	$75.00	$1,200.00
30	604	STANDARD CATCH BASIN, PER ST-13	2	EA	$2,250.00	$4,500.00	$2,500.00	$5,000.00	$2,200.00	$4,400.00	$1,600.00	$3,200.00
31	653	TOPSOIL FURNISHED AND PLACED AS PER PLAN	5	CY	$50.00	$250.00	$150.00	$750.00	$60.00	$300.00	$80.00	$400.00
32	659	SEEDING AND MULCHING	141	SY	$2.50	$352.50	$3.00	$423.00	$4.00	$564.00 B	$3.25	$458.25
33	901	12" STORM SEWER, PER 706.02, W/ ITEM 912 BACKFILL	204	LF	$85.00	$17,340.00	$85.00	$17,340.00	$75.00	$15,300.00	$81.00	$16,524.00
Creekside Place Storm Culvert Replacement												
34	202	PIPE REMOVED (15")	15	LF	$30.00	$450.00	$20.00	$300.00	$20.00	$300.00	$10.00	$150.00
35	202	PIPE REMOVED (36")	132	LF	$40.00	$5,280.00	$30.00	$3,960.00	$35.00	$4,620.00	$47.00	$6,204.00
36	202	PIPE REMOVED (72")	74	LF	$55.00	$4,070.00	$50.00	$3,700.00	$75.00	$5,550.00	$85.00	$6,290.00
37	202	CATCH BASIN REMOVED	1	EA	$1,000.00	$1,000.00	$300.00	$300.00	$400.00	$400.00	$600.00	$600.00
38	202	HEADWALL REMOVED (FOR 72" PIPE)	1	EA	$1,250.00	$1,250.00	$1,000.00	$1,000.00	$3,500.00	$3,500.00	$1,000.00	$1,000.00
39	202	ENDWALL REMOVED (FOR 72" PIPE)	1	EA	$1,250.00	$1,250.00	$1,000.00	$1,000.00	$4,000.00	$4,000.00	$600.00	$600.00

CITY OF REYNOLDSBURG, OHIO
2017 STORM SEWER MAINTENANCE PROGRAM
EMH&T JN: 2016-1321

Bids Received: Friday, May 05, 2017

Ref. No.	Item No.	Description	Quantity	Units	Engineer's Estimate		Elite Excavating Co. of Ohio, Inc. 4500 Snodgrass Road Mansfield, Ohio 44903		Rock River Construction, Ltd. 541 Mill Park Drive Ste C Lancaster, Ohio 43130		Columbus Asphalt Pavement, Inc. 1196 Technology Drive Gahanna, Ohio 43230	
					Price	Extension	Price	Extension	Price	Extension	Price	Extension
40	203	ROADWAY EMBANKMENT (AT 72" CULVERT)	130	CY	$35.00	$4,550.00	$35.00	$4,550.00	$35.00	$4,550.00	$37.00	$4,810.00
41	259	PAVEMENT REPLACEMENT FOR RESIDENTIAL STREET, ASPHALT, TYPE 2B, PER R-2	64	SY	$130.00	$8,320.00	$150.00	$9,600.00	$120.00	$7,680.00	$60.00	$3,840.00
42	601	ROCK CHANNEL PROTECTION, TYPE A W/ FILTER	22	CY	$100.00	$2,200.00	$150.00	$3,300.00	$140.00	$3,080.00	$75.00	$1,650.00
43	602	HEADWALL WITH WINGWALLS (FOR 72" PIPE)	2	EA	$10,000.00	$20,000.00	$15,000.00	$30,000.00	$18,000.00	$36,000.00	$20,000.00	$40,000.00
44	604	MANHOLE, TYPE C, PER ST-3	3	EA	$3,500.00	$10,500.00	$5,500.00	$16,500.00	$6,000.00	$18,000.00	$7,500.00	$22,500.00
45	604	STANDARD CATCH BASIN, PER ST-13	2	EA	$2,250.00	$4,500.00	$3,500.00	$7,000.00	$2,200.00	$4,400.00	$2,100.00	$4,200.00
46	615	TEMPORARY PAVEMENT	64	SY	$75.00	$4,800.00	$40.00	$2,560.00	$69.00	$4,416.00	$21.00	$1,344.00
47	653	TOPSOIL, FURNISHED AND PLACED AS PER PLAN	56	CY	$50.00	$2,800.00	$50.00	$2,800.00	$40.00	$2,240.00	$80.00	$4,480.00
48	659	SEEDING AND MULCHING	665	SY	$2.50	$1,662.50	$3.00	$1,995.00	$3.00	$1,995.00	$3.25	$2,161.25
49	811*	INCREASE OR DECREASE IN EXCAVATION OR BACKFILL	100	CY	$15.00	$1,500.00	$40.00	$4,000.00	$20.00	$2,000.00	$31.00	$3,100.00
50	901	15" STORM SEWER, PER 706.02, W/ ITEM 911 BACKFILL	20	LF	$80.00	$1,600.00	$85.00	$1,700.00	$80.00	$1,600.00	$53.00	$1,060.00
51	901	36" STORM SEWER, PER 706.02, W/ ITEM 912 BACKFILL	90	LF	$225.00	$20,250.00	$300.00	$27,000.00	$275.00	$24,750.00	$320.00	$28,800.00
52	901	36" STORM SEWER, PER 706.02, W/ ITEM 911 BACKFILL	42	LF	$195.00	$8,190.00	$215.00	$9,030.00	$250.00	$10,500.00	$265.00	$11,130.00
53	901	72" STORM SEWER, PER 706.02, W/ ITEM 912 BACKFILL	74	LF	$750.00	$55,500.00	$570.00	$42,180.00	$525.00	$38,850.00	$660.00	$48,840.00
54	-	LANDSCAPING ALLOWANCE	1	LS	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00
Dickens Drive Slope Protection												
55	203	CHANNEL EXCAVATION	1	LS	$3,500.00	$3,500.00	$3,500.00	$3,500.00	$10,000.00	$10,000.00	$6,000.00	$6,000.00
56	601	DUMPED ROCK FILL, TYPE A	110	CY	$85.00	$9,350.00	$75.00	$8,250.00	$140.00	$15,400.00	$85.00	$9,350.00
57	606	GUARD RAIL, TYPE 5, REMOVE AND REPLACE	17	LF	$30.00	$510.00	$100.00	$1,700.00	$36.00	$612.00	$65.00	$1,105.00
58	653	TOPSOIL FURNISHED AND PLACED AS PER PLAN	9	CY	$50.00	$450.00	$100.00	$900.00	$45.00	$405.00	$80.00	$720.00
59	659	SEEDING AND MULCHING	105	SY	$2.50	$262.50	$5.00	$525.00	$3.00	$315.00	$4.00	$420.00
		BIDDER'S TOTAL FOR BASE BID =				$661,801.50		$583,335.00		$693,927.00		$697,428.25
		CORRECTED BIDDER'S TOTAL FOR BASE BID =				NA		NA		$693,887.00		NA

*Contingency Items

A Correct Bidder's Calculated Unit Price: labor + material was incorrectly calculated by Bidder

B Correct Bidder's Total: price x quantity was incorrectly calculated by Bidder

C Correct Bidder's Total

BY:

Ryan M. Andrews, PE

Evans, Mechwart, Hambleton & Tilton, Inc.
5500 New Albany Road
Columbus, OH 43054

EMH&T
Engineers, Surveyors, Planners, Scientists

May 16, 2017

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

Subject: **2017 Storm Sewer Maintenance Program**
Proposal for Construction Phase Engineering Services

Dear Mr. Sampson:

EMH&T is pleased to submit our proposal for construction phase services for the City's upcoming Storm Sewer Maintenance Program. The City received bids for this improvement on May 5, 2017 and Elite Excavating Co. is the apparent low bidder with a total projected contract amount of $583,335. The construction duration for the project is 120 calendar days, and is anticipated to commence in June, 2017.

SCOPE OF SERVICES

EMH&T will provide construction phase engineering services for the above referenced improvements to include the following tasks:

1. Construction Management/Contract Administration:
   a. Conduct a preconstruction coordination meeting with the City, Contractor, Utilities, Police, Fire, and other stakeholders requested by the City.
      i. EMH&T will provide the following for the meeting:
         - Meeting agenda
         - Sign-in sheet
         - Submittal log
         - Meeting minutes for the City and attendees
      ii. EMH&T will prepare detailed meeting minutes to document discussion.

   b. Prior to construction, EMH&T will prepare a pre-construction video to record and photo document pre-existing conditions.

   c. Conduct bi-weekly Progress Meetings (or as otherwise directed by the City) with the City, Contractor, and other project stakeholders as requested by the City.
      i. EMH&T will provide for the meeting the following:
         - Meeting agenda
         - Sign-in sheet
         - Meeting minutes for the City and attendees

d. EMH&T will have weekly meetings with the Contractor onsite to discuss their work plan for the current week and any changes or items which need to be addressed. EMH&T will coordinate with the City's Service Director on the status and content of these discussions.

e. Review initial and monthly schedule updates with respect to general project parameters and provide a copy of the schedules and EMH&T's comments to the City for review and comment.

   i. Review order of construction and work progress schedules submitted by the Contractor, determine acceptability in accordance with the contract documents and monitor that all milestones and dates are shown as being met; and confirm acceptance or non-acceptance in writing to the Contractor
   ii. Make recommendation to the Owner for time extension requests from the Contractor
   iii. Require the Contractor to submit revised schedules when the proposed work is not anticipated to be performed in accordance with the project requirements
   iv. Provide guidance to help minimize delays and regain time lost due to delays

f. EMH&T's project representative will provide a point of contact for residents, businesses, and traveling public. The representative will walk the project corridor prior to construction to introduce themselves and provide contact information to the businesses. EMH&T will coordinate these discussions with the City's Service Director.

g. EMH&T will maintain logs of quantities and prepare/generate pay documentation for City and contractor.

   i. Maintain a log of quantities for payment.
   ii. Generate monthly and final pay estimates.
   iii. Review Contractor's claims and address whether or not Contractor's requests for additional compensation are justified.
   iv. Generate change orders and process the change orders for Contractor and City.
   v. Maintain a record of the work performed to include correspondence and daily observation reports.

h. EMH&T will conduct final project walk through with the City and generate a punchlist.

   i. Prepare punchlists for work performed not in accordance with the contract documents.
   ii. Reassess punchlists until work is completed in accordance with the contract documents
   iii. Submit a recommendation for acceptance of the project.

i. Prepare a 1-Year warranty punchlist and coordinate with the Contractor to address required warranty work. EMH&T will coordinate with the City prior to conducting the 1-Year warranty review to allow the City to provide input and participate in warranty review.

j. Maintain a set of red-line record drawings of the completed work to be used in preparation of final record drawings. EMH&T will prepare and provide record drawings of the completed work.

2. Records/Document Control:
    a. Copies of the correspondence, change orders and pay estimates will be made available for the City Service Director to review in a manner to be determined by the City.
    b. EMH&T will coordinate with the City to provide the following information for the City's review and retention:
        i. Observation Reports
        ii. Submittals
        iii. Meeting Agendas, Sign In Sheets, and Minutes
        iv. Material Testing Results
        v. Project Schedule

3. Design Consultation During Construction:
    a. EMH&T will prepare a Submittal Log to coordinate, track and document submittals throughout the execution of the construction contract.
        i. Review submittals and shop drawings for conformance with the plans and specifications
        ii. Provide to the City those submittals requiring specific comments such as MOT plans and resident/business notifications. EMH&T will meet with the Service Department to discuss these specific submittals and coordinate the comments/approval, as necessary.
        iii. Copies of the shop drawings and submittals will be made available for the City.
    b. The EMH&T design team will be available to attend meetings and respond to requests for information or clarification from the Contractor.

4. Resident Project Representation:
    a. Provide on-site construction observation during the contract duration as required.
    b. EMH&T will monitor construction activities performed by the Contractor and their subs and note whether the work is in conformance with the plans and specifications and measure project quantities for payment
        i. The Resident Project Representative (RPR) will not stop work from being performed for non-conformance, but will notify the project's Senior Construction Representative immediately. The Senior Construction Representative will notify the City Service Director of non-conforming work items. The City will be responsible for providing notice of work stoppage to the Contractor
    c. The RPR will record their observations in a daily observation report and record the quantity of items performed and completed in conformance with the contract on a daily basis in a quantity log
    d. Copies of the daily observation reports will be made available for the City Service Director to review in a manner to be determined by the City and after the 1-Year warranty
    e. Monitor completed work and provide the City a recommendation for acceptance.
    f. Prepare a punchlist(s) for work performed not in accordance with the contract documents for the Engineer to review.
    g. Reassess punchlist items until the work is completed in accordance with the contract documents.
    h. Perform a 1-year warranty review.

Attachment: Award Recommendation_Storm Improvements (1797 : 2017 Storm Sewer Maintenance Program)

5. Material Testing:
   - a. EMH&T will subcontract with DHDC to provide material testing for this project. This testing may include the following:
   - b. Nuclear density testing of the upper 3 feet of soil and/or granular water, storm and sewer trench backfill.
   - c. Observe a proofroll of prepared roadway subgrade soils.
   - d. Observe a proofroll of prepared roadway aggregate base.
   - e. Nuclear density testing of roadway aggregate base.
   - f. Temperature, thickness and placement observations of asphalt placement along with appropriate nuclear density testing.
   - g. Prepare and test concrete compressive strength cylinders.
   - h. Copies of the material testing reports will be made available for the City Service Director to review in a manner to be determined by the City.

EXCLUSIONS:

EMH&T shall not be responsible for:

- a. Contractor's means, methods, procedure, or safety precautions.
- b. Construction layout staking will be performed by the Contractor.
- c. GIS website updates and mapping services.

SCHEDULE

We are prepared to begin work identified in this proposal immediately upon receipt of Authorization to Proceed from the City of Reynoldsburg. The construction duration is 120 days.

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 Seventy Eight Thousand Eight Hundred Eighty-Nine dollars ($78,889.00) 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

2017 Storm Sewer Maintenance Program

Description of Service/Task	Fee
Construction Management/Contract Administration	$31,045.00
Resident/Standby Representation	$43,825.00
EMH&T Labor Fee	$74,870.00
Reimbursable Expenses (material testing, printing, mileage, etc.)	$4,019.00
PROJECT TOTAL FEE	**$78,889.00**

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,

EMH&T, INC.

Ryan M. Andrews, PE

Acceptance and Authorization to Proceed:

APPROVED – CITY OF REYNOLDSBURG, OHIO

Authorized Signature

Print Name and Date

P.O. Number

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

ORDINANCE REQUEST

DATE: **June 12, 2017**

TO: **City Council**

RE: **ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT FOR INSPECTION SERVICES FOR THE 2017 STORM SEWER MAINTENANCE PROGRAM, APPROPRIATING FUNDS THEREFORE, AND DELCLARING AN EMERGENCY**

Emergency/Suspension: Emergency

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

Statement of necessity: Construction schedule is 120 calendar days with an anticipated commencement date in June.

Request authorization for the Mayor to enter into contract with EMH&T for the 2017 Storm Sewer Maintenance Program Construction Management and Inspection for a contract amount of $78,889.00.

Request appropriation from the unappropriated storm water fund (740) to Account #740.000.0160.5623 2017 Storm Sewer Maintenance Program.

Sending this to Council for passage in accordance with City Charter Section 8.04(b)

Project is being funded from bond proceeds received April 19, 2017. See attached documents.

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

ORDINANCE REQUEST

DATE: **June 12, 2017**

TO: **City Council**

RE: **ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT FOR THE ROCKY DEN AREA SEWER REHABILITATION PROJECT, APPROPRIATING FUNDS THEREFORE, AND DECLARING AN EMERGENCY**

Emergency/Suspension: Emergency

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

Statement of necessity: Construction schedule is 75 calendar days with an anticipated commencement date in June.

Request authorization for the Mayor to enter into contract with Insituform Technologies, Inc. for the Rocky Den Area Sewer Rehabilitation Project for a contract amount of $240,765.00 and a Contingency amount of $24,077.00.

Request appropriation from the unappropriated sewer fund (720) to Account #720.000.0157.5622 Rocky Den Sewer Rehabilitation Project.

Sending this to Council for passage in accordance with City Charter Section 8.04(b)

Project is being funded from CIP proceeds 720.000.0000.5622. See attached documents.

EMH&T
Engineers, Surveyors, Planners, Scientists

MEMO

Date: May 16, 2017

To: William J. Sampson, Director of Public Service

From: Ryan Andrews

Subject: Construction Budget for Rocky Den Area Sewer Rehabilitation

Copies: Paul Hellman, Water / Wastewater Superintendent

The following is a budget summary for the construction phase of the subject project based on the contractor's bid pricing:

Base Bid Construction:	$240,765.00
Recommended Contingency (10%):	$ 24,077.00
Construction Management/Inspection (EMH&T):	$ 35,354.00
TOTAL CONSTRUCTION PHASE BUDGET:	$300,196.00

I have attached the Bid Tabulation, Award Recommendation Letter, Notice of Award, and inspection proposal to this memorandum for your review. If the City is in agreement with our recommendation, please move forward with funding legislation. Once legislation is in place, please return a signed copy of the Notice of Award to me so we can prepare the contracts for signing and schedule a preconstruction meeting. If you have any questions or comments, please feel free to contact me at 614-775-4555.

Attachments:
- Award Recommendation Letter
- Bid Tabulation
- Notice of Award
- Proposal for Construction Management and Inspection Services

EMH&T
Engineers, Surveyors, Planners, Scientists

May 9, 2017

Mr. William J. Sampson, LEED Green Associate
Director of Public Service
City of Reynoldsburg
7232 East Main Street
Reynoldsburg, Ohio 43068

Re: Sanitary Sewer Rehabilitation for Rocky Den Area

Dear Mr. Sampson,

We have completed our analysis of the bids received on May 5, 2017 for the Sanitary Sewer Rehabilitation for Rocky Den Area. Based on our review of the public bid results, we recommend that the contract be awarded to Insituform Technologies, Inc. for the amount of $240,071.25 for the work included under the Base Bid. They appear to be qualified for this type of work and their prices are competitive when compared to those of recent, similar projects.

Please review the enclosed information. Once City Council authorizes this project for construction, we will prepare conformed copies of the contract documents and forward them to the selected Contractor for execution. Please do not hesitate to contact me if you should have any additional questions.

Sincerely,

EVANS, MECHWART, HAMBLETON & TILTON, INC.

Ryan M. Andrews, PE

Attachments:
- Bid Tabulation
- Notice of Award of Contract

5500 New Albany Road, Columbus, OH 43054 • Phone 614.775.4500 • Fax 614.775.4800
Columbus • Charlotte • Indianapolis
emht.com

_____________________, 2017

Sent by Regular US Mail

Surety:
Travelers Casualty and Surety Company of America
1 Tower Square
Hartford, Connecticut 06183

Surety Agent:
J.W. Terrill, a Marsh & McLennan Agency, LLC Company
825 Maryville Centre Drive, Suite 200
St. Louis, Missouri 63017

Re: Notice of Award of Contract

To Whom It May Concern:

You are notified that your principal, Insituform Technologies, Inc. (contractor) has been awarded a contract for **Sanitary Sewer Rehabilitation for Rocky Den Area** in the amount of $240,071.25 by the City of Reynoldsburg.

Thank you,

By ___________________________________
Name/Title: Brad McCloud, Mayor

NTS

CITY OF REYNOLDSBURG, OHIO

Sanitary Sewer Rehabilitation for Rocky Den Area

EMH&T JN: 2016-1249
Bids Received: May 5, 2017

Ref. No.	Item No.	Description	Quantity	Units	Engineer's Estimate		Insituform Technologies, Inc. 17988 Edison Avenue Chesterfield, MO		Layne Inliner, LLC. 4143 Weaver Court Hilliard, OH 43026		Insight Pipe Contracting, LLC. 232 East Lancaster Road Harmony, PA 16037		United Survey, Inc. 25145 Broadway Avenue Cleveland, OH 44146	
					Price	Extension	Price	Extension	Price	Extension	Price	Extension	Price	Extension
BASE BID														
1	604*	Manhole Frame & Lid Replacement to Grade, As Directed By Engineer	8	E.A.	$400.00	$3,200.00	$1,425.00	$11,400.00	$1,400.00	$11,200.00	$1,225.00	$9,800.00	$1,300.00	$10,400.00
2	607*	Fence	100	L.F.	$50.00	$5,000.00	$50.00	$5,000.00	$5.00	$500.00	$20.00	$2,000.00	$10.00	$1,000.00
3	614	Maintenance of Traffic	1	L.S.	$5,000.00	$5,000.00	$900.00	$900.00	$1,500.00	$1,500.00	$300.00	$300.00	$100.00	$100.00
4	SS-3	Bypass Pumping	1	L.S.	$10,000.00	$10,000.00	$1,475.00	$1,475.00	$1,000.00	$1,000.00	$500.00	$500.00	$500.00	$500.00
5	SS-6*	Chemical Grouting	10	GAL	$125.00	$1,250.00	$26.00	$260.00	$100.00	$1,000.00	$102.00	$1,020.00	$19.00	$190.00
6	SS-7*	Cementitious Grouting	15	CF	$125.00	$1,875.00	$20.00	$300.00	$15.00	$225.00	$15.00	$225.00	$90.00	$1,350.00
7	SS-10	Standard Manhole Rehabilitation, As Per Plan	305	V.F.	$220.00	$67,100.00	$251.00	$76,555.00	$232.00	$70,760.00	$222.00	$67,710.00	$240.00	$73,200.00
8	SS-11	Lateral Status Determination Report	1	L.S.	$5,000.00	$5,000.00	$800.00	$800.00	$6,000.00	$6,000.00	$100.00	$100.00	$1,500.00	$1,500.00
9	SS-12	8" Cured-In-Place Pipe, 6.0mm Minimum Thickness	6,255	L.F.	$42.00	$262,710.00	$22.75	$142,301.25	$26.00	$162,630.00	$36.70	$229,558.50	$39.00	$243,945.00
10	SS-12*	Trim Protruding Tap	3	E.A.	$200.00	$600.00	$110.00	$330.00	$75.00	$225.00	$300.00	$900.00	$500.00	$1,500.00
11	SS-12*	1.5 mm Incremental Wall Thickness Increase, 8" CIPP	500	L.F.	$1.50	$750.00	$1.50	$750.00	$1.45	$725.00	$1.50	$750.00	$1.00	$500.00
		BIDDER'S TOTAL FOR BASE BID =				$362,485.00		$240,071.25		$255,765.00		$312,863.50		$334,185.00
		CORRECTED BIDDER'S TOTAL FOR BASE BID =				NA		NA		NA		NA		NA

*Contingency Items

A Correct Bidder's Calculated Unit Price: labor + material was incorrectly calculated by Bidder

B Correct Bidder's Total: price x quantity was incorrectly calculated by Bidder

BY: Ryan M Andrews

Ryan M. Andrews, PE

Evans, Mechwart, Hambleton & Tilton, Inc.
5500 New Albany Road
Columbus, OH 43054

OFFICIAL BID TABULATION

EMH&T

Engineers, Surveyors, Planners, Scientists

May 16, 2017

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

Subject: **2017 Sanitary Sewer Rehabilitation – Rocky Den Area**
Proposal for Construction Phase Engineering Services

Dear Mr. Sampson:

EMH&T is pleased to submit our proposal for construction phase services for the City's upcoming Sanitary Sewer Rehabilitation Project. The City received bids for this improvement on May 5, 2017 and Insituform Technologies, Inc. is the apparent low bidder with a total projected contract amount of $240,071. The construction duration for the project is 75 calendar days, and is anticipated to commence in June, 2017.

SCOPE OF SERVICES

EMH&T will provide construction phase engineering services for the above referenced improvements to include the following tasks:

1. Construction Management/Contract Administration:
    a. Conduct a preconstruction coordination meeting with the City, Contractor, Utilities, Police, Fire, and other stakeholders requested by the City.
        i. EMH&T will provide the following for the meeting:
            - Meeting agenda
            - Sign-in sheet
            - Submittal log
            - Meeting minutes for the City and attendees
        ii. EMH&T will prepare detailed meeting minutes to document discussion.

    b. Prior to construction, EMH&T will prepare a pre-construction video to record and photo document pre-existing conditions.

    c. Conduct bi-weekly Progress Meetings (or as otherwise directed by the City) with the City, Contractor, and other project stakeholders as requested by the City.
        i. EMH&T will provide for the meeting the following:
            - Meeting agenda
            - Sign-in sheet
            - Meeting minutes for the City and attendees

d. EMH&T will have weekly meetings with the Contractor onsite to discuss their work plan for the current week and any changes or items which need to be addressed. EMH&T will coordinate with the City's Service Director on the status and content of these discussions.

e. Review initial and monthly schedule updates with respect to general project parameters and provide a copy of the schedules and EMH&T's comments to the City for review and comment.

   i. Review order of construction and work progress schedules submitted by the Contractor, determine acceptability in accordance with the contract documents and monitor that all milestones and dates are shown as being met; and confirm acceptance or non-acceptance in writing to the Contractor
   ii. Make recommendation to the Owner for time extension requests from the Contractor
   iii. Require the Contractor to submit revised schedules when the proposed work is not anticipated to be performed in accordance with the project requirements
   iv. Provide guidance to help minimize delays and regain time lost due to delays

f. EMH&T's project representative will provide a point of contact for residents, businesses, and traveling public. The representative will walk the project corridor prior to construction to introduce themselves and provide contact information to the businesses. EMH&T will coordinate these discussions with the City's Service Director.

g. EMH&T will maintain logs of quantities and prepare/generate pay documentation for City and contractor.

   i. Maintain a log of quantities for payment.
   ii. Generate monthly and final pay estimates.
   iii. Review Contractor's claims and address whether or not Contractor's requests for additional compensation are justified.
   iv. Generate change orders and process the change orders for Contractor and City.
   v. Maintain a record of the work performed to include correspondence and daily observation reports.

h. EMH&T will conduct final project walk through with the City and generate a punchlist.

   i. Prepare punchlists for work performed not in accordance with the contract documents.
   ii. Reassess punchlists until work is completed in accordance with the contract documents
   iii. Submit a recommendation for acceptance of the project.

i. Prepare a 1-Year warranty punchlist and coordinate with the Contractor to address required warranty work. EMH&T will coordinate with the City prior to conducting the 1-Year warranty review to allow the City to provide input and participate in warranty review.

j. Maintain a set of red-line record drawings of the completed work to be used in preparation of final record drawings. EMH&T will prepare and provide record drawings of the completed work.

2. Records/Document Control:
    a. Copies of the correspondence, change orders and pay estimates will be made available for the City Service Director to review in a manner to be determined by the City.
    b. EMH&T will coordinate with the City to provide the following information for the City's review and retention:
        i. Observation Reports
        ii. Submittals
        iii. Meeting Agendas, Sign In Sheets, and Minutes
        iv. Material Testing Results
        v. Project Schedule

3. Design Consultation During Construction:
    a. EMH&T will prepare a Submittal Log to coordinate, track and document submittals throughout the execution of the construction contract.
        i. Review submittals and shop drawings for conformance with the plans and specifications
        ii. Provide to the City those submittals requiring specific comments such as MOT plans and resident/business notifications. EMH&T will meet with the Service Department to discuss these specific submittals and coordinate the comments/approval, as necessary.
        iii. Copies of the shop drawings and submittals will be made available for the City.
    b. The EMH&T design team will be available to attend meetings and respond to requests for information or clarification from the Contractor.

4. Resident Project Representation:
    a. Provide on-site construction observation during the contract duration as required.
    b. EMH&T will monitor construction activities performed by the Contractor and their subs and note whether the work is in conformance with the plans and specifications and measure project quantities for payment
        i. The Resident Project Representative (RPR) will not stop work from being performed for non-conformance, but will notify the project's Senior Construction Representative immediately. The Senior Construction Representative will notify the City Service Director of non-conforming work items. The City will be responsible for providing notice of work stoppage to the Contractor
    c. The RPR will record their observations in a daily observation report and record the quantity of items performed and completed in conformance with the contract on a daily basis in a quantity log
    d. Copies of the daily observation reports will be made available for the City Service Director to review in a manner to be determined by the City and after the 1-Year warranty
    e. Monitor completed work and provide the City a recommendation for acceptance.
    f. Prepare a punchlist(s) for work performed not in accordance with the contract documents for the Engineer to review.
    g. Reassess punchlist items until the work is completed in accordance with the contract documents.
    h. Perform a 1-year warranty review.

Attachment: Award Recommendation_Sanitary Improvements (1794 : Rocky Den Area Sewer Rehabilitation)

EXCLUSIONS:

EMH&T shall not be responsible for:

a. Contractor's means, methods, procedure, or safety precautions.
b. GIS website updates and mapping services.

SCHEDULE

We are prepared to begin work identified in this proposal immediately upon receipt of Authorization to Proceed from the City of Reynoldsburg. The construction duration is 75 days.

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 Thirty Five Thousand Three Hundred Fifty-Four dollars ($35,354.00) without prior authorization from the City. Invoices will be submitted monthly and based on the progress of the work and are payable upon receipt.

2017 Sainitary Sewer Rehabilitation for Rocky Den Area

Description of Service/Task	**Fee**
Construction Management/Contract Administration	$19,050.00
Resident/Standby Representation	$14,720.00
EMH&T Labor Fee	$33,770.00
Reimbursable Expenses (material testing, printing, mileage, etc.)	$1,584.00
PROJECT TOTAL FEE	**$35,354.00**

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,

EMH&T, INC.

Ryan M. Andrews, PE

Acceptance and Authorization to Proceed:

APPROVED – CITY OF REYNOLDSBURG, OHIO

Authorized Signature

Print Name and Date

P.O. Number

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

ORDINANCE REQUEST

DATE:	**June 12, 2017**
TO:	**City Council**
RE:	**ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT FOR INSPECTION SERVICES FOR THE ROCKY DEN AREA SEWER REHABILITATION PROJECT, APPROPRIATING FUNDS THEREFORE, AND DECLARING AN EMERGENCY**

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

Statement of necessity: Statement of necessity: Construction schedule is 75 calendar days with an anticipated commencement date in June.

Request authorization for the Mayor to enter into contract with EMH&T for the Rocky Den Area Sewer Rehabilitation Construction Management and Inspection for a contract amount of $35,354.00.

Request appropriation from the unappropriated sewer fund (720) to Account #720.000.0157.5622 Rocky Den Sewer Rehabilitation Project.

Sending this to Council for passage in accordance with City Charter Section 8.04(b)

Project is being funded from CIP proceeds 720.000.0000.5622. See attached documents.

EMH&T
Engineers, Surveyors, Planners, Scientists

MEMO

Date: May 16, 2017

To: William J. Sampson, Director of Public Service

From: Ryan Andrews

Subject: Construction Budget for Rocky Den Area Sewer Rehabilitation

Copies: Paul Hellman, Water / Wastewater Superintendent

The following is a budget summary for the construction phase of the subject project based on the contractor's bid pricing:

Base Bid Construction:	$240,765.00
Recommended Contingency (10%):	$ 24,077.00
Construction Management/Inspection (EMH&T):	$ 35,354.00
TOTAL CONSTRUCTION PHASE BUDGET:	$300,196.00

I have attached the Bid Tabulation, Award Recommendation Letter, Notice of Award, and inspection proposal to this memorandum for your review. If the City is in agreement with our recommendation, please move forward with funding legislation. Once legislation is in place, please return a signed copy of the Notice of Award to me so we can prepare the contracts for signing and schedule a preconstruction meeting. If you have any questions or comments, please feel free to contact me at 614-775-4555.

Attachments:
- Award Recommendation Letter
- Bid Tabulation
- Notice of Award
- Proposal for Construction Management and Inspection Services

EMH&T
Engineers, Surveyors, Planners, Scientists

May 9, 2017

Mr. William J. Sampson, LEED Green Associate
Director of Public Service
City of Reynoldsburg
7232 East Main Street
Reynoldsburg, Ohio 43068

Re: Sanitary Sewer Rehabilitation for Rocky Den Area

Dear Mr. Sampson,

We have completed our analysis of the bids received on May 5, 2017 for the Sanitary Sewer Rehabilitation for Rocky Den Area. Based on our review of the public bid results, we recommend that the contract be awarded to Insituform Technologies, Inc. for the amount of $240,071.25 for the work included under the Base Bid. They appear to be qualified for this type of work and their prices are competitive when compared to those of recent, similar projects.

Please review the enclosed information. Once City Council authorizes this project for construction, we will prepare conformed copies of the contract documents and forward them to the selected Contractor for execution. Please do not hesitate to contact me if you should have any additional questions.

Sincerely,

EVANS, MECHWART, HAMBLETON & TILTON, INC.

Ryan M. Andrews, PE

Attachments:
- Bid Tabulation
- Notice of Award of Contract

5500 New Albany Road, Columbus, OH 43054 • Phone 614.775.4500 • Fax 614.775.4800
Columbus • Charlotte • Indianapolis
emht.com

_______________________, 2017

Sent by Regular US Mail

Surety:
Travelers Casualty and Surety Company of America
1 Tower Square
Hartford, Connecticut 06183

Surety Agent:
J.W. Terrill, a Marsh & McLennan Agency, LLC Company
825 Maryville Centre Drive, Suite 200
St. Louis, Missouri 63017

Re: Notice of Award of Contract

To Whom It May Concern:

You are notified that your principal, Insituform Technologies, Inc. (contractor) has been awarded a contract for **Sanitary Sewer Rehabilitation for Rocky Den Area** in the amount of $240,071.25 by the City of Reynoldsburg.

Thank you,

By ____________________________________
Name/Title: Brad McCloud, Mayor

CITY OF REYNOLDSBURG, OHIO

Sanitary Sewer Rehabilitation for Rocky Den Area

EMH&T JN: 2016-1249
Bids Received: May 5, 2017

Ref. No.	Item No.	Description	Quantity	Units	Engineer's Estimate		Insituform Technologies, Inc. 17988 Edison Avenue Chesterfield, MO		Layne Inliner, LLC. 4143 Weaver Court Hilliard, OH 43026		Insight Pipe Contracting, LLC. 232 East Lancaster Road Harmony, PA 16037		United Survey, Inc. 25145 Broadway Avenue Cleveland, OH 44146	
					Price	Extension	Price	Extension	Price	Extension	Price	Extension	Price	Extension
BASE BID														
1	604*	Manhole Frame & Lid Replacement to Grade, As Directed By Engineer	8	E.A.	$400.00	$3,200.00	$1,425.00	$11,400.00	$1,400.00	$11,200.00	$1,225.00	$9,800.00	$1,300.00	$10,400.00
2	607*	Fence	100	L.F.	$50.00	$5,000.00	$50.00	$5,000.00	$5.00	$500.00	$20.00	$2,000.00	$10.00	$1,000.00
3	614	Maintenance of Traffic	1	L.S.	$5,000.00	$5,000.00	$900.00	$900.00	$1,500.00	$1,500.00	$300.00	$300.00	$100.00	$100.00
4	SS-3	Bypass Pumping	1	L.S.	$10,000.00	$10,000.00	$1,475.00	$1,475.00	$1,000.00	$1,000.00	$500.00	$500.00	$500.00	$500.00
5	SS-6*	Chemical Grouting	10	GAL	$125.00	$1,250.00	$26.00	$260.00	$100.00	$1,000.00	$102.00	$1,020.00	$19.00	$190.00
6	SS-7*	Cementitious Grouting	15	CF	$125.00	$1,875.00	$20.00	$300.00	$15.00	$225.00	$15.00	$225.00	$90.00	$1,350.00
7	SS-10	Standard Manhole Rehabilitation, As Per Plan	305	V.F.	$220.00	$67,100.00	$251.00	$76,555.00	$232.00	$70,760.00	$222.00	$67,710.00	$240.00	$73,200.00
8	SS-11	Lateral Status Determination Report	1	L.S.	$5,000.00	$5,000.00	$800.00	$800.00	$6,000.00	$6,000.00	$100.00	$100.00	$1,500.00	$1,500.00
9	SS-12	8" Cured-In-Place Pipe, 6.0mm Minimum Thickness	6,255	L.F.	$42.00	$262,710.00	$22.75	$142,301.25	$26.00	$162,630.00	$36.70	$229,558.50	$39.00	$243,945.00
10	SS-12*	Trim Protruding Tap	3	E.A.	$200.00	$600.00	$110.00	$330.00	$75.00	$225.00	$300.00	$900.00	$500.00	$1,500.00
11	SS-12*	1.5 mm Incremental Wall Thickness Increase, 8" CIPP	500	L.F.	$1.50	$750.00	$1.50	$750.00	$1.45	$725.00	$1.50	$750.00	$1.00	$500.00
		BIDDER'S TOTAL FOR BASE BID =				$362,485.00		$240,071.25		$255,765.00		$312,863.50		$334,185.00
		CORRECTED BIDDER'S TOTAL FOR BASE BID =				NA		NA		NA		NA		NA

*Contingency Items

A Correct Bidder's Calculated Unit Price: labor + material was incorrectly calculated by Bidder

B Correct Bidder's Total: price x quantity was incorrectly calculated by Bidder

BY: Ryan M. Andrews
Ryan M. Andrews, PE

Evans, Mechwart, Hambleton & Tilton, Inc.
5500 New Albany Road
Columbus, OH 43054

OFFICIAL BID TABULATION

EMH&T
Engineers, Surveyors, Planners, Scientists

May 16, 2017

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

Subject: **2017 Sanitary Sewer Rehabilitation – Rocky Den Area**
Proposal for Construction Phase Engineering Services

Dear Mr. Sampson:

EMH&T is pleased to submit our proposal for construction phase services for the City's upcoming Sanitary Sewer Rehabilitation Project. The City received bids for this improvement on May 5, 2017 and Insituform Technologies, Inc. is the apparent low bidder with a total projected contract amount of $240,071. The construction duration for the project is 75 calendar days, and is anticipated to commence in June, 2017.

SCOPE OF SERVICES

EMH&T will provide construction phase engineering services for the above referenced improvements to include the following tasks:

1. Construction Management/Contract Administration:
   a. Conduct a preconstruction coordination meeting with the City, Contractor, Utilities, Police, Fire, and other stakeholders requested by the City.
      i. EMH&T will provide the following for the meeting:
         - Meeting agenda
         - Sign-in sheet
         - Submittal log
         - Meeting minutes for the City and attendees
      ii. EMH&T will prepare detailed meeting minutes to document discussion.

   b. Prior to construction, EMH&T will prepare a pre-construction video to record and photo document pre-existing conditions.

   c. Conduct bi-weekly Progress Meetings (or as otherwise directed by the City) with the City, Contractor, and other project stakeholders as requested by the City.
      i. EMH&T will provide for the meeting the following:
         - Meeting agenda
         - Sign-in sheet
         - Meeting minutes for the City and attendees

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Columbus • Charlotte • Indianapolis
emht.com

d. EMH&T will have weekly meetings with the Contractor onsite to discuss their work plan for the current week and any changes or items which need to be addressed. EMH&T will coordinate with the City's Service Director on the status and content of these discussions.

e. Review initial and monthly schedule updates with respect to general project parameters and provide a copy of the schedules and EMH&T's comments to the City for review and comment.

  i. Review order of construction and work progress schedules submitted by the Contractor, determine acceptability in accordance with the contract documents and monitor that all milestones and dates are shown as being met; and confirm acceptance or non-acceptance in writing to the Contractor

  ii. Make recommendation to the Owner for time extension requests from the Contractor

  iii. Require the Contractor to submit revised schedules when the proposed work is not anticipated to be performed in accordance with the project requirements

  iv. Provide guidance to help minimize delays and regain time lost due to delays

f. EMH&T's project representative will provide a point of contact for residents, businesses, and traveling public. The representative will walk the project corridor prior to construction to introduce themselves and provide contact information to the businesses. EMH&T will coordinate these discussions with the City's Service Director.

g. EMH&T will maintain logs of quantities and prepare/generate pay documentation for City and contractor.

  i. Maintain a log of quantities for payment.

  ii. Generate monthly and final pay estimates.

  iii. Review Contractor's claims and address whether or not Contractor's requests for additional compensation are justified.

  iv. Generate change orders and process the change orders for Contractor and City.

  v. Maintain a record of the work performed to include correspondence and daily observation reports.

h. EMH&T will conduct final project walk through with the City and generate a punchlist.

  i. Prepare punchlists for work performed not in accordance with the contract documents.

  ii. Reassess punchlists until work is completed in accordance with the contract documents

  iii. Submit a recommendation for acceptance of the project.

i. Prepare a 1-Year warranty punchlist and coordinate with the Contractor to address required warranty work. EMH&T will coordinate with the City prior to conducting the 1-Year warranty review to allow the City to provide input and participate in warranty review.

j. Maintain a set of red-line record drawings of the completed work to be used in preparation of final record drawings. EMH&T will prepare and provide record drawings of the completed work.

2. Records/Document Control:
   - a. Copies of the correspondence, change orders and pay estimates will be made available for the City Service Director to review in a manner to be determined by the City.
   - b. EMH&T will coordinate with the City to provide the following information for the City's review and retention:
     - i. Observation Reports
     - ii. Submittals
     - iii. Meeting Agendas, Sign In Sheets, and Minutes
     - iv. Material Testing Results
     - v. Project Schedule

3. Design Consultation During Construction:
   - a. EMH&T will prepare a Submittal Log to coordinate, track and document submittals throughout the execution of the construction contract.
     - i. Review submittals and shop drawings for conformance with the plans and specifications
     - ii. Provide to the City those submittals requiring specific comments such as MOT plans and resident/business notifications. EMH&T will meet with the Service Department to discuss these specific submittals and coordinate the comments/approval, as necessary.
     - iii. Copies of the shop drawings and submittals will be made available for the City.
   - b. The EMH&T design team will be available to attend meetings and respond to requests for information or clarification from the Contractor.

4. Resident Project Representation:
   - a. Provide on-site construction observation during the contract duration as required.
   - b. EMH&T will monitor construction activities performed by the Contractor and their subs and note whether the work is in conformance with the plans and specifications and measure project quantities for payment
     - i. The Resident Project Representative (RPR) will not stop work from being performed for non-conformance, but will notify the project's Senior Construction Representative immediately. The Senior Construction Representative will notify the City Service Director of non-conforming work items. The City will be responsible for providing notice of work stoppage to the Contractor
   - c. The RPR will record their observations in a daily observation report and record the quantity of items performed and completed in conformance with the contract on a daily basis in a quantity log
   - d. Copies of the daily observation reports will be made available for the City Service Director to review in a manner to be determined by the City and after the 1-Year warranty
   - e. Monitor completed work and provide the City a recommendation for acceptance.
   - f. Prepare a punchlist(s) for work performed not in accordance with the contract documents for the Engineer to review.
   - g. Reassess punchlist items until the work is completed in accordance with the contract documents.
   - h. Perform a 1-year warranty review.

EXCLUSIONS:

EMH&T shall not be responsible for:

a. Contractor's means, methods, procedure, or safety precautions.
b. GIS website updates and mapping services.

SCHEDULE

We are prepared to begin work identified in this proposal immediately upon receipt of Authorization to Proceed from the City of Reynoldsburg. The construction duration is 75 days.

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 Thirty Five Thousand Three Hundred Fifty-Four dollars ($35,354.00) without prior authorization from the City. Invoices will be submitted monthly and based on the progress of the work and are payable upon receipt.

2017 Sainitary Sewer Rehabilitation for Rocky Den Area

Description of Service/Task	**Fee**
Construction Management/Contract Administration	$19,050.00
Resident/Standby Representation	$14,720.00
EMH&T Labor Fee	$33,770.00
Reimbursable Expenses (material testing, printing, mileage, etc.)	$1,584.00
PROJECT TOTAL FEE	**$35,354.00**

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,

EMH&T, INC.

Ryan M Andrews

Ryan M. Andrews, PE

Acceptance and Authorization to Proceed:

APPROVED – CITY OF REYNOLDSBURG, OHIO

____

Authorized Signature

____

Print Name and Date

____

P.O. Number

Service Department

Bill Sampson
7232 E. Main Street
Reynoldsburg OH 43068
614-322-6884 Phone

ORDINANCE REQUEST

DATE:	**June 12, 2017**
TO:	**City Council**
RE:	ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT FOR THE 2017 Main Street WATER MAIN REPLACEMENT PROJECT, APPROPRIATING FUNDS THEREFORE, AND DECLARING AN EMERGENCY.

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

Statement of necessity: Construction schedule is 150 calendar days with an anticipated commencement date in June.

Request authorization for the Mayor to enter into contract with Rock River Construction for the 2017 Main Street Water Main Replacement for a contract amount of $1,277,417.50 and a Contingency amount of $125,342.00.

Request appropriation from the unappropriated water fund (710) to Account #710.000.0156.5621 2017 Main Street Water Main Replacement.

Sending this to Council for passage in accordance with City Charter Section 8.04(b)

Project is being funded from bond proceeds received April 19, 2017. See attached documents.

EMH&T
Engineers, Surveyors, Planners, Scientists

MEMO

Date: May 16, 2017

To: William J. Sampson, Director of Public Service

From: Ryan Andrews

Subject: East Main Street Water Main Bid Results

Copies: Paul Hellman, Water / Wastewater Superintendent

The following is a budget summary for the construction phase of the subject project based on the contractor's bid pricing:

Base Bid Construction (Water CIP):	$1,253,417.50
Recommended Contingency (10%):	$ 125,342.00
Additional Bid 1 Construction (Sewer CIP):	$ 24,000.00
Construction Management/Inspection (EMH&T):	$ 117,825.00
TOTAL CONSTRUCTION PHASE BUDGET:	$1,520,584.50

Please take note of the fact that the additional bid for this project is for manhole collar and frame replacements along E. Main Street, which should be paid out of the Sewer CIP Fund rather than the Water CIP Fund.

I have attached the Bid Tabulation, Award Recommendation Letter, Notice of Award, and inspection proposal to this memorandum for your review. If the City is in agreement with our recommendation, please move forward with funding legislation. Once legislation is in place, please return a signed copy of the Notice of Award to me so we can prepare the contracts for signing and schedule a preconstruction meeting. If you have any questions or comments, please feel free to contact me at 614-775-4555.

Attachments:
- Award Recommendation Letter
- Bid Tabulation
- Notice of Award
- Proposal for Construction Management and Inspection Services

Attachment: Award Recommendation_WM (2) (1791 : 2017 Main Street Water Main Replacement)

EMH&T
Engineers, Surveyors, Planners, Scientists

May 9, 2017

Mr. William J. Sampson, LEED Green Associate
Director of Public Service
City of Reynoldsburg
7232 East Main Street
Reynoldsburg, Ohio 43068

Re: Water Main Replacement for East Main Street

Dear Mr. Sampson,

We have completed our analysis of the bids received on May 5, 2017 for the Water Main Replacement for East Main Street. Based on our review of the public bid results, we recommend that the contract be awarded to Rock River Construction Ltd. for the amount of $1,277,417.50 for the work included under the Base Bid and Additional Bid 1. They appear to be qualified for this type of work and their prices are competitive when compared to those of recent, similar projects.

Please review the enclosed information. Once City Council authorizes this project for construction, we will prepare conformed copies of the contract documents and forward them to the selected Contractor for execution. Please do not hesitate to contact me if you should have any additional questions.

Sincerely,

EVANS, MECHWART, HAMBLETON & TILTON, INC.

Ryan M. Andrews, PE

Attachments:
  Bid Tabulation
  Notice of Award of Contract

Attachment: Award Recommendation_WM (2) (1791 : 2017 Main Street Water Main Replacement)

______________________, 2017

Sent by Regular US Mail

Surety:
Western Surety Company
333 South Wabash Avenue
Chicago, Illinois 60604

Surety Agent:
Arnold Insurance, Inc.
1400 Haft Drive
Reynoldsburg, Ohio 43068

Re: Notice of Award of Contract

To Whom It May Concern:

You are notified that your principal, Rock River Construction Ltd. (contractor) has been awarded a contract for **Water Main Replacement for East Main Street** in the amount of $1,277,417.50______ by the City of Reynoldsburg.

Thank you,

By ____
Name/Title: Brad McCloud, Mayor

NTS

CITY OF REYNOLDSBURG, OHIO

Water Replacement for East Main Street

EMH&T JN: 2016-1247
Bids Received: May 5, 2017

Ref. No.	Item No.	Description	Quantity	Units	Engineer's Estimate		Rock River Construction Ltd. 541 Mill Park Drive Ste. C Lancaster, Ohio 43130	
					Price	Extension	Price	Extension
BASE BID								
1	202*	Removal and Disposal of Asbestos Cement Pipe	50	L.F.	$150.00	$7,500.00	$7.00	$350.00
2	207	Sedimentation and Erosion Control	1	L.S.	$5,000.00	$5,000.00	$2,500.00	$2,500.00
3	259	Permanent Pavement Replacement , Type 1B, Per R-1	1,725	S.Y.	$115.00	$198,375.00	$163.00	$281,175.00
4	259	Permanent Pavement Replacement, Type 2B, Per R-2	115	S.Y.	$75.00	$8,625.00	$154.00	$17,710.00
5	259	Permanent Pavement Replacement, Type 3A, Per R-3	35	S.Y.	$80.00	$2,800.00	$52.00	$1,820.00
6	259	Permanent Pavement Replacement, Type 3B, Per R-3	25	S.Y.	$65.00	$1,625.00	$56.00	$1,400.00
7	608	Remove and Replace Concrete Sidewalk (Full Panel at Water Service Locations), Per R-9	4,300	S.F.	$11.00	$47,300.00	$5.00	$21,500.00
8	608	Remove and Replace Brick Walk (at Water Service Locations), Per Detail	300	S.F.	$16.00	$4,800.00	$6.00	$1,800.00
9	608	Remove and Replace Concrete Curb Ramps, Per R-10	200	S.F.	$12.00	$2,400.00	$8.00	$1,600.00
10	608	Detectable Warning System, Per R-10	1	Ea.	$250.00	$250.00	$250.00	$250.00
11	609	Remove and Replace Straight 18" Curb (Spot Repairs), Per R-8	300	L.F.	$35.00	$10,500.00	$18.00	$5,400.00
12	614	Maintenance of Traffic	1	L.S.	$100,000.00	$100,000.00	$95,000.00	$95,000.00
13	623	Construction Layout Stakes	1	L.S.	$20,000.00	$20,000.00	$12,775.00	$12,775.00
14	632*	Loop Detector, As Per Plan	4	Ea.	$1,800.00	$7,200.00	$1,500.00	$6,000.00
15	644	Lane Line, 5"	250	L.F.	$8.00	$2,000.00	$0.43	$107.50
16	644	Center Line, 5"	250	L.F.	$8.00	$2,000.00	$1.25	$312.50
17	644	Channelizing Line, 10"	50	L.F.	$15.00	$750.00	$1.85	$92.50
18	644	Stop Line, 20"	20	L.F.	$15.00	$300.00	$5.95	$119.00
19	644	Crosswalk Line, 10"	200	L.F.	$8.00	$1,600.00	$2.95	$590.00
20	644	Transverse / Diagonal Line, 20"	71	L.F.	$15.00	$1,065.00	$6.00	$426.00
21	644	Lanne Arrow, 72"	5	Ea.	$250.00	$1,250.00	$85.00	$425.00
22	644	School Marking	2	Ea.	$750.00	$1,500.00	$955.00	$1,910.00
23	644	Word on Pavement, 72", "ONLY"	1	Ea.	$400.00	$400.00	$116.00	$116.00
24	647	Crosswalk Line, Type 2, As Per Plan	13	L.F.	$50.00	$650.00	$178.00	$2,314.00
25	653	Topsoil, Furnished and Placed (D=3", Typ.)	75	C.Y.	$55.00	$4,125.00	$36.00	$2,700.00
26	659	Seeding and Mulching, Per Plan	900	S.Y.	$2.50	$2,250.00	$4.00	$3,600.00
27	801	12-in Ductile Iron Water Main and Appurtenances with Bedding and Granular Backfill Per WA-1 and CMSC 801.11	3,170	L.F.	$125.00	$396,250.00	$142.00	$450,140.00

CITY OF REYNOLDSBURG, OHIO

Water Replacement for East Main Street

EMH&T JN: 2016-1247

Bids Received: May 5, 2017

Ref. No.	Item No.	Description	Quantity	Units	Engineer's Estimate		Rock River Construction Ltd. 541 Mill Park Drive Ste. C Lancaster, Ohio 43130	
					Price	Extension	Price	Extension
28	802	10-in Ductile Iron Water Main and Appurtenances with Bedding and Granular Backfill Per WA-1 and CMSC 801.11	25	L.F.	$120.00	$3,000.00	$140.00	$3,500.00
29	801	8-in Ductile Iron Water Main and Appurtenances with Bedding and Granular Backfill Per WA-1 and CMSC 801.11	160	L.F.	$110.00	$17,600.00	$110.00	$17,600.00
30	801	6-in Ductile Iron Water Main and Appurtenances with Bedding and Granular Backfill Per WA-1 and CMSC 801.11	310	L.F.	$90.00	$27,900.00	$100.00	$31,000.00
31	801*	Ductile Iron Fittings, Increase or Decrease	500	Lbs.	$2.50	$1,250.00	$5.00	$2,500.00
32	802	12-in Water Valve with HD Box, Per WA-9	8	Ea.	$2,500.00	$20,000.00	$2,500.00	$20,000.00
33	802	8-in Water Valve with HD Box, Per WA-9	3	Ea.	$1,500.00	$4,500.00	$1,500.00	$4,500.00
34	802	6-in Water Valve with HD Box, Per WA-9	18	Ea.	$1,000.00	$18,000.00	$1,000.00	$18,000.00
35	805	3/4-in Water Service, Transferred (Long) w/New Service Box, Per WA-4	37	Ea.	$2,250.00	$83,250.00	$2,000.00	$74,000.00
36	805	3/4-in Water Service, Transferred (Short) w/New Service Box, Per WA-4	27	Ea.	$1,850.00	$49,950.00	$1,800.00	$48,600.00
37	805	1-in Water Service, Transferred (Long) w/New Service Box, Per WA-4	6	Ea.	$2,750.00	$16,500.00	$2,400.00	$14,400.00
38	805	1-in Water Service, Transferred (Short) w/New Service Box, Per WA-4	1	Ea.	$2,000.00	$2,000.00	$2,200.00	$2,200.00
39	805	1-1/2-in Water Service, Transferred (Short) w/New Service Box, Per WA-4	1	Ea.	$2,250.00	$2,250.00	$2,500.00	$2,500.00
40	805	2-in Water Service, Transferred (Short) w/New Service Box, Per WA-4	1	Ea.	$2,500.00	$2,500.00	$3,500.00	$3,500.00
41	808	Cut and Plug Existing 12-in Water Main	2	Ea.	$750.00	$1,500.00	$3,000.00	$6,000.00
42	808	Cut and Plug Existing 8-in Water Main	2	Ea.	$650.00	$1,300.00	$3,000.00	$6,000.00
43	808	Cut and Plug Existing 6-in Water Main	7	Ea.	$650.00	$4,550.00	$2,600.00	$18,200.00
44	808	Cut and Plug Existing 4-in Water Main	2	Ea.	$650.00	$1,300.00	$2,600.00	$5,200.00
45	809	Fire Hydrant, Type A, Per WA-10	8	Ea.	$3,500.00	$28,000.00	$4,000.00	$32,000.00
46	809	Fire Hydrant, Type A Modified, Per WA-11	3	Ea.	$3,500.00	$10,500.00	$4,000.00	$12,000.00
47	809	Fire Hydrant, Removed and Delivered to the City	7	Ea.	$500.00	$3,500.00	$1,000.00	$7,000.00
48	811*	Increase or Decrease in Excavation and Backfill	200	C.Y.	$25.00	$5,000.00	$20.00	$4,000.00
49	SPEC	Water Coordinate Table	1	L.S.	$4,000.00	$4,000.00	$2,585.00	$2,585.00
50	808	Cut and Plug Existing 10-in Water Main	2	Ea.	$700.00	$1,400.00	$3,000.00	$6,000.00

*Contingency Items

	Engineer's Estimate	Rock River Construction Ltd.
BIDDER'S TOTAL FOR BASE BID =	$1,140,265.00	$1,253,417.50
CORRECTED BIDDER'S TOTAL FOR BASE BID =	NA	NA

[A] Correct Bidder's Calculated Unit Price: labor + material was incorrectly calculated by Bidder

[B] Correct Bidder's Total: price x quantity was incorrectly calculated by Bidder

CITY OF REYNOLDSBURG, OHIO

Water Replacement for East Main Street

EMH&T JN: 2016-1247
Bids Received: May 5, 2017

Ref. No.	Item No.	Description	Quantity	Units	Engineer's Estimate		Rock River Construction Ltd. 541 Mill Park Drive Ste. C Lancaster, Ohio 43130	
					Price	Extension	Price	Extension
ADDITIONAL BID 1								
A1-1	604	Manhole, Adjust to Grade with Concrete Collar and New Frame and Cover, Per SA-8	15	Ea.	$1,500.00	$22,500.00	$1,600.00	$24,000.00
		*Contingency Items						
		BIDDER'S TOTAL FOR BASE BID =				$22,500.00		$24,000.00
		CORRECTED BIDDER'S TOTAL FOR BASE BID =				NA		NA

A Correct Bidder's Calculated Unit Price: labor + material was incorrectly calculated by Bidder

B Correct Bidder's Total: price x quantity was incorrectly calculated by Bidder

BY:

Ryan M. Andrews, PE

Evans, Mechwart, Hambleton & Tilton, Inc.
5500 New Albany Road
Columbus, OH 43054

EMH&T
Engineers, Surveyors, Planners, Scientists

May 16, 2017

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

Subject: **2017 Main Street Water Main Replacement Project**
Proposal for Construction Phase Engineering Services

Dear Mr. Sampson:

EMH&T is pleased to submit our proposal for construction phase services for the City's upcoming Main Street Water Main Replacement Project. The City received bids for this improvement on May 5, 2017 and Rock River Construction Ltd. is the apparent low bidder with a total projected contract amount of $1,253,417. The construction duration for the project is 150 calendar days, and is anticipated to commence in June, 2017.

SCOPE OF SERVICES

EMH&T will provide construction phase engineering services for the above referenced improvements to include the following tasks:

1. Construction Management/Contract Administration:
   a. Conduct a preconstruction coordination meeting with the City, Contractor, Utilities, Police, Fire, and other stakeholders requested by the City.
      i. EMH&T will provide the following for the meeting:
         - Meeting agenda
         - Sign-in sheet
         - Submittal log
         - Meeting minutes for the City and attendees
      ii. EMH&T will prepare detailed meeting minutes to document discussion.

   b. Prior to construction, EMH&T will prepare a pre-construction video to record and photo document pre-existing conditions.

   c. Conduct bi-weekly Progress Meetings (or as otherwise directed by the City) with the City, Contractor, and other project stakeholders as requested by the City.
      i. EMH&T will provide for the meeting the following:
         - Meeting agenda
         - Sign-in sheet
         - Meeting minutes for the City and attendees

d. EMH&T will have weekly meetings with the Contractor onsite to discuss their work plan for the current week and any changes or items which need to be addressed. EMH&T will coordinate with the City's Service Director on the status and content of these discussions.

e. Review initial and monthly schedule updates with respect to general project parameters and provide a copy of the schedules and EMH&T's comments to the City for review and comment.

   i. Review order of construction and work progress schedules submitted by the Contractor, determine acceptability in accordance with the contract documents and monitor that all milestones and dates are shown as being met; and confirm acceptance or non-acceptance in writing to the Contractor
   ii. Make recommendation to the Owner for time extension requests from the Contractor
   iii. Require the Contractor to submit revised schedules when the proposed work is not anticipated to be performed in accordance with the project requirements
   iv. Provide guidance to help minimize delays and regain time lost due to delays

f. EMH&T's project representative will provide a point of contact for residents, businesses, and traveling public. The representative will walk the project corridor prior to construction to introduce themselves and provide contact information to the businesses. EMH&T will coordinate these discussions with the City's Service Director.

g. EMH&T will maintain logs of quantities and prepare/generate pay documentation for City and contractor.

   i. Maintain a log of quantities for payment.
   ii. Generate monthly and final pay estimates.
   iii. Review Contractor's claims and address whether or not Contractor's requests for additional compensation are justified.
   iv. Generate change orders and process the change orders for Contractor and City.
   v. Maintain a record of the work performed to include correspondence and daily observation reports.

h. EMH&T will conduct final project walk through with the City and generate a punchlist.

   i. Prepare punchlists for work performed not in accordance with the contract documents.
   ii. Reassess punchlists until work is completed in accordance with the contract documents
   iii. Submit a recommendation for acceptance of the project.

i. Prepare a 1-Year warranty punchlist and coordinate with the Contractor to address required warranty work. EMH&T will coordinate with the City prior to conducting the 1-Year warranty review to allow the City to provide input and participate in warranty review.

j. Maintain a set of red-line record drawings of the completed work to be used in preparation of final record drawings. EMH&T will prepare and provide record drawings of the completed work.

2. Records/Document Control:
    a. Copies of the correspondence, change orders and pay estimates will be made available for the City Service Director to review in a manner to be determined by the City.
    b. EMH&T will coordinate with the City to provide the following information for the City's review and retention:
        i. Observation Reports
        ii. Submittals
        iii. Meeting Agendas, Sign In Sheets, and Minutes
        iv. Material Testing Results
        v. Project Schedule

3. Design Consultation During Construction:
    a. EMH&T will prepare a Submittal Log to coordinate, track and document submittals throughout the execution of the construction contract.
        i. Review submittals and shop drawings for conformance with the plans and specifications
        ii. Provide to the City those submittals requiring specific comments such as MOT plans and resident/business notifications. EMH&T will meet with the Service Department to discuss these specific submittals and coordinate the comments/approval, as necessary.
        iii. Copies of the shop drawings and submittals will be made available for the City.
    b. The EMH&T design team will be available to attend meetings and respond to requests for information or clarification from the Contractor.

4. Resident Project Representation:
    a. Provide on-site construction observation during the contract duration as required.
    b. EMH&T will monitor construction activities performed by the Contractor and their subs and note whether the work is in conformance with the plans and specifications and measure project quantities for payment
        i. The Resident Project Representative (RPR) will not stop work from being performed for non-conformance, but will notify the project's Senior Construction Representative immediately. The Senior Construction Representative will notify the City Service Director of non-conforming work items. The City will be responsible for providing notice of work stoppage to the Contractor
    c. The RPR will record their observations in a daily observation report and record the quantity of items performed and completed in conformance with the contract on a daily basis in a quantity log
    d. Copies of the daily observation reports will be made available for the City Service Director to review in a manner to be determined by the City and after the 1-Year warranty
    e. Monitor completed work and provide the City a recommendation for acceptance.
    f. Prepare a punchlist(s) for work performed not in accordance with the contract documents for the Engineer to review.
    g. Reassess punchlist items until the work is completed in accordance with the contract documents.
    h. Perform a 1-year warranty review.

5. Material Testing:
    a. EMH&T will subcontract with DHDC to provide material testing for this project. This testing may include the following:
    b. Nuclear density testing of the upper 3 feet of soil and/or granular water, storm and sewer trench backfill.
    c. Observe a proofroll of prepared roadway subgrade soils.
    d. Observe a proofroll of prepared roadway aggregate base.
    e. Nuclear density testing of roadway aggregate base.
    f. Temperature, thickness and placement observations of asphalt placement along with appropriate nuclear density testing.
    g. Prepare and test concrete compressive strength cylinders.
    h. Copies of the material testing reports will be made available for the City Service Director to review in a manner to be determined by the City.

EXCLUSIONS:

EMH&T shall not be responsible for:

a. Contractor's means, methods, procedure, or safety precautions.
b. Construction layout staking will be performed by the Contractor.
c. GIS website updates and mapping services.

SCHEDULE

We are prepared to begin work identified in this proposal immediately upon receipt of Authorization to Proceed from the City of Reynoldsburg. The construction duration is 150 days.

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 One Hundred Seventeen Thousand Eight Hundred Twenty-Five dollars ($117,825.00) 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

2017 Main Street Water Main Replacement Project

Description of Service/Task	Fee
Construction Management/Contract Administration	$43,850.00
Resident/Standby Representation	$66,045.00
EMH&T Labor Fee	$109,895.00
Reimbursable Expenses (material testing, printing, mileage, etc.)	$7,930.00
PROJECT TOTAL FEE	**$117,825.00**

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,

EMH&T, INC.

Ryan M. Andrews, PE

Acceptance and Authorization to Proceed:

APPROVED – CITY OF REYNOLDSBURG, OHIO

Authorized Signature

Print Name and Date

P.O. Number

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

ORDINANCE REQUEST

DATE: **June 12, 2017**

TO: **City Council**

RE: ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT FOR INSPECTION SERVICES FOR THE 2017 MAIN STREET WATER MAIN REPLACEMENT PROJECT, APPROPRIATING FUNDS THEREFORE, AND DECLARING AN EMERGENCY

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

Statement of necessity: Construction schedule is 150 calendar days with an anticipated commencement date in June.

Request authorization for the Mayor to enter into contract with EMH&T for the 2017 Main Street Water Main Replacement Construction Management and Inspection for a contract amount of $117,825.00.

Request appropriation from the unappropriated water fund (710) to Account #710.000.0156.5621 2017 Main Street Water Main Replacement.

Sending this to Council for passage in accordance with City Charter Section 8.04(b)

Project is being funded from bond proceeds received April 19, 2017. See attached documents.

EMH&T
Engineers, Surveyors, Planners, Scientists

MEMO

Date: May 16, 2017

To: William J. Sampson, Director of Public Service

From: Ryan Andrews

Subject: East Main Street Water Main Bid Results

Copies: Paul Hellman, Water / Wastewater Superintendent

The following is a budget summary for the construction phase of the subject project based on the contractor's bid pricing:

Base Bid Construction (Water CIP):	$1,253,417.50
Recommended Contingency (10%):	$ 125,342.00
Additional Bid 1 Construction (Sewer CIP):	$ 24,000.00
Construction Management/Inspection (EMH&T):	$ 117,825.00

TOTAL CONSTRUCTION PHASE BUDGET: $1,520,584.50

Please take note of the fact that the additional bid for this project is for manhole collar and frame replacements along E. Main Street, which should be paid out of the Sewer CIP Fund rather than the Water CIP Fund.

I have attached the Bid Tabulation, Award Recommendation Letter, Notice of Award, and inspection proposal to this memorandum for your review. If the City is in agreement with our recommendation, please move forward with funding legislation. Once legislation is in place, please return a signed copy of the Notice of Award to me so we can prepare the contracts for signing and schedule a preconstruction meeting. If you have any questions or comments, please feel free to contact me at 614-775-4555.

Attachments:
- Award Recommendation Letter
- Bid Tabulation
- Notice of Award
- Proposal for Construction Management and Inspection Services

EMH&T
Engineers, Surveyors, Planners, Scientists

May 9, 2017

Mr. William J. Sampson, LEED Green Associate
Director of Public Service
City of Reynoldsburg
7232 East Main Street
Reynoldsburg, Ohio 43068

Re: Water Main Replacement for East Main Street

Dear Mr. Sampson,

We have completed our analysis of the bids received on May 5, 2017 for the Water Main Replacement for East Main Street. Based on our review of the public bid results, we recommend that the contract be awarded to Rock River Construction Ltd. for the amount of $1,277,417.50 for the work included under the Base Bid and Additional Bid 1. They appear to be qualified for this type of work and their prices are competitive when compared to those of recent, similar projects.

Please review the enclosed information. Once City Council authorizes this project for construction, we will prepare conformed copies of the contract documents and forward them to the selected Contractor for execution. Please do not hesitate to contact me if you should have any additional questions.

Sincerely,

EVANS, MECHWART, HAMBLETON & TILTON, INC.

Ryan M. Andrews, PE

Attachments:
- Bid Tabulation
- Notice of Award of Contract

5500 New Albany Road, Columbus, OH 43054 • Phone 614.775.4500 • Fax 614.775.4800
Columbus • Charlotte • Indianapolis
emht.com

____________________, 2017

Sent by Regular US Mail

Surety:
Western Surety Company
333 South Wabash Avenue
Chicago, Illinois 60604

Surety Agent:
Arnold Insurance, Inc.
1400 Haft Drive
Reynoldsburg, Ohio 43068

Re: Notice of Award of Contract

To Whom It May Concern:

You are notified that your principal, Rock River Construction Ltd. (contractor) has been awarded a contract for **Water Main Replacement for East Main Street** in the amount of $1,277,417.50 by the City of Reynoldsburg.

Thank you,

By ______________________________
Name/Title: Brad McCloud, Mayor

NTS

CITY OF REYNOLDSBURG, OHIO

Water Replacement for East Main Street

EMH&T JN: 2016-1247
Bids Received: May 5, 2017

Ref. No.	Item No.	Description	Quantity	Units	Engineer's Estimate		Rock River Construction Ltd. 541 Mill Park Drive Ste. C Lancaster, Ohio 43130	
					Price	Extension	Price	Extension
BASE BID								
1	202*	Removal and Disposal of Asbestos Cement Pipe	50	L.F.	$150.00	$7,500.00	$7.00	$350.00
2	207	Sedimentation and Erosion Control	1	L.S.	$5,000.00	$5,000.00	$2,500.00	$2,500.00
3	259	Permanent Pavement Replacement , Type 1B, Per R-1	1,725	S.Y.	$115.00	$198,375.00	$163.00	$281,175.00
4	259	Permanent Pavement Replacement, Type 2B, Per R-2	115	S.Y.	$75.00	$8,625.00	$154.00	$17,710.00
5	259	Permanent Pavement Replacement, Type 3A, Per R-3	35	S.Y.	$80.00	$2,800.00	$52.00	$1,820.00
6	259	Permanent Pavement Replacement, Type 3B, Per R-3	25	S.Y.	$65.00	$1,625.00	$56.00	$1,400.00
7	608	Remove and Replace Concrete Sidewalk (Full Panel at Water Service Locations), Per R-9	4,300	S.F.	$11.00	$47,300.00	$5.00	$21,500.00
8	608	Remove and Replace Brick Walk (at Water Service Locations), Per Detail	300	S.F.	$16.00	$4,800.00	$6.00	$1,800.00
9	608	Remove and Replace Concrete Curb Ramps, Per R-10	200	S.F.	$12.00	$2,400.00	$8.00	$1,600.00
10	608	Detectable Warning System, Per R-10	1	Ea.	$250.00	$250.00	$250.00	$250.00
11	609	Remove and Replace Straight 18" Curb (Spot Repairs), Per R-8	300	L.F.	$35.00	$10,500.00	$18.00	$5,400.00
12	614	Maintenance of Traffic	1	L.S.	$100,000.00	$100,000.00	$95,000.00	$95,000.00
13	623	Construction Layout Stakes	1	L.S.	$20,000.00	$20,000.00	$12,775.00	$12,775.00
14	632*	Loop Detector, As Per Plan	4	Ea.	$1,800.00	$7,200.00	$1,500.00	$6,000.00
15	644	Lane Line, 5"	250	L.F.	$8.00	$2,000.00	$0.43	$107.50
16	644	Center Line, 5"	250	L.F.	$8.00	$2,000.00	$1.25	$312.50
17	644	Channelizing Line, 10"	50	L.F.	$15.00	$750.00	$1.85	$92.50
18	644	Stop Line, 20"	20	L.F.	$15.00	$300.00	$5.95	$119.00
19	644	Crosswalk Line, 10"	200	L.F.	$8.00	$1,600.00	$2.95	$590.00
20	644	Transverse / Diagonal Line, 20"	71	L.F.	$15.00	$1,065.00	$6.00	$426.00
21	644	Lanne Arrow, 72"	5	Ea.	$250.00	$1,250.00	$85.00	$425.00
22	644	School Marking	2	Ea.	$750.00	$1,500.00	$955.00	$1,910.00
23	644	Word on Pavement, 72", "ONLY"	1	Ea.	$400.00	$400.00	$116.00	$116.00
24	647	Crosswalk Line, Type 2, As Per Plan	13	L.F.	$50.00	$650.00	$178.00	$2,314.00
25	653	Topsoil, Furnished and Placed (D=3", Typ.)	75	C.Y.	$55.00	$4,125.00	$36.00	$2,700.00
26	659	Seeding and Mulching, Per Plan	900	S.Y.	$2.50	$2,250.00	$4.00	$3,600.00
27	801	12-in Ductile Iron Water Main and Appurtenances with Bedding and Granular Backfill Per WA-1 and CMSC 801.11	3,170	L.F.	$125.00	$396,250.00	$142.00	$450,140.00

CITY OF REYNOLDSBURG, OHIO

Water Replacement for East Main Street

EMH&T JN: 2016-1247

Bids Received: May 5, 2017

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					Price	Extension	Price	Extension
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29	801	8-in Ductile Iron Water Main and Appurtenances with Bedding and Granular Backfill Per WA-1 and CMSC 801.11	160	L.F.	$110.00	$17,600.00	$110.00	$17,600.00
30	801	6-in Ductile Iron Water Main and Appurtenances with Bedding and Granular Backfill Per WA-1 and CMSC 801.11	310	L.F.	$90.00	$27,900.00	$100.00	$31,000.00
31	801*	Ductile Iron Fittings, Increase or Decrease	500	Lbs.	$2.50	$1,250.00	$5.00	$2,500.00
32	802	12-in Water Valve with HD Box, Per WA-9	8	Ea.	$2,500.00	$20,000.00	$2,500.00	$20,000.00
33	802	8-in Water Valve with HD Box, Per WA-9	3	Ea.	$1,500.00	$4,500.00	$1,500.00	$4,500.00
34	802	6-in Water Valve with HD Box, Per WA-9	18	Ea.	$1,000.00	$18,000.00	$1,000.00	$18,000.00
35	805	3/4-in Water Service, Transferred (Long) w/New Service Box, Per WA-4	37	Ea.	$2,250.00	$83,250.00	$2,000.00	$74,000.00
36	805	3/4-in Water Service, Transferred (Short) w/New Service Box, Per WA-4	27	Ea.	$1,850.00	$49,950.00	$1,800.00	$48,600.00
37	805	1-in Water Service, Transferred (Long) w/New Service Box, Per WA-4	6	Ea.	$2,750.00	$16,500.00	$2,400.00	$14,400.00
38	805	1-in Water Service, Transferred (Short) w/New Service Box, Per WA-4	1	Ea.	$2,000.00	$2,000.00	$2,200.00	$2,200.00
39	805	1-1/2-in Water Service, Transferred (Short) w/New Service Box, Per WA-4	1	Ea.	$2,250.00	$2,250.00	$2,500.00	$2,500.00
40	805	2-in Water Service, Transferred (Short) w/New Service Box, Per WA-4	1	Ea.	$2,500.00	$2,500.00	$3,500.00	$3,500.00
41	808	Cut and Plug Existing 12-in Water Main	2	Ea.	$750.00	$1,500.00	$3,000.00	$6,000.00
42	808	Cut and Plug Existing 8-in Water Main	2	Ea.	$650.00	$1,300.00	$3,000.00	$6,000.00
43	808	Cut and Plug Existing 6-in Water Main	7	Ea.	$650.00	$4,550.00	$2,600.00	$18,200.00
44	808	Cut and Plug Existing 4-in Water Main	2	Ea.	$650.00	$1,300.00	$2,600.00	$5,200.00
45	809	Fire Hydrant, Type A, Per WA-10	8	Ea.	$3,500.00	$28,000.00	$4,000.00	$32,000.00
46	809	Fire Hydrant, Type A Modified, Per WA-11	3	Ea.	$3,500.00	$10,500.00	$4,000.00	$12,000.00
47	809	Fire Hydrant, Removed and Delivered to the City	7	Ea.	$500.00	$3,500.00	$1,000.00	$7,000.00
48	811*	Increase or Decrease in Excavation and Backfill	200	C.Y.	$25.00	$5,000.00	$20.00	$4,000.00
49	SPEC	Water Coordinate Table	1	L.S.	$4,000.00	$4,000.00	$2,585.00	$2,585.00
50	808	Cut and Plug Existing 10-in Water Main	2	Ea.	$700.00	$1,400.00	$3,000.00	$6,000.00
		BIDDER'S TOTAL FOR BASE BID =				$1,140,265.00		$1,253,417.50
		CORRECTED BIDDER'S TOTAL FOR BASE BID =				NA		NA

*Contingency Items

A Correct Bidder's Calculated Unit Price: labor + material was incorrectly calculated by Bidder

B Correct Bidder's Total: price x quantity was incorrectly calculated by Bidder

CITY OF REYNOLDSBURG, OHIO

Water Replacement for East Main Street

EMH&T JN: 2016-1247
Bids Received: May 5, 2017

Ref. No.	Item No.	Description	Quantity	Units	Engineer's Estimate		Rock River Construction Ltd. 541 Mill Park Drive Ste. C Lancaster, Ohio 43130	
					Price	Extension	Price	Extension
ADDITIONAL BID 1								
A1-1	604	Manhole, Adjust to Grade with Concrete Collar and New Frame and Cover, Per SA-8	15	Ea.	$1,500.00	$22,500.00	$1,600.00	$24,000.00

*Contingency Items

	Engineer's Estimate	Rock River Construction Ltd.
BIDDER'S TOTAL FOR BASE BID =	$22,500.00	$24,000.00
CORRECTED BIDDER'S TOTAL FOR BASE BID =	NA	NA

A Correct Bidder's Calculated Unit Price: labor + material was incorrectly calculated by Bidder

B Correct Bidder's Total: price x quantity was incorrectly calculated by Bidder

BY: **Ryan M. Andrews, PE**

Evans, Mechwart, Hambleton & Tilton, Inc.
5500 New Albany Road
Columbus, OH 43054

EMH&T
Engineers, Surveyors, Planners, Scientists

May 16, 2017

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

Subject: **2017 Main Street Water Main Replacement Project**
Proposal for Construction Phase Engineering Services

Dear Mr. Sampson:

EMH&T is pleased to submit our proposal for construction phase services for the City's upcoming Main Street Water Main Replacement Project. The City received bids for this improvement on May 5, 2017 and Rock River Construction Ltd. is the apparent low bidder with a total projected contract amount of $1,253,417. The construction duration for the project is 150 calendar days, and is anticipated to commence in June, 2017.

SCOPE OF SERVICES

EMH&T will provide construction phase engineering services for the above referenced improvements to include the following tasks:

1. Construction Management/Contract Administration:
    a. Conduct a preconstruction coordination meeting with the City, Contractor, Utilities, Police, Fire, and other stakeholders requested by the City.
        i. EMH&T will provide the following for the meeting:
            - Meeting agenda
            - Sign-in sheet
            - Submittal log
            - Meeting minutes for the City and attendees
        ii. EMH&T will prepare detailed meeting minutes to document discussion.
    b. Prior to construction, EMH&T will prepare a pre-construction video to record and photo document pre-existing conditions.
    c. Conduct bi-weekly Progress Meetings (or as otherwise directed by the City) with the City, Contractor, and other project stakeholders as requested by the City.
        i. EMH&T will provide for the meeting the following:
            - Meeting agenda
            - Sign-in sheet
            - Meeting minutes for the City and attendees

d. EMH&T will have weekly meetings with the Contractor onsite to discuss their work plan for the current week and any changes or items which need to be addressed. EMH&T will coordinate with the City's Service Director on the status and content of these discussions.

e. Review initial and monthly schedule updates with respect to general project parameters and provide a copy of the schedules and EMH&T's comments to the City for review and comment.

   i. Review order of construction and work progress schedules submitted by the Contractor, determine acceptability in accordance with the contract documents and monitor that all milestones and dates are shown as being met; and confirm acceptance or non-acceptance in writing to the Contractor

   ii. Make recommendation to the Owner for time extension requests from the Contractor

   iii. Require the Contractor to submit revised schedules when the proposed work is not anticipated to be performed in accordance with the project requirements

   iv. Provide guidance to help minimize delays and regain time lost due to delays

f. EMH&T's project representative will provide a point of contact for residents, businesses, and traveling public. The representative will walk the project corridor prior to construction to introduce themselves and provide contact information to the businesses. EMH&T will coordinate these discussions with the City's Service Director.

g. EMH&T will maintain logs of quantities and prepare/generate pay documentation for City and contractor.

   i. Maintain a log of quantities for payment.

   ii. Generate monthly and final pay estimates.

   iii. Review Contractor's claims and address whether or not Contractor's requests for additional compensation are justified.

   iv. Generate change orders and process the change orders for Contractor and City.

   v. Maintain a record of the work performed to include correspondence and daily observation reports.

h. EMH&T will conduct final project walk through with the City and generate a punchlist.

   i. Prepare punchlists for work performed not in accordance with the contract documents.

   ii. Reassess punchlists until work is completed in accordance with the contract documents

   iii. Submit a recommendation for acceptance of the project.

i. Prepare a 1-Year warranty punchlist and coordinate with the Contractor to address required warranty work. EMH&T will coordinate with the City prior to conducting the 1-Year warranty review to allow the City to provide input and participate in warranty review.

j. Maintain a set of red-line record drawings of the completed work to be used in preparation of final record drawings. EMH&T will prepare and provide record drawings of the completed work.

2. Records/Document Control:
   a. Copies of the correspondence, change orders and pay estimates will be made available for the City Service Director to review in a manner to be determined by the City.
   b. EMH&T will coordinate with the City to provide the following information for the City's review and retention:
      i. Observation Reports
      ii. Submittals
      iii. Meeting Agendas, Sign In Sheets, and Minutes
      iv. Material Testing Results
      v. Project Schedule

3. Design Consultation During Construction:
   a. EMH&T will prepare a Submittal Log to coordinate, track and document submittals throughout the execution of the construction contract.
      i. Review submittals and shop drawings for conformance with the plans and specifications
      ii. Provide to the City those submittals requiring specific comments such as MOT plans and resident/business notifications. EMH&T will meet with the Service Department to discuss these specific submittals and coordinate the comments/approval, as necessary.
      iii. Copies of the shop drawings and submittals will be made available for the City.
   b. The EMH&T design team will be available to attend meetings and respond to requests for information or clarification from the Contractor.

4. Resident Project Representation:
   a. Provide on-site construction observation during the contract duration as required.
   b. EMH&T will monitor construction activities performed by the Contractor and their subs and note whether the work is in conformance with the plans and specifications and measure project quantities for payment
      i. The Resident Project Representative (RPR) will not stop work from being performed for non-conformance, but will notify the project's Senior Construction Representative immediately. The Senior Construction Representative will notify the City Service Director of non-conforming work items. The City will be responsible for providing notice of work stoppage to the Contractor
   c. The RPR will record their observations in a daily observation report and record the quantity of items performed and completed in conformance with the contract on a daily basis in a quantity log
   d. Copies of the daily observation reports will be made available for the City Service Director to review in a manner to be determined by the City and after the 1-Year warranty
   e. Monitor completed work and provide the City a recommendation for acceptance.
   f. Prepare a punchlist(s) for work performed not in accordance with the contract documents for the Engineer to review.
   g. Reassess punchlist items until the work is completed in accordance with the contract documents.
   h. Perform a 1-year warranty review.

5. Material Testing:
    a. EMH&T will subcontract with DHDC to provide material testing for this project. This testing may include the following:
    b. Nuclear density testing of the upper 3 feet of soil and/or granular water, storm and sewer trench backfill.
    c. Observe a proofroll of prepared roadway subgrade soils.
    d. Observe a proofroll of prepared roadway aggregate base.
    e. Nuclear density testing of roadway aggregate base.
    f. Temperature, thickness and placement observations of asphalt placement along with appropriate nuclear density testing.
    g. Prepare and test concrete compressive strength cylinders.
    h. Copies of the material testing reports will be made available for the City Service Director to review in a manner to be determined by the City.

EXCLUSIONS:

EMH&T shall not be responsible for:

a. Contractor's means, methods, procedure, or safety precautions.
b. Construction layout staking will be performed by the Contractor.
c. GIS website updates and mapping services.

SCHEDULE

We are prepared to begin work identified in this proposal immediately upon receipt of Authorization to Proceed from the City of Reynoldsburg. The construction duration is 150 days.

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 One Hundred Seventeen Thousand Eight Hundred Twenty-Five dollars ($117,825.00) 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

2017 Main Street Water Main Replacement Project

Description of Service/Task	**Fee**
Construction Management/Contract Administration	$43,850.00
Resident/Standby Representation	$66,045.00
EMH&T Labor Fee	$109,895.00
Reimbursable Expenses (material testing, printing, mileage, etc.)	$7,930.00
PROJECT TOTAL FEE	**$117,825.00**

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,

EMH&T, INC.

Ryan M. Andrews, PE

Acceptance and Authorization to Proceed:

APPROVED – CITY OF REYNOLDSBURG, OHIO

Authorized Signature

Print Name and Date

P.O. Number

Parks & Recreation Dept.

Donna Bauman
7232 E. Main Street
Reynoldsburg OHIO 43068
614-322-6879 Phone

ORDINANCE REQUEST

DATE: **June 12, 2017**

TO: **Finance Committee**

RE: ORDINANCE APPROPRIATING FUNDS FROM UNAPPROPRIATED GENERAL FUND TO AN ACCOUNT IN THE PARKS & RECREATION DEPARTMENT AND DECLARING AN EMERGENCY. (First Reading 5/22/2017).

Emergency/Suspension: Emergency

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

Request Council appropriate $7,736 from the unappropriated General Fund to Account 110.340.5303, Community Events.

These funds are carryover funds from the 2016 Farmers' Market (sponsorship and market fees).

Requesting emergency passage to apply to 2017 expenses.

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

ORDINANCE REQUEST

DATE: **June 12, 2017**

TO: **Finance Committee**

RE: *AN ORDINANCE TO AMEND SECTIONS 190.01, 190.03 AND 190.04 OF THE CODIFIED ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO, IN ORDER TO INCREASE THE CITY INCOME TAX BY ONE PERCENT (1.0%) FROM THE CURRENT RATE OF ONE AND ONE-HALF PERCENT (1.5%) TO A RATE OF TWO AND ONE-HALF PERCENT (2.5%), BEGINNING JULY 1, 2017, AND DECLARING AN EMERGENCY.*

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

Statement of necessity: the immediate effectiveness of this Ordinance is necessary to provide funds in order to adequately carry out necessary municipal functions and to meet increasing costs and other financial obligations of the City.

This is the Income Tax Oridinance as approved by the voters. We are just waiting for the final certification by Franklin County for adoption. Deadline for Fairfield and Licking Counties to provide their certifications to Franklin County is May 23rd.

Passed: __________, 2017

ORDINANCE NO. __________

AN ORDINANCE TO AMEND SECTIONS 190.01, 190.03 AND 190.04 OF THE CODIFIED ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO, IN ORDER TO INCREASE THE CITY INCOME TAX BY ONE PERCENT (1.0%) FROM THE CURRENT RATE OF ONE AND ONE-HALF PERCENT (1.5%) TO A RATE OF TWO AND ONE-HALF PERCENT (2.5%), BEGINNING JULY 1, 2017, AND DECLARING AN EMERGENCY.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Reynoldsburg, Fairfield, Franklin and Licking Counties, Ohio, that:

Section 1. Section 190.01 of the Codified Ordinances of the City of Reynoldsburg, Ohio, is hereby amended to read as follows:

*"**190.01 AUTHORITY TO LEVY TAX; PURPOSE OF TAX.***

(A) To provide funds for the purposes of general Municipal operations, maintenance, new equipment and capital improvements, including, but not limited to, the payment of debt service charges on related securities and the costs related to a Municipal recreation complex, the City of Reynoldsburg ("City") hereby levies an annual municipal income tax on income, qualifying wages, commissions and other compensation, and on net profits as hereinafter provided.

(B)(1) The annual tax is levied at a rate of two and one-half percent (2.5%) on and after July 1, 2017; prior to July 1, 2017, the annual tax is levied at a rate of one and one-half percent (1.5%). The tax is levied at a uniform rate on all persons residing in or earning or receiving income in the City. The tax is levied on income, qualifying wages, commissions and other compensation, and on net profits as hereinafter provided in Section 190.03 of this chapter and other sections as they may apply.

(2) The monies collected under the provisions of this chapter shall be deposited into the following Funds in the following order and such Funds shall be disbursed for the following purposes and in the following order:

(a) Such part thereof as shall be necessary to defray all costs of collecting and administering the taxes levied by this chapter, including any amounts to be paid to any person or governmental agency under any contract for the administration of such taxes, and the cost of administering the Department of Taxation and enforcing the provisions thereof shall be deposited into the Income

Tax Revenue Fund. Zero percent (0%) of the monies collected shall remain in the Income Tax Revenue Fund of the City to be put into the City's Contingency Reserve.

After providing for the requirements in division (a) monies shall be deposited and disbursed for the following purposes and in the following order:

(b)(i) Eighty-four percent (84%) of the monies collected shall be deposited into the General Fund of the City to be reappropriated by Council for any lawful purpose.

(ii) Fourteen percent (14%) of the monies collected shall be deposited into the General Debt Retirement Fund to be used for general debt retirement.

(iii) Two percent (2%) of the monies collected shall be deposited into the Capital Improvement Fund which shall be used to defray all or part of the costs of legal improvements as determined by Council.

All monies already deposited into the City's Contingency Reserve residing in the Income Tax Fund shall be expended only upon a legislative transfer to the General Fund. Such transfers shall be solely for the purpose of making revenue available for expenditures necessary to continue basic City services due to a natural disaster or other catastrophic occurrence.

(C) The tax on income and the withholding tax established by Chapter 190 are authorized by Article XVIII, Section 3 of the Ohio Constitution. The tax is levied in accordance with, and is intended to be consistent with, the provisions and limitations of Ohio Revised Code 718 (ORC 718). This Chapter 190 is effective for tax years beginning on or after January 1, 2016. Municipal taxable years beginning on or before December 31, 2015 are subject to Chapter 191, and any amendments thereto, and rules and regulations, and any amendments thereto, as they existed before January 1, 2016."

Section 2. Section 190.03 of the Codified Ordinances of the City of Reynoldsburg, Ohio is hereby amended to read as follows:

"190.03 IMPOSITION OF TAX

Beginning July 1, 2017, the income tax levied by the City is levied at a rate of two and one-half percent (2.5%) on the Municipal Taxable Income of every person residing in and/or earning and/or receiving income in the City. Prior to July 1, 2017, the income tax levied by the City is levied at a rate of one and one-half percent (1.5%) on the Municipal Taxable Income of every person residing in and/or earning and/or receiving income in the City.

Individuals.

(A) For residents of the City, the income tax levied herein shall be on all income, salaries, qualifying wages, commissions, and other compensation from whatever source earned or received by the resident, including the resident's distributive share of the net profit of pass-through entities owned directly or indirectly by the resident and any net profit of the resident. This is further detailed in the definition of income (Section 190.02(C)(16)).

(B) For nonresidents, all income, salaries, qualifying wages, commissions, and other compensation from whatever source earned or received by the nonresident for work done, services performed or rendered, or activities conducted in the municipal corporation, including any net profit of the nonresident, but excluding the nonresident's distributive share of the net profit or loss of only pass-through entities owned directly or indirectly by the nonresident.

(C) For residents and nonresidents, income can be reduced to "Municipal Taxable Income" as defined in Section 190.02(C)(21). Exemptions which may apply are specified in Section 190.02(C)(12).

Refundable credit for Nonqualified Deferred Compensation Plan.

(D)(1) As used in this division:

(a) "Nonqualified deferred compensation plan" means a compensation plan described in Section 3121(v)(2)(C) of the Internal Revenue Code.

(b) "Qualifying loss" means the amount of compensation attributable to a taxpayer's nonqualified deferred compensation plan, less the receipt of money and property attributable to distributions from the nonqualified deferred compensation plan. Full loss is sustained if no distribution of money and property is made by the nonqualified deferred compensation plan. The taxpayer sustains a qualifying loss only in the taxable year in which the taxpayer receives the final distribution of money and property pursuant to that nonqualified deferred compensation plan.

(c)(i) "Qualifying tax rate" means the applicable tax rate for the taxable year for the which the taxpayer paid income tax to the City with respect to any portion of the total amount of compensation the payment of which is deferred pursuant to a nonqualified deferred compensation plan.

(ii) If different tax rates applied for different taxable years, then the "qualifying tax rate" is a weighted average of those different tax rates. The weighted average shall be based upon the tax paid to the City each year with respect to the nonqualified deferred compensation plan.

(d) "Refundable credit" means the amount of the City income tax that was paid on the non-distributed portion, if any, of a nonqualified deferred compensation plan.

(2) If, in addition to the City, a taxpayer has paid tax to other municipal corporations with respect to the nonqualified deferred compensation plan, the amount of the credit that a taxpayer may claim from each municipal corporation shall be calculated on the basis of each municipal corporation's proportionate share of the total municipal corporation income tax paid by the taxpayer to all municipal corporations with respect to the nonqualified deferred compensation plan.

(3) In no case shall the amount of the credit allowed under this section exceed the cumulative income tax that a taxpayer has paid to the City for all taxable years with respect to the nonqualified deferred compensation plan.

(4) The credit allowed under this division is allowed only to the extent the taxpayer's qualifying loss is attributable to:

(a) The insolvency or bankruptcy of the employer who had established the nonqualified deferred compensation plan; or

(b) The employee's failure or inability to satisfy all of the employer's terms and conditions necessary to receive the nonqualified deferred compensation.

Domicile.

(E)(1)(a) An individual is presumed to be domiciled in the City for all or part of a taxable year if the individual was domiciled in the City on the last day of the immediately preceding taxable year or if the Tax Administrator reasonably concludes that the individual is domiciled in the City for all or part of the taxable year.

(b) An individual may rebut the presumption of domicile described in division (E)(1)(a) of this section if the individual establishes by a preponderance of the evidence that the individual was not domiciled in the City for all or part of the taxable year.

(2) For the purpose of determining whether an individual is domiciled in the City for all or part of a taxable year, factors that may be considered include, but are not limited to, the following:

(a) The individual's domicile in other taxable years;

(b) The location at which the individual is registered to vote;

(c) The address on the individual's driver's license;

(d) The location of real estate for which the individual claimed a property tax exemption or reduction allowed on the basis of the individual's residence or domicile;

(e) The location and value of abodes owned or leased by the individual;

(f) Declarations, written or oral, made by the individual regarding the individual's residency;

(g) The primary location at which the individual is employed.

(h) The location of educational institutions attended by the individual's dependents as defined in Section 152 of the Internal Revenue Code, to the extent that tuition paid to such educational institution is based on the residency of the individual or the individual's spouse in the municipal corporation where the educational institution is located;

(i) The number of contact periods the individual has with the City. For the purposes of this division, an individual has one "contact period" with the City if the individual is away overnight from the individual's abode located outside of the City and while away overnight from that abode spends at least some portion, however minimal, of each of two consecutive days in the City.

(3) All additional applicable factors are provided in the Rules and Regulations.

Businesses.

(F) This division applies to any taxpayer engaged in a business or profession in the City, unless the taxpayer is an individual who resides in the City or the taxpayer is an electric company, combined company, or telephone company that is subject to and required to file reports under Chapter 5745. of the ORC.

(1) Except as otherwise provided in division (F)(2) of this section, net profit from a business or profession conducted both within and without the boundaries of the City shall be considered as having a taxable situs in the City for purposes of municipal income taxation in the same proportion as the average ratio of the following:

(a) The average original cost of the real property and tangible personal property owned or used by the taxpayer in the business or profession in the City during the taxable period to the average original cost of all of the real and tangible personal property owned or used by the taxpayer in the business or profession during the same period, wherever situated.

As used in the preceding paragraph, tangible personal or real property shall include property rented or leased by the taxpayer and the value of such property shall be determined by multiplying the annual rental thereon by eight;

(b) Wages, salaries, and other compensation paid during the taxable period to individuals employed in the business or profession for services

performed in the City to wages, salaries, and other compensation paid during the same period to individuals employed in the business or profession, wherever the individual's services are performed, excluding compensation from which taxes are not required to be withheld under Section 190.04(C);

(c) Total gross receipts of the business or profession from sales and rentals made and services performed during the taxable period in the City to total gross receipts of the business or profession during the same period from sales, rentals, and services, wherever made or performed.

(2)(a) If the apportionment factors described in division (F)(1) of this section do not fairly represent the extent of a taxpayer's business activity in the City, the taxpayer may request, or the Tax Administrator of the City may require, that the taxpayer use, with respect to all or any portion of the income of the taxpayer, an alternative apportionment method involving one or more of the following:

(i) Separate accounting;

(ii) The exclusion of one or more of the factors;

(iii) The inclusion of one or more additional factors that would provide for a more fair apportionment of the income of the taxpayer to the municipal corporation;

(iv) A modification of one or more of the factors.

(b) A taxpayer request to use an alternative apportionment method shall be in writing and shall accompany a tax return, timely filed appeal of an assessment, or timely filed amended tax return. The taxpayer may use the requested alternative method unless the Tax Administrator denies the request in an assessment issued within the period prescribed by Section 190.12(A).

(c) The Tax Administrator may require a taxpayer to use an alternative apportionment method as described in division (F)(2)(a) of this section, but only by issuing an assessment to the taxpayer within the period prescribed by Section 190.12(A).

(d) Nothing in division (F)(2) of this section nullifies or otherwise affects any alternative apportionment arrangement approved by the Tax Administrator or otherwise agreed upon by both the Tax Administrator and taxpayer before January 1, 2016.

(3) As used in division (F)(1)(b) of this section, "wages, salaries, and other compensation" includes only wages, salaries, or other compensation paid to an employee for services performed at any of the following locations:

(a) A location that is owned, controlled, or used by, rented to, or under the possession of one of the following:

(i) The employer;

(ii) A vendor, customer, client, or patient of the employer, or a related member of such a vendor, customer, client, or patient;

(iii) A vendor, customer, client, or patient of a person described in (F)(3)(a)(ii) of this section, or a related member of such a vendor, customer, client, or patient.

(b) Any location at which a trial, appeal, hearing, investigation, inquiry, review, court-martial, or similar administrative, judicial, or legislative matter or proceeding is being conducted, provided that the compensation is paid for services performed for, or on behalf of, the employer or that the employee's presence at the location directly or indirectly benefits the employer;

(c) Any other location, if the Tax Administrator determines that the employer directed the employee to perform the services at the other location in lieu of a location described in division (F) (3)(a) or (b) of this section solely in order to avoid or reduce the employer's municipal income tax liability. If the Tax Administrator makes such a determination, the employer may dispute the determination by establishing, by a preponderance of the evidence, that the Tax Administrator's determination was unreasonable.

(4) For the purposes of division (F)(1)(c) of this section, receipts from sales and rentals made and services performed shall be sitused to a municipal corporation as follows:

(a) Gross receipts from the sale of tangible personal property shall be sitused to the municipal corporation in which the sale originated. For the purposes of this division, a sale of property originates in the City if, regardless of where title passes, the property meets any of the following criteria:

(i) The property is shipped to or delivered within the City from a stock of goods located within the City.

(ii) The property is delivered within the City from a location outside the City, provided the taxpayer is regularly engaged through its own employees in the solicitation or promotion of sales within the City and the sales result from such solicitation or promotion.

(iii) The property is shipped from a place within the City to purchasers outside the City, provided that the taxpayer is not, through its own employees, regularly engaged in the solicitation or promotion of sales at the place where delivery is made.

(b) Gross receipts from the sale of services shall be sitused to the City to the extent that such services are performed in the City.

(c) To the extent included in income, gross receipts from the sale of real property located in the City shall be sitused to the City.

(d) To the extent included in income, gross receipts from rents and royalties from real property located in the City shall be sitused to the City.

(e) Gross receipts from rents and royalties from tangible personal property shall be sitused to the City based upon the extent to which the tangible personal property is used in the City.

(5) The net profit received by an individual taxpayer from the rental of real estate owned directly by the individual, or by a disregarded entity owned by the individual, shall be subject to the City's tax only if the property generating the net profit is located in the City or if the individual taxpayer that receives the net profit is a resident of the City. The City shall allow such taxpayers to elect to use separate accounting for the purpose of calculating net profit sitused under this division to the municipal corporation in which the property is located.

(6)(a) Commissions received by a real estate agent or broker relating to the sale, purchase, or lease of real estate shall be sitused to the municipal corporation in which the real estate is located. Net profit reported by the real estate agent or broker shall be allocated to the City, if applicable, based upon the ratio of the commissions the agent or broker received from the sale, purchase, or lease of real estate located in the City to the commissions received from the sale, purchase, or lease of real estate everywhere in the taxable year.

(b) An individual who is a resident of the City shall report the individual's net profit from all real estate activity on the individual's annual tax return for the City. The individual may claim a credit for taxes the individual paid on such net profit to another municipal corporation to the extent that such a credit is allowed under the City's income tax ordinance.

(7) When calculating the ratios described in division (F)(1) of this section for the purposes of that division or division (F)(2) of this section, the owner of a disregarded entity shall include in the owner's ratios the property, payroll, and gross receipts of such disregarded entity.

(8) Left intentionally blank.

(9) Left intentionally blank."

Section 3. Section 190.04 of the Codified Ordinances of the City of Reynoldsburg, Ohio, is hereby amended to read as follows:

"190.04 COLLECTION AT SOURCE

Withholding provisions.

(A) Each employer, agent of an employer, or other payer located or doing business in the City shall withhold an income tax from the qualifying wages earned and/or received by each employee in the City. Except for qualifying wages for which withholding is not required under Section 190.03 or division (B)(4) or (6) of this section, the tax shall be withheld at the rate specified in Section 190.01 of this chapter; beginning July 1, 2017, this rate is two and one-half percent (2.5%), and prior to July 1, 2017, this rate is one and one-half percent (1.5%). An employer, agent of an employer, or other payer shall deduct and withhold the tax from qualifying wages on the date that the employer, agent, or other payer directly, indirectly, or constructively pays the qualifying wages to, or credits the qualifying wages to the benefit of, the employee.

(B)(1) Except as provided in division (B)(2) of this section, an employer, agent of an employer, or other payer shall remit to the Tax Administrator of the City the greater of the income taxes deducted and withheld or the income taxes required to be deducted and withheld by the employer, agent, or other payer according to the following schedule:

(a) Taxes required to be deducted and withheld shall be remitted monthly to the Tax Administrator if the total taxes deducted and withheld or required to be deducted and withheld by the employer, agent, or other payer on behalf of the City in the preceding calendar year exceeded $2,399, or if the total amount of taxes deducted and withheld or required to be deducted and withheld on behalf of the City in any month of the preceding calendar quarter exceeded $200.

Payment under division (B)(1)(a) of this section shall be made so that the payment is received by the Tax Administrator not later than 15 days after the last day of each month for which the tax was withheld.

(b) Any employer, agent of an employer, or other payer not required to make payments under division (B)(1)(a) of this section of taxes required to be deducted and withheld shall make quarterly payments to the Tax Administrator not later than the 15th day of the month following the end of each calendar quarter.

(c) Notwithstanding the provisions of division (B)(1)(a) and (b) of this section, taxes required to be deducted and withheld shall be remitted semi-monthly to the Tax Administrator if the total taxes deducted and withheld or required to be deducted and withheld on behalf of the City in the preceding calendar year exceeded $11,999, or if in any month of the preceding calendar year exceeded $1,000. Payment under division (B)(1)(c) of this section shall be made so that the payment is received by the Tax Administrator not later than one of the following: i) if the taxes were deducted and withheld or required to be deducted and withheld during the first fifteen days of a month, the third banking day after the fifteenth day of that month; (ii) if the taxes were deducted and withheld or required to be deducted and withheld after the fifteenth day of a

month and before the first day of the immediately following month, the third banking day after the last day of the month.

(2) If the employer, agent of an employer, or other payer is required to make payments electronically for the purpose of paying federal taxes withheld on payments to employees under Section 6302. of the Internal Revenue Code, 26 C.F.R. 31.6302-1, or any other federal statute or regulation, the payment shall be made by electronic funds transfer to the Tax Administrator of all taxes deducted and withheld on behalf of the City. The payment of tax by electronic funds transfer under this division does not affect an employer's, agent's, or other payer's obligation to file any return as required under this section.

(3) An employer, agent of an employer, or other payer shall make and file a return showing the amount of tax withheld by the employer, agent, or other payer from the qualifying wages of each employee and remitted to the Tax Administrator. A return filed by an employer, agent, or other payer under this division shall be accepted by the Tax Administrator and the City as the return required of a non-resident employee whose sole income subject to the tax under this chapter is the qualifying wages reported by the employee's employer, agent of an employer, or other payer.

(4) An employer, agent of an employer, or other payer is not required to withhold the City income tax with respect to an individual's disqualifying disposition of an incentive stock option if, at the time of the disqualifying disposition, the individual is not an employee of either the corporation with respect to whose stock the option has been issued or of such corporation's successor entity.

(5)(a) An employee is not relieved from liability for a tax by the failure of the employer, agent of an employer, or other payer to withhold the tax as required under this chapter or by the employer's, agent's, or other payer's exemption from the requirement to withhold the tax.

(b) The failure of an employer, agent of an employer, or other payer to remit to the City the tax withheld relieves the employee from liability for that tax unless the employee colluded with the employer, agent, or other payer in connection with the failure to remit the tax withheld.

(6) Compensation deferred before June 26, 2003, is not subject to the City income tax or income tax withholding requirement to the extent the deferred compensation does not constitute qualifying wages at the time the deferred compensation is paid or distributed.

(7) Each employer, agent of an employer, or other payer required to withhold taxes is liable for the payment of that amount required to be withheld, whether or not such taxes have been withheld, and such amount shall be deemed to be held in

trust for the City until such time as the withheld amount is remitted to the Tax Administrator.

(8) On or before the last day of February of each year, an employer shall file a withholding reconciliation return with the Tax Administrator listing:

(a) The names, addresses, and social security numbers of all employees from whose qualifying wages tax was withheld or should have been withheld for the City during the preceding calendar year;

(b) The amount of tax withheld, if any, from each such employee, the total amount of qualifying wages paid to such employee during the preceding calendar year;

(c) The name of every other municipal corporation for which tax was withheld or should have been withheld from such employee during the preceding calendar year;

(d) Any other information required for federal income tax reporting purposes on Internal Revenue Service form W-2 or its equivalent form with respect to such employee;

(e) Other information as may be required by the Tax Administrator.

(9) The officer or the employee of the employer, agent of an employer, or other payer with control or direct supervision of or charged with the responsibility for withholding the tax or filing the reports and making payments as required by this section, shall be personally liable for a failure to file a report or pay the tax due as required by this section. The dissolution of an employer, agent of an employer, or other payer does not discharge the officer's or employee's liability for a failure of the employer, agent of an employer, or other payer to file returns or pay any tax due.

(10) An employer is required to deduct and withhold the City income tax on tips and gratuities received by the employer's employees and constituting qualifying wages, but only to the extent that the tips and gratuities are under the employer's control. For the purposes of this division, a tip or gratuity is under the employer's control if the tip or gratuity is paid by the customer to the employer for subsequent remittance to the employee, or if the customer pays the tip or gratuity by credit card, debit card, or other electronic means.

(11) The Tax Administrator shall consider any tax withheld by an employer at the request of an employee, when such tax is not otherwise required to be withheld by this chapter, to be tax required to be withheld and remitted for the purposes of this section

Occasional Entrant - Withholding.

(C)(1) As used in this division:

(a) "Employer" includes a person that is a related member to or of an employer.

(b) "Fixed location" means a permanent place of doing business in this state, such as an office, warehouse, storefront, or similar location owned or controlled by an employer.

(c) "Principal place of work" means the fixed location to which an employee is required to report for employment duties on a regular and ordinary basis. If the employee is not required to report for employment duties on a regular and ordinary basis to a fixed location, "principal place of work" means the worksite location in this state to which the employee is required to report for employment duties on a regular and ordinary basis. If the employee is not required to report for employment duties on a regular and ordinary basis to a fixed location or worksite location, "principal place of work" means the location in this state at which the employee spends the greatest number of days in a calendar year performing services for or on behalf of the employee's employer.

If there is not a single municipal corporation in which the employee spent the "greatest number of days in a calendar year" performing services for or on behalf of the employer, but instead there are two or more municipal corporations in which the employee spent an identical number of days that is greater than the number of days the employee spent in any other municipal corporation, the employer shall allocate any of the employee's qualifying wages subject to division (C)(2)(a)(i) of this section among those two or more municipal corporations. The allocation shall be made using any fair and reasonable method, including, but not limited to, an equal allocation among such municipal corporations or an allocation based upon the time spent or sales made by the employee in each such municipal corporation. A municipal corporation to which qualifying wages are allocated under this division shall be the employee's "principal place of work" with respect to those qualifying wages for the purposes of this section.

For the purposes of this division, the location at which an employee spends a particular day shall be determined in accordance with division (C)(2)(b) of this section, except that "location" shall be substituted for "municipal corporation" wherever "municipal corporation" appears in that division.

(d) "Professional athlete" means an athlete who performs services in a professional athletic event for wages or other remuneration.

(e) "Professional entertainer" means a person who performs services in the professional performing arts for wages or other remuneration on a per-event basis.

Attachment: Income Tax Adjustment (1764 : Income Tax Ordinance)

(f) "Public figure" means a person of prominence who performs services at discrete events, such as speeches, public appearances, or similar events, for wages or other remuneration on a per-event basis.

(g) "Worksite location" means a construction site or other temporary worksite in this state at which the employer provides services for more than 20 days during the calendar year. "Worksite location" does not include the home of an employee.

(2)(a) Subject to divisions (C)(3), (5), (6), and (7) of this section, an employer is not required to withhold the City income tax on qualifying wages paid to an employee for the performance of personal services in the City if the employee performed such services in the City on 20 or fewer days in a calendar year, unless one of the following conditions applies:

(i) The employee's principal place of work is located in the City.

(ii) The employee performed services at one or more presumed worksite locations in the City. For the purposes of this division, "presumed worksite location" means a construction site or other temporary worksite in the City at which the employer provides or provided services that can reasonably be, or would have been, expected by the employer to last more than 20 days in a calendar year. Services can "reasonably be expected by the employer to last more than 20 days" if either of the following applies at the time the services commence:

(a) The nature of the services is such that it will require more than 20 days of the services to complete the services;

(b) The agreement between the employer and its customer to perform services at a location requires the employer to perform the services at the location for more than 20 days.

(iii) The employee is a resident of the City and has requested that the employer withhold tax from the employee's qualifying wages as provided in Section 190.04.

(iv) The employee is a professional athlete, professional entertainer, or public figure, and the qualifying wages are paid for the performance of services in the employee's capacity as a professional athlete, professional entertainer, or public figure.

(b) For the purposes of division (C)(2)(a) of this section, an employee shall be considered to have spent a day performing services in the City only if the employee spent more time performing services for or on behalf of the employer in the City than in any other municipal corporation on that day. For the purposes of determining the amount of time an employee spent in a particular location, the time spent performing one or more of the following activities shall be considered to have been spent at the employee's principal place of work:

(i) Traveling to the location at which the employee will first perform services for the employer for the day;

(ii) Traveling from a location at which the employee was performing services for the employer to any other location;

(iii) Traveling from any location to another location in order to pick up or load, for the purpose of transportation or delivery, property that has been purchased, sold, assembled, fabricated, repaired, refurbished, processed, remanufactured, or improved by the employee's employer;

(iv) Transporting or delivering property described in division (C)(2)(b)(iii) of this section, provided that, upon delivery of the property, the employee does not temporarily or permanently affix the property to real estate owned, used, or controlled by a person other than the employee's employer;

(v) Traveling from the location at which the employee makes the employee's final delivery or pick-up for the day to either the employee's principal place of work or a location at which the employee will not perform services for the employer.

(3) If the principal place of work of an employee is located in another Ohio municipal corporation that imposes an income tax, the exception from withholding requirements described in division (C)(2)(a) of this section shall apply only if, with respect to the employee's qualifying wages described in that division, the employer withholds and remits tax on such qualifying wages to that municipal corporation.

(4)(a) Except as provided in division (C)(4)(b) of this section, if, during a calendar year, the number of days an employee spends performing personal services in the City exceeds the 20-day threshold, the employer shall withhold and remit tax to the City for any subsequent days in that calendar year on which the employer pays qualifying wages to the employee for personal services performed in the City.

(b) An employer required to begin withholding tax for the City under division (C)(4)(a) of this section may elect to withhold tax for the City for the first 20 days on which the employer paid qualifying wages to the employee for personal services performed in the City.

(5) If an employer's fixed location is the City and the employer qualifies as a small employer as defined in Section 190.02, the employer shall withhold municipal income tax on all of the employee's qualifying wages for a taxable year and remit that tax only to the City, regardless of the number of days which the employee worked outside the corporate boundaries of the City.

To determine whether an employer qualifies as a small employer for a taxable year, the employer will be required to provide the Tax Administrator with the employer's federal income tax return for the preceding taxable year.

(6) Divisions (C)(2)(a) and (4) of this section shall not apply to the extent that a Tax Administrator and an employer enter into an agreement regarding the manner in which the employer shall comply with the requirements of Section 190.04."

Section 4. Effective July 1, 2017, Sections 190.01, 190.03 and 190.04 of the Codified Ordinances of the City of Reynoldsburg, Ohio, as they have heretofore existed, are hereby repealed and Sections 190.01, 190.03 and 190.04 as set forth herein shall become effective. Provided, however, that no provision of this Ordinance, including the repeal of Sections 190.01, 190.03 and 190.04 of the Codified Ordinances of the City of Reynoldsburg, Ohio, as they have heretofore existed, shall in any way affect any rights or obligations of the City, any taxpayer, or any other person, official or entity, with respect to the one percent and one and one-half percent municipal income taxes authorized by predecessor Sections 190.01, 190.03 and 190.04.

Section 5. It is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with the law.

Section 6. This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the City and for the further reason that the immediate effectiveness of this Ordinance is necessary to provide funds in order to adequately carry out necessary municipal functions and to meet increasing costs and other financial obligations of the City; wherefore; this Ordinance shall be in full force and effect from and immediately after its passage and approval by the Mayor.

Passed: ________________, 2017

Attest:

	Clerk of Council *April Beggerow*	*President of Council* *Doug Joseph*

Approved: ____________________ *Date: ________________, 2017*

Mayor
Brad McCloud

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

____
April Beggerow, Clerk of Council

Filed with Mayor: ________________, 2017

Published: ________________, 2017

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

ORDINANCE REQUEST

DATE: **June 12, 2017**

TO: **Safety Committee**

RE: **ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: SECTION 160.02 "AUTHORIZED POSITIONS, PERSONNEL, CLASSIFICATION AND PAY GRADE" Subsection (F) "Police Department"; of CHAPTER 160 EMPLOYEE COMPENSATION, AND DECLARING AN EMERGENCY.**

Emergency/Suspension: Emergency

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

Request authorization to change Chapter 160.02 (f) Authorized Postions, Personnel, Classification and Pay Grade - Police Department and declaring it an emergency (see attached).

Statement of necessity: Ohio State Patrol Academy training starts August 20, 2017 and candidates need to be selected in time to attend.

Request authorization to change Chapter 160.02(f) Authorized Positions, Personnel, Classification and Pay Grade - Police Department and declaring it an emergency (see attached)

OFFICE OF HUMAN RESOURCES
Sandra Boller
7232 EAST MAIN STREET
REYNOLDSBURG, OHIO 43068
(614) 322-6868 phone
(614) 322-6875 fax

MEMORANDUM

DATE: May 25, 2017

TO: Councilman Chris Long

CC: Mayor Brad McCloud, Chief Jim O'Neill

RE: Authorized Strength for Police Department

Legislation is being submitted to increase the authorized strength of the Police Department. Per your request the increase will be for 1 additional Lieutenant and 11 additional officers.

Although the request will be for 11 additional officers, this will be done gradually over the next few years. For 2017, it is expected that there will be a total of 8 officers hired, 4 are additional staff and the remaining 4 will be replacing officers due to either retirement or promotion.

Emergency language is added to the legislative request to have it approved on the second reading. The need for the emergency language is in order to have new officers hired in time to attend the Ohio State Highway Patrol training academy class that starts on August 20, 2017.

160.02 AUTHORIZED POSITIONS, PERSONNEL, CLASSIFICATION AND PAY GRADE

Position	Personnel	Classification	Pay Grade
(***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	Unclassified	10
Finance Manager	1	Classified	21
Civil Service Administrative Assistant	2 p/t	Unclassified	15

* 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

Position	Personnel	Classification	Pay Grade
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 Maintenance	2	Classified	2
Horticulturist	1	Classified	7
Seasonal & Occasional	Variable	Unclassified	See160.03(d) & (e)
(f) POLICE DEPARTMENT			
Director of Public Safety	1	Unclassified	26
Chief of Police	1	Classified	26A
Lieutenant	~~2~~ 3	Classified	22A
Sergeant	9	Classified	See Chapter 166
Police Officer	~~46~~ 57	Classified	See Chapter 166
Dispatcher	8	Classified	See Chapter 162
Support Services Supervisor	1	Classified	16
Property Room Clerk	2 p/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

Position	Personnel	Classification	Pay Grade
(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	6	Classified	10
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
(h) DEPARTMENT OF ENGINEERING			
Director of Engineering	1	Unclassified	23

Development Department
Eric Snowden
7232 E. Main Street
Reynoldsburg OHIO 43068
614-322-6829 Phone

ORDINANCE REQUEST

DATE: **June 12, 2017**

TO: **Service Committee**

RE: **ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF REYNOLDSBURG ADOPTED BY ORDINANCE NO. 131-95 ON NOVEMBER 27, 1995 AND AS SUBSEQUENTLY AMENDED - 0 Graham Road, Reynoldsburg, Ohio, from R-2 Single Family Residence District to S-1 Special District; Applicant Mark Larrimer.**

See Attachments for Details.

CITY OF REYNOLDSBURG

Department of Development
Planning & Zoning Division
7232 East Main Street
Reynoldsburg, Ohio

Application #: 178478

Permit #:

Date Submitted: 5/23/17

Fee Amount: Waived

☒ Paid: —

PLANNING COMMISSION APPLICATION

II. PROPERTY INFORMATION

Property Address: Graham Rd. Rear Reynoldsburg 43068

Description of Location: Adjacent to north-side of Truro Township Silent Home Cemetery, 1576 Lancaster Ave.

Parcel ID(s): 060-000197

Number of Lots: 1

Present Zoning: R-2

Present Use: Cemetery

Complete Where Applicable:

Engineer/Surveyor: Moody Engineering (Eng),

Builder:

FOR DISTRICT CHANGE ONLY

Proposed Zoning: S-1

Size of Area to be Rezoned: .42

Existing Structures: 720 sf Shed

Proposed Use: No Change

III. PROPERTY OWNER OF RECORD

Property Owner Name(s): Truro Township Board of Trustees

Property Owner Address(s): 6900 E. Main Street, Reynoldsburg, OH 43068

IV. APPLICANT INFORMATION

Applicant Name: Mark Larrimer

Applicant Address: 300 Spruce St. Suite 200, Columbus OH 43215

Applicant Phone Number: 614 280-8882

Applicant Email: mlarrimer@moody-eng.com

I. PROJECT TYPE

☒ **District Change (Rezoning)** ($750 Residential plus $50 per lot/$1,000 Non-Residential)

☐ **Amendment of Development Plan or Text** ($500)

☐ **Major Site Plan** ($500)

Applicant Signature: Date: 5/22/17

*By signing this application, I certify that I am the owner of the property or the owner's agent, and that the work is authorized with the full knowledge of the owner. *

OFFICE USE ONLY

Additional Notes:

Zoning Information
☐ Historic District
☐ CC Overlay

Add'l Approvals Req'd
☐ DRB
☐ BZBA

Planning Com. Meeting Date:
☐ Approved as Submitted
☐ Approved w/ Conditions
☐ Tabled
☐ Denied

City Council Meeting Date:
☐ Approved as Submitted
☐ Approved w/ Conditions
☐ Tabled
☐ Denied

P&Z Admin.: Date:

Clerk of Council: Date:

Instrument Number: 197404230008332

Legal Description

29 SEC 18 TWP 16 R 20 REFUGEE TRACT

Long Description

(GRAHAM RD. REAR)

534060313

QUIT CLAIM DEED VOL 3406 PAGE 574

Know all Men by these Presents

That SILENT HOME CEMETERY ASSOCIATION,

8332

AN OHIO CORPORATION, NOT FOR PROFIT,

Grantor in consideration of the sum of

One Dollar ($1.00) and other valuable considerations,

to ~~it~~ paid by TRUSTEES OF TRURO TOWNSHIP, FRANKLIN COUNTY, OHIO

DESCRIPTION ACCEPTABLE
F.C.E.
FRANKLIN COUNTY ENGINEER
INT. Ue DATE 1-4-74
SPLIT
TRANSFER ✓

068

Grantee the receipt whereof is hereby acknowledged, does hereby **Remise, Release and forever Quitclaim,**

to the said Grantee TRUSTEES OF TRURO TOWNSHIP, FRANKLIN COUNTY, OHIO,

their successors ~~heirs~~ *and assigns forever, the following* **Real Estate** *situated in the County of* Franklin *in the State of* Ohio *, and in the* Township *of* Truro *and bounded and described as follows:*

PARCEL I: Being a part of Lot No. Twenty-nine (29) in Section 18, Township 16, Range 20, Refugee Tract. Beginning at a point, on land formerly owned by Josiah Medbery, on the north line 100 feet, more or less, west from a stake and stone at the northeast corner of a tract of land conveyed to The Silent Home Cemetery Association by Josiah Medbery and wife. Thence north 60 feet, more or less, thence west 231-6/10 ft., more or less, thence south 60 ft., more or less, thence east 231-6/10 ft., more or less, to the place of beginning, and containing thirty-two hundredths (32/100) acres, more or less, and the above is the land conveyed to H. Dysart and S. Henderlick from Archibald McCray and wife by deed recorded in Book 133, pages 379-380 of the Franklin County records.

PARCEL II: Being a part of Lot Number Twenty-nine (29) in Section 18, Township 16, Range 20, Refugee Tract. Beginning at a stake and stone at the northeast corner of a tract conveyed to the Silent Home Cemetery Trustees by Josiah Medbery and wife, thence one hundred (100) feet, more or less, west to a point in a tract conveyed to the Silent Home Cemetery Trustees by Samuel Henderlick, Mary Henderlick and Hiram Dysart, thence north sixty (60) feet, more or less, along the line of last mentioned tract belonging to Silent Home Cemetery, thence east one hundred (100) feet, more or less, thence south sixty (60) feet, more or less, to the place of beginning, containing 3/29 of an acre, more or less, and being the southeast corner of a tract conveyed to C. L. Graham by Chas. Hutson and wife, recorded in D.B. 443, page 422 on Franklin County records.

PARCEL III: Being a part of the North Half of Lot Number Twenty-nine (29) in Section 18, Township 16, Range 20 Refugee Lands. Beginning at a point on the North line of the tract of land conveyed by Jacob Connell and wife to Josiah Medbery, by deed recorded in Book No. 98, pages 97 and 98 of the Franklin County records.

Thence S 1° 15' W. 449-8/100 ft., more or less, to a stake. Thence N 88° 54' W. 573-48/100 ft., more or less, to a point in Reynoldsburg and Pickerington Road.

Thence N 23° 32' W, along center of said Road 466-36/100 ft., more or less, to a stake.

Thence N 1° 28' E (in center of a street in Reynoldsburg to a stake) 38-53/100 ft., more or less.

Thence S 87° 45' E along said north line, 757.51 ft., more or less, to a stake and stone, the place of beginning, and containing six and nine hundred and twenty-seven thousandths (6-927/1000) of an Acre, more or less.

To Have and to Hold *said premises, with all the privileges and appurtenances thereunto belonging, to the said Grantee* Trustees of Truro Township, Franklin County, Ohio, their successors ~~heirs~~ *and assigns forever.*

VOL 3406 PAGE 575

Grantor acquired title by deeds of record in D.B. 449, p. 60; in D.B. 449, p. 61; in D.B. 146, ps. 264 and 265; and in D.B. 146, ps. 263 and 264.

IT IS INTENDED BY THIS CONVEYANCE TO CONVEY ALL PROPERTY IN THE VILLAGE OF REYNOLDSBURG, OR IN THE TOWNSHIP OF TRURO, ACQUIRED IN THE NAME OF THE SILENT HOME CEMETERY ASSOCIATION TRUSTEES.

In Witness Whereof, *the said Grantor* corporation, SILENT HOME CEMETERY ASSOCIATION, sets its hand, by RALPH CONNELL, its PRESIDENT and W. V. ASHTON, its SECY-TREASURER, this 16th *day of* APRIL *in the year of our Lord one thousand nine hundred and* seventy-four. (19 74)

Signed and acknowledged in presence of

Wilma Osborne

Harry R. Paulino

-to
oth
ignature

SILENT HOME CEMETERY ASSOCIATION

By Ralph Connell
Ralph Connell its President

By W V Ashton
W. V. Ashton its Sec.-Treasurer

The State of OHIO, FRANKLIN **County** ss.

Be it Remembered *That on this* 16th *day of* APRIL *, A.D. 1974, before me, the subscriber, a* . . Notary Public *in and for said county, personally came the above named* SILENT HOME CEMETERY ASSOCIATION, by RALPH CONNELL its PRESIDENT, and W. V. ASHTON, its SECY-TREASURER who acknowledged that they did sign the foregoing instrument and that the same is the free act and deed of said Corporation, and the free act and deed of each of them personally and as such officers.

TRANSFER TAX
EXEMPT
By A. J. P.
ARCH J. WARREN
FRANKLIN COUNTY, AUDITOR

In Testimony Whereof, *I have hereunto subscribed my name and affixed my official seal on the day and year last aforesaid.*

Harry R. Paulino
HARRY R. PAULINO, Attorney at Law
NOTARY PUBLIC, STATE OF OHIO
MY COMMISSION HAS NO EXPIRATION DATE
147.03 R.C.

This instrument prepared by
Miller & Siculan, Attorneys at Law.

Quit Claim Deed

8332

Silent Home Cemetery Association,
an Ohio corporation not for profit

TO

Trustees of Truro Township,
Franklin County, Ohio

TRANSFERRED
Transferred APR 19 1974 19
ARCH J. WARREN
AUDITOR
FRANKLIN COUNTY, OHIO
COUNTY AUDITOR
704

STATE OF OHIO

COUNTY OF FRANKLIN SS

RECEIVED FOR RECORD ON THE

day of APR 19 1974 19
at 12:30 o'clock P M.
and RECORDED APR 23 1974 19 in
DEED BOOK PAGE
James A. Schaefer
COUNTY RECORDER

RECORDERS FEE $ 3.00

MAIL
HARRY R. PAULINO
7400 E. MAIN ST
REYNOLDSBURG, OHIO 43068

Clarence E. Mingo, II
Franklin County Auditor

IAP(GIS)

Generated on 05/22/2017 at 03:25:51 PM

ırcel ID	Map Routing No	Owner	Location
6000019700	060N081 00400	TRUSTEES OF TRURO	GRAHAM RD

IS

Sources: Esri, HERE, DeLorme, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), MapmyIndia, NGCC, © OpenStreetMap contributors, and the GIS User Community

sclaimer

060-000197
Graham Rd. Rear
Adjacent Property List

060-000014
Broadwyn Dr.
Board of Education
7244 E. Main Street
Reynoldsburg, OH 43068

060-000291
Graham Rd. Rear
Board of Education
7244 E. Main Street
Reynoldsburg, OH 43068

060-000316
1555 Graham Rd.
Board of Education
7244 E. Main Street
Reynoldsburg, OH 43068

060-000031
1573 Graham Rd.
Robert Bungardner
1573 Graham Rd.
Reynoldsburg, OH 43068

263-000202
Lancaster Ave.
Truro Twp. Board of Trustees
6900 E Main Street
Reynoldsburg, OH 43068

Development Department
Eric Snowden
7232 E. Main Street
Reynoldsburg OHIO 43068
614-322-6829 Phone

ORDINANCE REQUEST

DATE: June 12, 2017

TO: Service Committee

RE: ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF REYNOLDSBURG ADOPTED BY ORDINANCE NO. 131-95 ON NOVEMBER 27, 1995 AND AS SUBSEQUENTLY AMENDED - 6305 E. Livingston Avenue, Reynoldsburg, Ohio, from CC Community Commerce District to S-1 Special District; Applicant Mark Larrimer.

See Attachments for Details.

CITY OF REYNOLDSBURG
Department of Development
Planning & Zoning Division
7232 East Main Street
Reynoldsburg, Ohio

Application #: 178477
Permit #:
Date Submitted: 5/23/17
Fee Amount: Waived
☒ Paid: —

PLANNING COMMISSION APPLICATION

II. PROPERTY INFORMATION

Property Address: 6305 E. Livingston Avenue, Reynoldsburg, OH

Description of Location: South-side of Livingston, East of Merchants Drive

Parcel ID(s): 060-005861

Number of Lots: 1

Present Zoning: CC

Present Use: Fire Station

Complete Where Applicable:

Engineer/Surveyor: Moody Engineering (Eng)

Builder:

FOR DISTRICT CHANGE ONLY

Proposed Zoning: S-1

Size of Area to be Rezoned: 5.94 Acres

Existing Structures:
13,069 sf Fire Station

Proposed Use: Fire Station

III. PROPERTY OWNER OF RECORD

Property Owner Name(s): Truro Township Board of Trustees

Property Owner Address(s): 6900 E. Main Street, Reynoldsburg, OH 43068

IV. APPLICANT INFORMATION

Applicant Name: Mark Larrimer

Applicant Address: 300 Spruce St. Suite 200, Columbus OH 43215

Applicant Phone Number: 614 280-8882

Applicant Email: mlarrimer@moody-eng.com

I. PROJECT TYPE

☒ **District Change (Rezoning)** ($750 Residential plus $50 per lot/$1,000 Non-Residential)

☐ **Amendment of Development Plan or Text** ($500)

☐ **Major Site Plan** ($500)

Applicant Signature: Mark Larrimer Date: 5/22/17

*By signing this application, I certify that I am the owner of the property or the owner's agent, and that the work is authorized with the full knowledge of the owner. *

OFFICE USE ONLY

Additional Notes:

Zoning Information
☐ Historic District
☒ CC Overlay

Add'l Approvals Req'd
☐ DRB
☐ BZBA

Planning Com. Meeting Date:
☐ Approved as Submitted
☐ Approved w/ Conditions
☐ Tabled
☐ Denied

City Council Meeting Date:
☐ Approved as Submitted
☐ Approved w/ Conditions
☐ Tabled
☐ Denied

P&Z Admin.: Date:
Clerk of Council: Date:

Instrument Number: 200505190095819

Legal Description

Pcl# 060-005861 Acreage 5.73900000 REFUGEE LANDS

Long Description

(6305 E. LIVINGSTON AVE)

200505190095819
Pgs: 3 $36.00 T20050038891
05/19/2005 11:46AM BXVALMER LAND
Robert G. Montgomery
Franklin County Recorder

GENERAL WARRANTY DEED

Complete General Construction Company, a corporation organized under the laws of the State of Ohio, and licensed to do business in the State of Ohio, by William Cooper, its Treasurer, having been duly authorized to execute the same, for valuable consideration paid, grants, with general warranty covenants, to **The Board of Township Trustees of Truro Township**, whose tax-mailing address is 6900 E Main Street, Reynoldsburg, OH 43068, the following real property:

VALMERLAND TITLE AGENCY BOX 52108424

See Attached Legal Exhibit "A"

Prior Instrument Reference: Volume Deed Book 3701, page 355, Recorder's Office, Franklin County, Ohio.

Complete General Construction Company

By: William Cooper
William Cooper, Treasurer

State of Ohio
County of Fairfield

On the 19th day of May, 2005, before me personally came William Cooper, to me known to be the person who executed the foregoing instrument, being first duly sworn, Treasurer of the Complete General Construction Company, the corporation described in and which executed the foregoing instrument, who states this action is taken with full corporate authority by resolution of the Board of Directors of that corporation and that this instrument was executed pursuant to that resolution.

Witness my official signature and seal on the day last above mentioned.

NOTARY PUBLIC

MONICA R. MERRIMAN
Notary Public, State of Ohio
My Commission Expires 05-09-09

This document was prepared by The Durst Law Firm, Co.

TRANSFERRED
MAY 19 2005
JOSEPH W. TESTA
AUDITOR
FRANKLIN COUNTY, OHIO

11425
CONVEYANCE TAX
$ 525.00
JOSEPH W. TESTA
FRANKLIN COUNTY AUDITOR

Civil & Environmental Consultants, Inc.
8740 Orion Place, Suite 100 ▪ Columbus, Ohio 43240
Phone 614.540.6633 ▪ Fax 614.540.6638
CHICAGO, IL. ▪ CINCINNATI, OH ▪ EXPORT, PA. ▪ INDIANAPOLIS IN.
NASHVILLE, TN. ▪ PITTSBURGH, PA. ▪ ST. LOUIS, MO.

Description of 5.739 Residual Acres

Situated in the State of Ohio, County of Franklin, City of Reynoldsburg, Half Section 20, Section 13, and Half Section 41, Section 24, Township 12, Range 21, Refugee Lands, and being a 5.739 Residual Acres of an Original 9.975 Acre Tract Conveyed to Complete General Construction Company, Deed Book 3701, Page 355 in the Franklin County Recorder's Office:

Beginning for Reference at the Centerline Intersection of Livingston Avenue and Briceton Drive (P.B. 42, Pg. 122);

Thence following the Centerline of Livingston Avenue with a Curve to the Right having a Radius of 1432.69 feet, a Delta of 11°56'28", an Arc Length of 298.59 feet, and a Chord Bearing of South 79°20'52" West for a Chord Distance of 298.05 feet to a Point;

Thence South 04°40'54" East crossing Livingston Avenue, a Distance of 40.00 feet to a Found 3/4" Iron Pipe, 30" in Length with No ID Cap on the Southerly Right-of-Way Line of Livingston Avenue, said Iron Pipe being the True Point of Beginning;

Thence South 16°37'37" East following the Westerly Line of a 0.988 Acre Tract Conveyed to Paul M & Judy F Loper, O.R. 21681, Pg. A01, and a 0.992 Acre Tract (Parcel 1) & a 1.520 (Tract 2) Conveyed to Richard A & Deborah a Raup, O.R. 20391, Pg. G15, a Distance of 567.93 feet to a Set 3/4" Iron Pipe, 30" in Length with an ID Cap stamped CEC PROP CORNER, on the Northerly Right-of-Way Line of Birhview Drive (P.B. 42, Pg. 122);

Thence following the Right-of-Way Line of Birchview Drive (P.B. 42, Pg. 122) with a Curve to the Left having a Radius of 1025.00 feet, a Delta of 15°29'26", an Arc Length of 277.12 feet, and a Chord Bearing of South 61°02'01" West for a Chord Distance of 276.28 feet to a Found 3/4" Iron Pipe with an ID Cap stamped MATMAR, INC.;

Thence with the following Two (2) Courses around a 2.031 Acre Tract Conveyed to the Central Ohio Transit Authority, O.R. 5263, Pg. H15;

1. North 36°47'21" West a Distance of 200.00 feet to a Found 3/4" Iron Pipe, 30" in Length with No ID Cap;
2. With a Curve to the Left having a Radius of 1225.00 feet, a Delta of 08°05'54", an Arc Length of 173.15 feet, and a Chord Bearing of South 49°13'35" West for a Chord Distance of 173.00 feet to a Found 3/4" Iron Pipe with an ID Cap stamped MATMAR, INC.;

Thence North 44°49'23" West following the Easterly Line of a 0.998 Acre Tract Conveyed to the Central Ohio Transit Authority, O.R. 15691, Pg. I19, a Distance of 81.17 feet to a Found 3/4" Iron Pipe with an ID Cap stamped MATMAR, INC., on the Easterly Right-of-Way Line of Merchants Drive;

Thence with the following Two (2) courses along the Easterly Right-of-Way Line of Merchants Drive (P.B. 41, Pg 105);

1. With a Curve to the Left having a Radius of 66.00 feet, a Delta of 36°46'33", an Arc Length of 42.36 feet, and a Chord Bearing of North 26°50'43" East for a Chord Distance of 41.64 feet to a Found 3/4" Iron Pipe, 30" in Length with No ID Cap;

2. North 08°27'34" East a Distance of 529.85 feet to a Set 3/4" Iron Pipe, 30" in Length with an ID Cap stamped CEC PROP CORNER;

Thence North 38°27'34" East following the Right-of-Way Return from the Easterly Right-of-Way Line of Merchants Drive (P.B. 41, Pg 105) and the Southerly Right-of-Way Line of Livingston Avenue (P.B. 42, Pg 122), a Distance of 19.23 feet to a Set 3/4" Iron Pipe, 30" in Length with an ID Cap stamped CEC PROP CORNER;

Thence South 85°24'20" East following the Southerly Right-of-Way Line of Livingston Avenue (P.B. 42, Pg 122), a Distance of 40.47 feet to a Set 3/4" Iron Pipe, 30" in Length with an ID Cap stamped CEC PROP CORNER;

Thence following the Southerly Right-of-Way Line of Livingston Avenue (P.B. 42, Pg 122) with a Curve to the Left having a Radius of 1472.69 feet, a Delta of 09°16'34", an Arc Length of 238.42 feet, and a Chord Bearing of North 89°57'23" East for a Chord Distance of 238.16 feet to the Point of Beginning, Containing 5.739 Acres, More or Less, Subject to all Easements, Right-of-Ways, and Restrictions.

This description was based on an actual field survey by Civil & Environmental Consultants, Inc. in April, 2005.

Bearing were based on the Centerline of Merchants Drive as being North 08°27'34" East as shown on the Dedication Plat of Service Road in Eastgreen on the Common, Plat Book 41, Page 105.

Anthony W. Williams P.S. 7726

4/26/05
Date

ANTHONY W. WILLIAMS 7726

0-105-A
All of
(060)
5861

DESCRIPTION VERIFIED
DEAN C. RINGLE, P.E., P.S.
BY: AB
DATE: 27 Apr-05

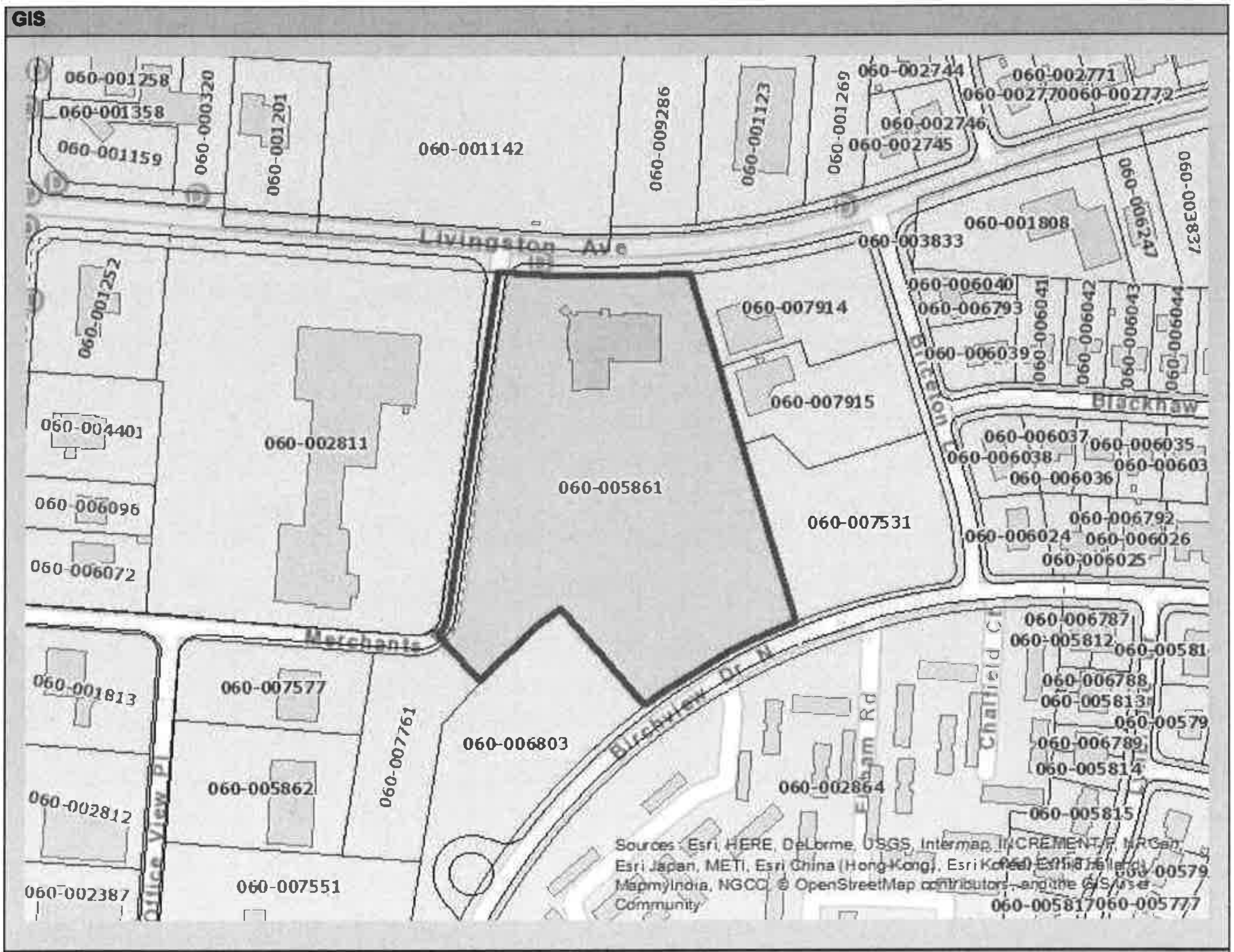
BB
5-19-05

Clarence E. Mingo, II
Franklin County Auditor

MAP(GIS) Generated on 05/22/2017 at 03:39:55 PM

Parcel ID	Map Routing No	Owner	Location
06000586100	060O105A 01700	BOARD OF TOWNSHIP TRS	6805 LIVINGSTON AV E

GIS



Disclaimer

This drawing is prepared for the real property inventory within this county. It is compiled from recorded deeds, survey plats, and other public records and data. Users of this drawing are notified that the public primary information source should be consulted for verification of the information contained on this drawing. The county and the mapping companies assume no legal responsibilities for the information contained on this drawing. Please notify the Franklin County GIS Division of any discrepancies.

060-005861
6305 Livingston Ave.
Adjacent Property List

060-002811
1900-1924 Brice Rd.
1900 Brice Rd. LLC Dimche Kuzmanovski
2006 Kentwell Rd.
Columbus OH 43221

060-007761
Merchants Dr.
Central Ohio Transit Authority
33 N. High Street
Columbus, OH 43215

060-002864
1996 Chalfield Ct.
NL Core Calebs Crossing LLC
3601 W. 76th St Suite 200
Minneapolis, MN 55435

060-007531
6321-6331 E. Livingston
Richard and Deborah Raup
6801 Prior Place
Reynoldsburg OH 43068

060-007915
6331 E. Livingston
Richard and Deborah Raup
6801 Prior Place
Reynoldsburg OH 43068

060-007914
6321 E. Livingston Ave
Paul M Loper
5611 Mink Rd.
Pataskala OH 43062

060-001123
6340 E. Livingston Ave
ALYN Investments LLC
1276 Concord St.
San Diego CA 92106

060-009286
6336 E. Livingston Ave
PO Box 110962
Campbell CA 95011

060-001142
6300-6308 E. Livingston Ave
Silver Lantern LLC
627 H St.
Eureka CA 95501

Development Department
Eric Snowden
7232 E. Main Street
Reynoldsburg OHIO 43068
614-322-6829 Phone

ORDINANCE REQUEST

DATE: **June 12, 2017**

TO: **Service Committee**

RE: **ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF REYNOLDSBURG ADOPTED BY ORDINANCE NO. 131-95 ON NOVEMBER 27, 1995 AND AS SUBSEQUENTLY AMENDED - 6900 E. Main Street, Reynoldsburg, Ohio, from CS Community Services District to S-1 Special District; Applicant Mark Larrimer.**

See Attachments for Details.

CITY OF REYNOLDSBURG
Department of Development
Planning & Zoning Division
7232 East Main Street
Reynoldsburg, Ohio

Application #: 178476
Permit #:
Date Submitted: 5/23/17
Fee Amount: $ Waived
☒ Paid:

PLANNING COMMISSION APPLICATION

II. PROPERTY INFORMATION

Property Address: 6900 E. Main Street, Reynoldsburg, OH

FOR DISTRICT CHANGE ONLY

Description of Location: North-side of Main Street, West of Briarcliff Road

Proposed Zoning: S-1

Parcel ID(s): 060-001255

Size of Area to be Rezoned: 1.324 Acres

Number of Lots: 1

Present Zoning: CS

Present Use: Fire Station

Existing Structures: 15,000 sf Fire Station

Complete Where Applicable:

Engineer/Surveyor: Moody Engineering (Eng), IBI Group (Surveyor)

Builder:

Proposed Use: Fire Station

III. PROPERTY OWNER OF RECORD

Property Owner Name(s): Truro Township Board of Trustees

Property Owner Address(s): 6900 E. Main Street, Reynoldsburg, OH 43068

IV. APPLICANT INFORMATION

Applicant Name: Mark Larrimer

Applicant Address: 300 Spruce St. Suite 200, Columbus OH 43215

Applicant Phone Number: 614 280-8882

Applicant Email: mlarrimer@moody-eng.com

I. PROJECT TYPE

☒ **District Change (Rezoning)** ($750 Residential plus $50 per lot/$1,000 Non-Residential)

☐ **Amendment of Development Plan or Text** ($500)

☐ **Major Site Plan** ($500)

Applicant Signature: Date: 5/22/17

*By signing this application, I certify that I am the owner of the property or the owner's agent, and that the work is authorized with the full knowledge of the owner. *

OFFICE USE ONLY

Additional Notes:

Zoning Information
☐ Historic District
☒ CC Overlay

Add'l Approvals Req'd
☐ DRB
☐ BZBA

Planning Com. Meeting Date:
☐ Approved as Submitted
☐ Approved w/ Conditions
☐ Tabled
☐ Denied

City Council Meeting Date:
☐ Approved as Submitted
☐ Approved w/ Conditions
☐ Tabled
☐ Denied

P&Z Admin.: Date:

Clerk of Council: Date:

GENERAL WARRANTY DEED, Statutory VOL 3461 PAGE 30 The W. H. Anderson Co., Law Publishers, Cincinnati, Ohio

GENERAL WARRANTY DEED *

2732

Norbert F. Weilbacher and Margaret R. Weilbacher, husband and wife (1), of Franklin County, Ohio

for valuable consideration paid, grant(s), with general warranty covenants, to The Board of Trustees of Truro Township, Franklin County, Ohio, *whose tax-mailing address is* c/o Hugh McTeague, 6500 East Main St., Reynoldsburg, Ohio 43068

the following ***REAL PROPERTY:*** *Situated in the County of* Franklin *in the State of Ohio and in the* City *of* Reynoldsburg *:* (2)

Being the premises as set forth on the reverse side of this General Warranty Deed, and set forth as though fully written herein.

Address: 6900 E. Main Street

TRANSFER TAX EXEMPT
By A. J.
ARCH J. WARREN
FRANKLIN COUNTY, AUDITOR

080

TRANSFERRED
FEB 14 1975
ARCH J. WARREN
AUDITOR
FRANKLIN COUNTY, OHIO

Prior Instrument Reference: Vol. 3274 *Page* 414 *of the Deed Records of* Franklin *County, Ohio.* (3) ~~wife (husband) of the~~

Grantors releases all rights of dower therein. Witness our *hand(s) this* 14th *day of* February *, 19* 74.

Signed and acknowledged in the presence of:

Charles O Weilbacher
WITNESS Charles O. Weilbacher

Dolores L. Bowman
WITNESS Dolores L. Bowman

Norbert F. Weilbacher
Norbert F. Weilbacher (4)

Margaret R. Weilbacher
Margaret R. Weilbacher

State of Ohio *County of* Franklin ss.

BE IT REMEMBERED*, That on this* 14th *day of* February *, 19* 74 *, before me, the subscriber, a* Notary Public *in and for said county, personally came,* Norbert F. Weilbacher and Margaret R. Weilbacher *the Grantor(s) in the foregoing Deed, and acknowledged the signing thereof to be* their *voluntary act and deed.*

IN TESTIMONY THEREOF*, I have hereunto subscribed my name and affixed my seal on this day and year aforesaid.*

Charles O Weilbacher
CHARLES O. WEILBACHER, Attorney At Law
NOTARY PUBLIC - STATE OF OHIO
My commission has no expiration date.
Section 147.03 R. C.

This instrument was prepared by

1. Name of Grantor(s) and marital status.
2. Description of land or interest therein, and encumbrances, reservations, exceptions, taxes and assessments, if any.
3. Delete whichever does not apply.
4. Execution in accordance with Chapter 5301 of the Revised Code of Ohio.

Auditor's and Recorder's Stamps

Received FEB 14 1975 19...... At 3:05 O'Clock P M
Recorded FEB 19 1975 19...... In Franklin County
JAMES A. SCHAEFER, Recorder
Recorder's Fee $ 3.00

* See Sections 5302.05 and 5302.06 Ohio Revised Code.

GENERAL WARRANTY DEED

2732

FROM

W
03

TO

Chester Nujomwell
40 S. Third St.
Columbus, O 43215

MAIL

Being located in Half Section 19, Section 13, Township 12, Range 21, Refugee Lands, and being 1.324 acres off the entire easterly end of the 1.664 acre tract conveyed to Mayblock, Inc. by deeds of record in Deed Book 1462, page 120, and Deed Book 2278, page 635, Recorder's Office, Franklin County, Ohio, and bounded and described as follows:

Beginning at an iron pin in the northerly line of said Half Section 19, said iron pin being the northeasterly corner of the said Mayblock, Inc., 1.664 acre tract, said iron pin being also the northwesterly corner of the 0.886 acre tract conveyed to the Ohio State Bank by deed of record in Deed Book 2422, page 653, Recorder's Office, Franklin County, Ohio;

Thence along the westerly line of said 0.886 acre tract and the easterly line of the said 1.664 acre tract, South 3° 38' 30" West, (passing an iron pin found at 177.15 feet, and passing a second iron pin in the northerly right-of-way line of East Main Street at 180.10 feet), 220.30 feet to a point in the centerline of East Main Street and at the southwesterly corner of the said Ohio State Bank 0.886 acre tract;

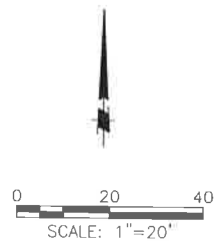
Thence along the centerline of East Main Street South 87° 55' West 250.0 feet to a point; thence across the said Mayblock Inc. 1.664 acre tract, North 3° 38' 30" East, (passing an iron pin at 40.2 feet), 243.54 feet to an iron pin in the northerly line of said Half Section 19;

Thence along said Half Section Line and the northerly line of said 1.664 acre tract, South 86° 45' East 248.76 feet to the place of beginning, containing 1.324 acres, more or less.

Subject, however, to all legal highways and/or rights-of-way, if any, of previous records.

O-106-D
ALL OF
1255
CITY OF
REYNOLD.

DESCRIPTION ACCEPTABLE
C. E. McPHERSON
FRANKLIN COUNTY ENGINEER
INT. B.J. DATE 2/14/75
SPLIT
TRANSFER ✓



#	Date	Change Description

TRURO TWP. FIRE STATION

6900 Main Street
Reynoldsburg OH 43068

MOODY ENGINEERING
300 SPRUCE STREET
SUITE 200
COLUMBUS, OHIO 43215
P: 614 280 8999
MOODY-ENG.COM

PROGRESS
DRAWING
NOT FOR
CONSTRUCTION

Dwg. Coord.:
Tech. Coord.:
M/N #08174

Re-Zoning
May 22, 2017

DRAWING: P:\17204 Truro Township Fire Station\CADD\Auditor Base.dwg
May 22, 2017, 2:52pm

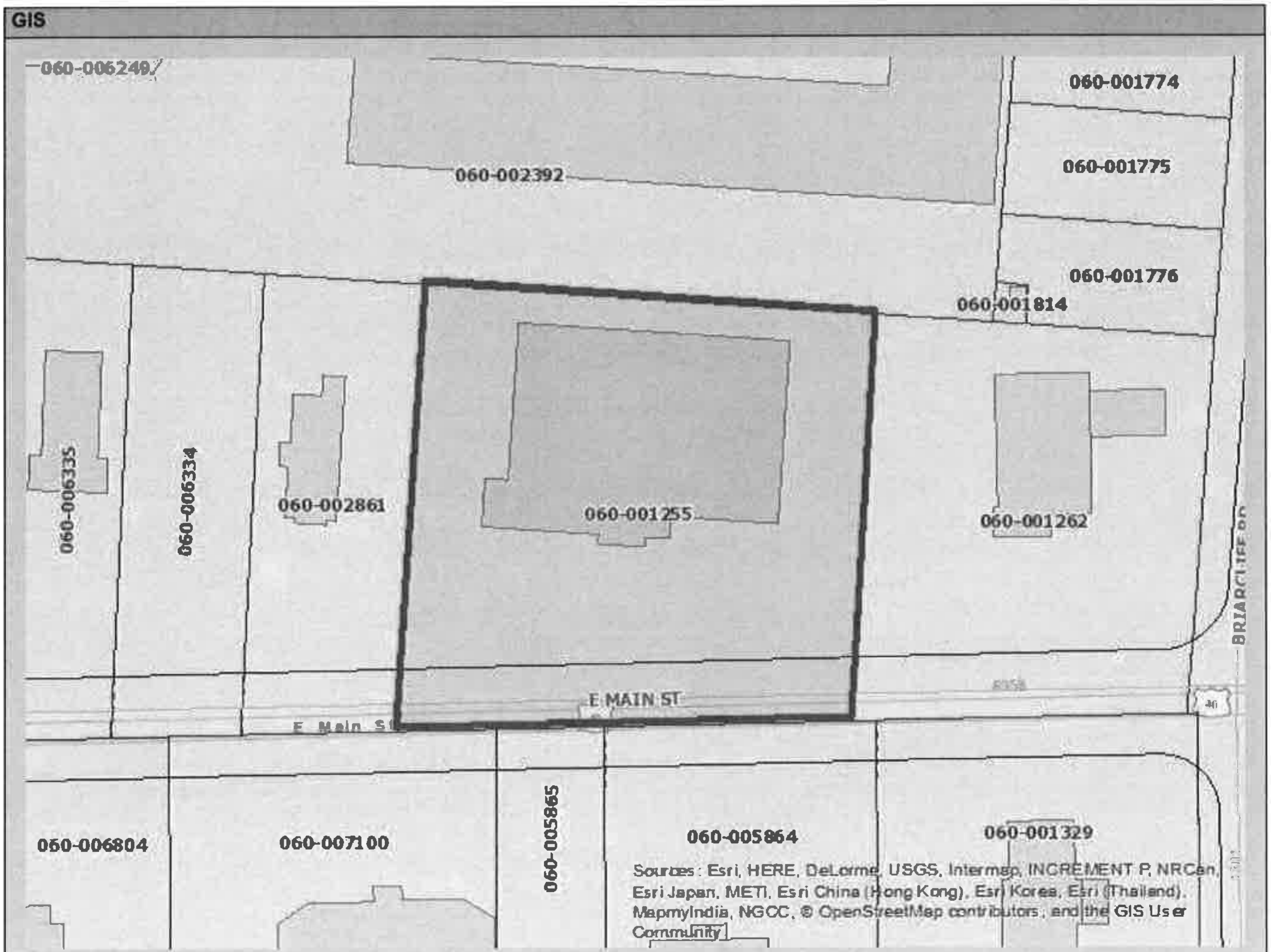
Clarence E. Mingo, II
Franklin County Auditor

MAP(GIS)

Generated on 05/22/2017 at 03:37:31 PM

Parcel ID	Map Routing No	Owner	Location
06000125500	060O106D 05800	TRURO TOWNSHIP BD OF TRS	6900 MAIN ST E

GIS



Sources: Esri, HERE, DeLorme, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), MapmyIndia, NGCC, © OpenStreetMap contributors, and the GIS User Community

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060-001255
6900 E. Main Street
Adjacent Property List

060-002861
6850 E. Main Street
Tony and Amy Heng
7041 Nocturne Rd. N.
Reynoldsburg OH 43068

060-02392
1235 Briarcliff Rd.
New Seton Square East
1235 Briarcliff Rd.
Reynoldsburg, OH 43068

060-001262
6950 E. Main St.
First Merchants Bank NA
200 East Jackson St
Muncie IN 47305

060-005864
6935 E. Main St.
Fifth Third Bank (Tax Address)
38 Fountain Square Plaza MD10ATA1
Cincinnati OH 45263

060-007100
6901 E. Main St.
Fergus J Inc.
STE A
8377 Green Meadows Dr. N
Lewis Center OH 43035

Development Department
Eric Snowden
7232 E. Main Street
Reynoldsburg OHIO 43068
614-322-6829 Phone

ORDINANCE REQUEST

DATE: **June 12, 2017**

TO: **Service Committee**

RE: **ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF REYNOLDSBURG ADOPTED BY ORDINANCE NO. 131-95 ON NOVEMBER 27, 1995 AND AS SUBSEQUENTLY AMENDED - 6269-6275 E. Main Street, Reynoldsburg, Ohio, from CC- Community Commerce District to CS Community Services District; Applicant Sammy Kanaan, Agent for Owner.**

See attached documentation.

CITY OF REYNOLDSBURG
Department of Development
Planning & Zoning Division
7232 East Main Street
Reynoldsburg, Ohio

Application #: 178379

Permit #:

Date Submitted: 5/26/17

Fee Amount: $1000.00

☒ Paid: 1259

PLANNING COMMISSION APPLICATION

II. PROPERTY INFORMATION

Property Address: 6269-6275 E. Main Street

Description of Location: 12,153 SF Commercial Bldng 4 units on 1.23 acres

Parcel ID(s): 060-001247-00

Number of Lots: one

Present Zoning: CC

Present Use: Automotive Center

Complete Where Applicable:

Engineer/Surveyor:

Builder:

FOR DISTRICT CHANGE ONLY

Proposed Zoning: CS Community Services

Size of Area to be Rezoned: 1.23 AC

Existing Structures: 1 commercial building

Proposed Use: Automotive Center

III. PROPERTY OWNER OF RECORD

Property Owner Name(s): 6269-6275 EAST MAIN STREET LLC

Property Owner Address(s): 91 Walnut Woods Ct Gahanna, Ohio 43230

IV. APPLICANT INFORMATION

Applicant Name: Sammy Kanaan, agent for owner

Applicant Address: 615 Copeland Mill Drive Westerville, Ohio 43081 Ste. 1-d

Applicant Phone Number: 614-296-6799

Applicant Email: samkanaan@yahoo.com

I. PROJECT TYPE

☒ District Change (Rezoning) ($750 Residential plus $50 per lot/$1,000 Non-Residential)

☐ Amendment of Development Plan or Text ($500)

☐ Major Site Plan ($500)

Applicant Signature: Sammy Kanaan Date: 5/24/17

By signing this application, I certify that I am the owner of the property or the owner's agent, and that the work is authorized with the full knowledge of the owner.

OFFICE USE ONLY

Additional Notes:

Zoning Information
☐ Historic District
☐ CC Overlay

Add'l Approvals Req'd
☐ DRB
☐ BZBA

Planning Com. Meeting Date: ____
☐ Approved as Submitted
☐ Approved w/ Conditions
☐ Tabled
☐ Denied

City Council Meeting Date: ____
☐ Approved as Submitted
☐ Approved w/ Conditions
☐ Tabled
☐ Denied

P&Z Admin.: ____ Date: ____

Clerk of Council: ____ Date: ____

11036F07

Beginning at the southwest corner of the above described 1.410 acre tract and at the northwest corner of said 1.394 acre tract, said point being on the west line of said original 4.077 acre tract and on the east line of said alley;

thence N 3° 38' 37" E along a portion of the west line of said 4.077 acre tract, along a portion of the east line of said alley and along a portion of the east line of said Lot No. 8 a distance of 219.07 feet to a railroad spike found in the south right-of-way line of East Main Street;

thence N 83° 46' 28" E along the south right-of-way line of East Main Street and parallel with and 50.00 feet southerly by perpendicular measurement from the centerline of East Main Street and from the north line of said original 4.077 acre tract a distance of 45.00 feet to a point;

thence S 22° 03' 54" W a distance of 80.91 feet to a point;

thence S 3° 14' 44" W a distance of 145.48 feet to a point in the south line of the above described 1.410 acre tract and in the north line of said 1.394 acre tract;

thence N 88° 11' 37" W along a portion of the south line of the above described 1.410 acre tract and along a portion of the north line of said 1.394 acre tract a distance of 20.29 feet to the place of beginning of this ingress/egress and utilities easement.

TOGETHER WITH ~~ALSO~~, an ingress/egress easement, 22 feet in width, from the east line of said 1.394 acre tract, through said 1.394 acre tract, to the north line of said 1.394 acre tract and to the south line of the above described 1.410 acre tract, the centerline of said easement being described as follows:

Beginning, for reference, at a 3/4-inch I.D. iron pipe found at the southeast corner of said 1.394 acre tract;

thence N 3° 44' 44" E along a portion of the east line of said 1.394 acre tract a distance of 120.00 feet to a point at the west end of the centerline of an ingress and egress easement, 30 feet in width, providing access to Brice Road, and at the true place of beginning of the easement ~~centerline herein intended~~ to be described;

thence N 86° 15' 16" W perpendicular to the east line of said 1.394 acre tract a distance of 24.00 feet to a point;

thence N 3° 44' 44" E parallel with and 24.00 feet westerly by perpendicular measurement from the east line of said 1.394 acre tract a distance of 101.60 feet to a point;

thence N 86° 21' 23" W perpendicular to the west line of said 1.394 acre tract and perpendicular to the east line of said alley a distance of 187.90 feet to a point;

thence N 3° 38' 37" E parallel with and 11.00 feet easterly by perpendicular measurement from the west line of said 1.394 acre tract and from the east line of said alley a distance of 44.20 feet to a point in the north line of said 1.394 acre tract, in the south line of the above described 1.410 acre tract and at the point of terminus of said easement centerline.

11036F08

The above description was prepared by Richard J. Bull, Ohio Surveyor No. 4723, of C.F. Bird & R.J. Bull, Inc., Consulting Engineers & Surveyors, Worthington, Ohio, from an actual field survey performed in October, 1985, of a larger tract of which this tract is a part. Basis of bearings is the centerline bearing of East Main Street (N 89° 46' 28" E) from Deed Book 3774, Page 896.

AND TOGETHER WITH

Subject to and including conditions, easements and restrictions in prior instruments of record.

The subject's neighborhood is generally considered to be the City of Reynoldsburg and surrounding area. The subject is located on the west side of Reynoldsburg. The primary access to/from Reynoldsburg is via Interstate 70, located approximately 1.5 miles south of the subject, and U.S. Route 40 (East Main Street), on which the subject fronts. East Main Street connects to Interstate 270 approximately 0.7 miles west of the subject. Interstate 70 interchanges with Interstate 270 approximately 1.7 miles southwest of the subject. Major north/south roadways in the subject's area include McNaughten Road, Brice Road, State Route 256/Lancaster Avenue, and Graham Road/Waggoner Road. Overall, regional access is considered to be good.

The following Bing aerial map shows the location of the subject and the immediate surrounding area.

6269 Main

LIMITED OVERLAY TEXT
6269-6275 EAST MAIN STREET
ZONING DISTRICT CHANGE FROM CC TO L-CS
JUNE 1, 2017

A. Location and Size
  1. The property is located on the south side of E. Main Street, approximately 226FT west of Brice Road.
  2. The total property area is approximately 1.394 acres.
  3. The area to be rezoned consists of the parcel #060-006240. The exact boundaries of the parcel are provided for in the attached legal description.

B. Permitted Uses & Special Exceptions
  1. Those uses listed as special exceptions in the Community Services District by Section 1175.01 of the Zoning Code of the City of Reynoldsburg, shall remain special exceptions.
  2. Those uses listed as permitted uses in the Community Services District by Section 1175.01 of the Zoning Code of the City of Reynoldsburg shall be considered permitted uses, except that the uses “Automotive Sales”, “Adult Entertainment Business”, and “Sexually Oriented Business” shall be considered special exceptions.

Myers Surveying Company, Inc.

2740 East Main Street, Columbus 43209 (Bexley), Ohio
614-235-8677 FAX: 614-235-4559

A Mortgage Location Survey prepared for and certified to:
ACS Title and Closing Services and/or Bank First National

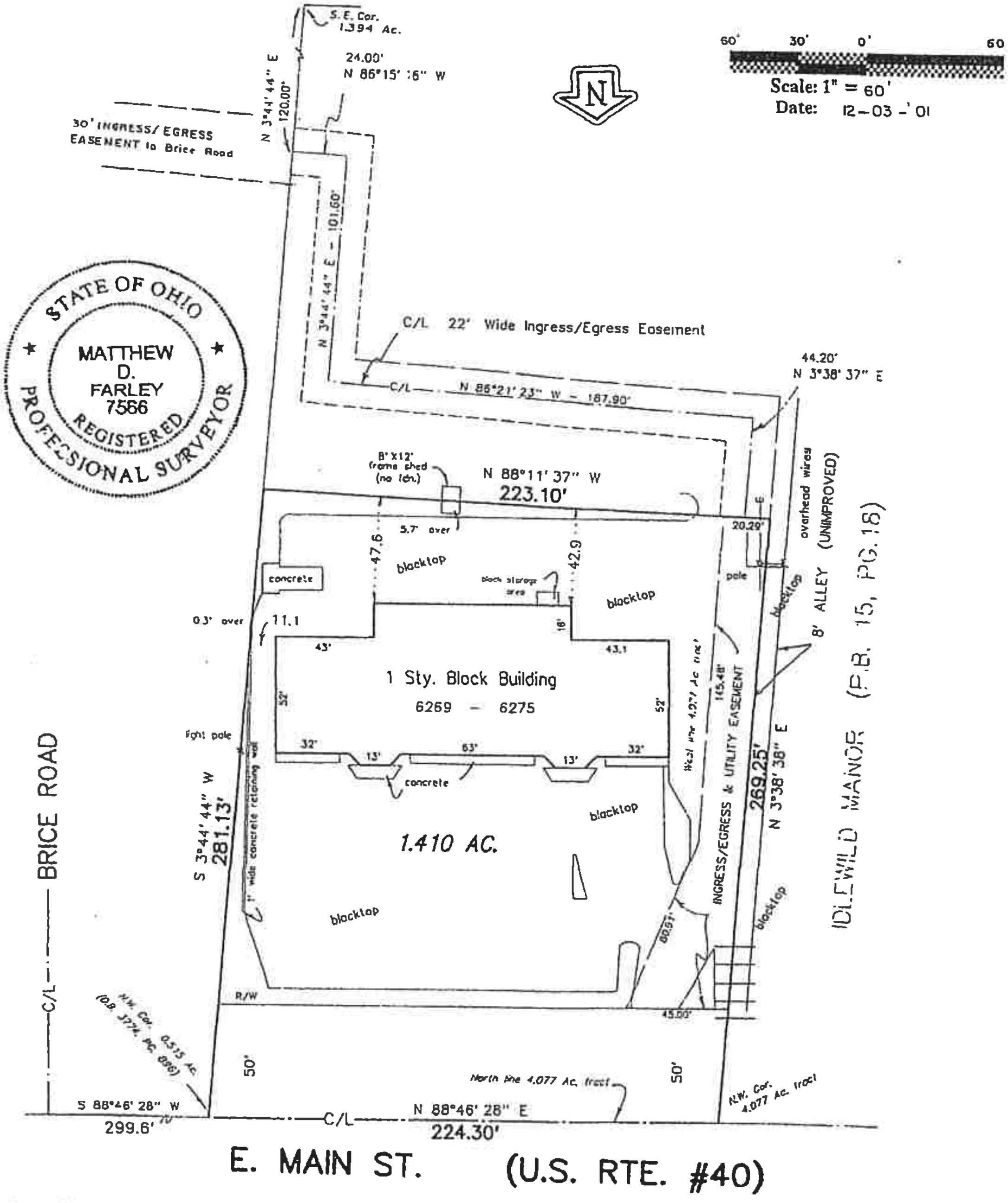
Legal Description: Situated in Ohio, County of Franklin, City of Reynoldsburg, Being 1.410 Acres, Part of Half Section 21, Township 12, Range 21, Refugee Lands

Applicant:

Posted Address: 6269-6275 E. Main Street, Reynoldsburg, Ohio

F.E.M.A. Flood Zone Designation: Flood Zone "X" as per F.I.R.M. 390177 0279 G

Apparent Encroachments: 1) Blacktop Over Property Line. 2) Overhead Wires Crossing Property. 3) Blacktop Over Property Line.



We hereby certify that the foregoing Mortgage Location survey was prepared from actual field measurements in accordance with Chapter 4733-38 Ohio Administrative Code, and is not a boundary survey pursuant to Chapter 4733-37 of said code.
THE INFORMATION SHOWN HEREON IS NOT TO BE UTILIZED FOR THE INSTALLATION OF BUILDINGS, FENCES, LANDSCAPING OR OTHER PERMANENT IMPROVEMENTS.

Myers Surveying Co., Inc.

By Matthew D. Farley
Professional Surveyor

Myers Order No. - 32-11/26/01	Rec. PH	Field AJ	DWG AF	Ltr. AF	Ck.

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

RESOLUTION REQUEST

DATE: **June 12, 2017**

TO: **Finance Committee**

RE: RESOLUTION ADOPTING THE TAX BUDGET OF THE CITY OF REYNOLDSBURG OHIO, FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2018 AND DECLARING AN EMERGENCY.

Emergency/Suspension: Emergency

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

Request Council approve the attached 2018 Tax Budget. This must be approved and effective by July 20, 2017. The President of Council will need to set a Public Hearing

TABLE OF CONTENTS

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OTAL REVENUE

DESCRIPTION	For 2009 Actual	For 2010 Actual	For 2011 Actual	For 2012 Actual	For 2013 Actual	For 2014 Actual	For 2015 Actual	For 2016 Actual	For 2017 Estimate	For 2018 Estimate
REVENUES										
Local Taxes										
General Property Tax --- Real Estate	277,074	281,616	284,039	248,410	245,164	247,726	241,271	242,331	255,000	255,000
Tangible Personal Property Tax	12,582	12,514	1,813	77	124	12	0	0	0	0
Municipal Income Tax	7,998,393	7,824,045	9,269,311	10,175,369	10,075,605	10,645,209	12,437,681	11,928,194	12,100,000	14,650,000
Other Local Taxes	361,200	421,118	467,430	524,950	541,963	538,770	585,574	653,667	560,450	560,450
Total Local Taxes	8,649,248	8,539,293	10,022,593	10,948,806	10,862,856	11,431,717	13,264,526	12,824,192	12,915,450	15,465,450
Intergovernmental Revenues										
State Shared Taxes and Permits										
Local Government	1,222,155	1,226,621	1,225,654	858,169	652,308	635,743	693,340	680,014	675,000	675,000
Local Government (State Share)	129,879	131,616	126,608	88,051	71,761	70,892	55,707	26,170	70,000	35,000
Estate Tax	548,908	318,601	262,042	471,401	263,113	65,767	8	681	0	0
Cigarette Tax	700	1,427	1,357	1,227	1,259	1,208	1,280	1,160	1,200	1,200
License Tax		0								
Liquor and Beer Permits	41,057	47,031	45,761	48,723	46,545	45,705	46,874	44,087	46,000	46,000
Gasoline Tax		0								
Library and Local Government Support Fund		0								
Property Tax Allocation - Homestead & Rollbac	36,394	37,841	36,830	41,707	40,207	24,530	34,394	34,391	35,000	35,000
Other State Shared Taxes and Permits	2,708	2,429	973	0	0	0	0	0	0	0
Total State Shared Taxes and Permits	1,981,801	1,765,566	1,699,225	1,509,278	1,075,193	843,845	831,603	786,503	827,200	792,200
Federal Grants or Aid	0	0								
State Grants or Aid	63,729	34,234	219,574	12,722	12,895	158,492	30,041	31,329	35,000	35,000
Other Grants or Aid										
Total Intergovernmental Revenues	2,045,530	1,799,800	1,918,799	1,522,000	1,088,088	1,002,337	861,644	817,832	862,200	827,200
Special Assessments	0									
Charges For Services	150,908	166,021	51,846	76,983	96,561	82,980	94,544	76,389	95,200	95,200
Fines, Licenses, and Permits	737,140	781,430	839,528	675,836	826,234	799,162	691,993	646,972	775,000	700,000
Miscellaneous - Interest	471,116	200,101	213,951	154,745	130,015	144,758	175,494	143,680	160,000	145,000
Other Financing Sources:										
Proceeds from Sale of Debt										
Transfers					0					
Advances										
Other sources	329,528	413,298	481,703	629,950	630,497	897,066	1,060,463	881,207	580,700	700,000
TOTAL REVENUE	12,383,471	11,899,943	13,528,420	14,008,320	13,634,251	14,358,020	16,148,664	15,390,272	15,388,550	17,932,850

DESCRIPTION	For 2009 Actual	For 2010 Actual	For 2011 Actual	For 2012 Actual	For 2013 Actual	For 2014 Actual	For 2015 Actual	For 2016 Actual	For 2017 Estimate	For 2018 Estimate
EXPENDITURES										
Security of Persons and Property										
Personal Services	6,587,083	6,606,959	6,947,566	7,344,083	7,460,963	7,848,127	8,063,715	8,450,618	8,704,137	8,965,26
Travel Transportation	0									
Contractual Services	477,514	380,736	375,532	435,590	403,013	424,307	452,790	449,467	453,962	458,501
Supplies and Materials	210,922	227,646	271,301	249,118	261,163	242,060	204,791	204,693	206,740	208,807
Capital Outlay	77,850	18,190	112,744	140,205	59,286	190,815	154,327	185,001	60,000	60,000
Total Security of Persons and Property	7,353,369	7,233,531	7,707,143	8,168,996	8,184,425	8,705,309	8,875,623	9,289,779	9,424,838	9,692,569
Public Health Services										
Personal Services	0									
Travel Transportation	0									
Contractual Services	202,756	202,756	205,060	205,667	212,964	219,428	257,940	271,288	300,000	300,000
Supplies and Materials	0									
Capital Outlay	0									
Total Public Health Services	202,756	202,756	205,060	205,667	212,964	219,428	257,940	271,288	300,000	300,000
Leisure Time Activities										
Personal Services	667,455	645,102	671,937	659,661	657,472	741,676	738,369	823,832	865,024	908,275
Travel Transportation	0	0	0	0	0	0	0	0	0	0
Contractual Services	195,673	237,062	225,284	198,134	169,922	194,917	348,041	223,652	225,889	228,147
Supplies and Materials	78,626	92,482	82,756	81,298	100,377	148,567	132,848	169,486	171,181	172,893
Capital Outlay	6,928	21,089	1,162	20,169	24,629	19,994	58,928	263,254	0	0
Total Leisure Time Activities	948,682	995,735	981,139	959,262	952,400	1,105,154	1,278,186	1,480,224	1,262,093	1,309,315
Community Environment										
Personal Services	1,110,083	990,155	677,238	731,011	787,536	759,307	772,115	812,729	853,365	896,034
Travel Transportion	0	0			0		0	0	0	0
Contractual Services	304,951	350,524	403,707	475,324	455,435	470,043	468,472	535,223	540,575	545,981
Supplies and Materials	25,133	25,273	16,735	17,267	16,292	15,956	15,155	15,058	15,209	15,361
Capital Outlay	220	9,332	9,129	191	0	9,950	0	22,382	22,382	22,382
Total Community Environment	1,440,387	1,375,284	1,106,809	1,223,793	1,259,263	1,255,256	1,255,742	1,385,392	1,431,531	1,479,757
Basic Utility Service										
Personal Services										
Travel Transportation										
Contractual Services										
Supplies and Materrials										
Capital Outlay										
Total Basic Utility Services										

DESCRIPTION	For 2009 Actual	For 2010 Actual	For 2011 Actual	For 2012 Actual	For 2013 Actual	For 2014 Actual	For 2015 Actual	For 2016 Actual	For 2017 Estimate	For 2018 Estimate
EXPENDITURES (Continued)										
Transportation										
Personal Services										
Travel Transportation										
Contractual Services										
Supplies and Materials										
Capital Outlay										
Total Transportation										
General Government										
Personal Services	2,175,524	2,019,962	2,032,618	1,878,630	1,751,248	1,944,286	2,155,011	2,259,542	2,372,519	2,491,145
Travel Transportation	0	0	0	0	0	0	0	0	0	0
Contractual Services	750,872	705,168	921,531	788,706	827,062	964,400	769,461	962,809	972,437	982,161
Supplies and Materials	111,082	109,788	99,178	89,540	93,550	99,389	98,906	92,316	93,239	94,172
Capital Outlay	17,504	16,734	32,538	24,916	71,565	9,805	40,866	78,359	0	0
Total General Government	3,054,983	2,851,652	3,085,865	2,781,792	2,743,425	3,017,880	3,064,244	3,393,026	3,438,195	3,567,478
Debt Service										
Redemption of Principal										
Interest										
Other Debt Service										
Total Debt Service										
Other Uses of Funds										
Transfers	502,000	1,000,000		150,000	250,000		10,000			
Advances	0									
Contingencies	0									
Other Uses of Funds	0									
Total Other Uses of Funds	502,000	1,000,000	0	150,000	250,000	0	10,000	0	0	0
TOTAL EXPENDITURES	**13,502,177**	**13,658,958**	**13,086,016**	**13,489,510**	**13,602,477**	**14,303,027**	**14,741,735**	**15,819,709**	**15,856,658**	**16,349,120**
Revenues Over (Under) Expenditures	(1,118,706)	(1,759,015)	442,404	518,810	31,774	54,993	1,406,929	(429,437)	(468,108)	1,583,730
Beginning Cash Fund Balance	5,654,638	4,535,932	2,776,917	3,219,321	3,738,132	3,769,906	3,824,899	5,231,828	4,802,391	4,334,283
Ending Cash Fund Balance	4,535,932	2,776,917	3,219,321	3,738,132	3,769,906	3,824,899	5,231,828	4,802,391	4,334,283	5,918,013
Estimated Encumbrances (outstanding at year end)	295,864	333,296	325,827	329,824	425,682	269,171	403,065	518,275	325,000	400,000
Estimated Ending Unencumbered Fund Balance	**4,240,068**	**2,443,621**	**2,893,494**	**3,408,308**	**3,344,224**	**3,555,728**	**4,828,763**	**4,284,116**	**4,009,283**	**5,518,013**

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DESCRIPTION	For 2009 Actual	For 2010 Actual	For 2011 Actual	For 2012 Actual	For 2013 Actual	For 2014 Actual	For 2015 Actual	For 2016 Actual	For 2017 Estimate	For 2018 Estimate
REVENUE										
Real Estate & Public Utility Taxes	191,000	193,616	195,181	169,997	166,829	170,706	165,775	165,894	170,000	165,00
Tangible Personal Property Tax	9,399	9,371	7,227	4,623	2,377	2,292	1,142	0	2,500	0
Trailer Tax	338	196	309	332	343	301	313	365	400	400
Real Property Tax - Homestead	25,149	25,208	25,164	14,415	17,911	34,517	22,079	22,037	20,000	20,000
TOTAL REVENUE	**225,886**	**228,391**	**227,881**	**189,367**	**187,460**	**207,816**	**189,309**	**188,296**	**192,900**	**185,400**
EXPENDITURES										
Police Pension Expenses	302,895	277,876	233,232	192,705	192,743	192,970	162,740	162,761	163,000	163,000
TOTAL EXPENDITURES	**302,895**	**277,876**	**233,232**	**192,705**	**192,743**	**192,970**	**162,740**	**162,761**	**163,000**	**163,000**
Revenues Over (Under) Expenditures	(77,009)	(49,485)	(5,351)	(3,338)	(5,283)	14,846	26,569	25,535	29,900	22,400
Beginning Cash Fund Balance	160,740	83,731	34,246	28,895	25,557	20,274	35,120	61,689	87,224	117,124
Ending Cash Fund Balance	83,731	34,246	28,895	25,557	20,274	35,120	61,689	87,224	117,124	139,524
Estimated Encumbrances (outstanding at end of year)	0	0	0	0	0	0	0	0	0	0
Estimated Ending Unencumbered Fund Balance	**83,731**	**34,246**	**28,895**	**25,557**	**20,274**	**35,120**	**61,689**	**87,224**	**117,124**	**139,524**

DESCRIPTION	For 2009 Actual	For 2010 Actual	For 2011 Actual	For 2012 Actual	For 2013 Actual	For 2014 Actual	For 2015 Actual	For 2016 Actual	For 2017 Estimate	For 2018 Estimat
REVENUE										
Real Estate & Public Utility Tax	0									
Tangible Personal Property Tax	0									
Trailer Tax	0									
Real Property Tax - Rollback	0									
Sale of Bonds	0							35,942		
Sale of Notes										
Operating Transfers	300,000	300,000	150,000	150,000	250,000		0	0	100,000	100,000
Operating Transfers - Income Tax	1,333,066	1,304,007	1,544,885	1,695,895	1,679,268	1,774,201	2,072,947	1,988,032	1,800,000	1,980,000
Interest Earned										
Miscellaneous Reimbursements			176,955	82724		154200				
TOTAL REVENUE	**1,633,066**	**1,604,007**	**1,871,840**	**1,928,619**	**1,929,268**	**1,928,401**	**2,072,947**	**2,023,974**	**1,900,000**	**2,080,000**
EXPENDITURES										
Registrar/Agent Fees	0			77,800	1,000					
Expense of Issue	0							34320		
G.O. Note - Principal										
G.O. Bond Principal	814,828	1,189,662	1,280,663	1,241,626	1,415,520	1,396,084	1,174,296	986,433	1,328,225	1,482,500
G.O. Note - Interest										
G.O. Bond - Interest	664,052	648,661	621,129	587,780	393,842	360,416	324,594	184,872	194,706	163,200
Payment to Refunded Bond Escrow Agent	0				20,000			311100		
TOTAL EXPENDITURES	**1,478,880**	**1,838,323**	**1,901,792**	**1,907,206**	**1,830,362**	**1,756,500**	**1,498,890**	**1,516,725**	**1,522,931**	**1,645,700**
Revenues Over (Under) Expenditures	154,186	(234,316)	(29,952)	21,413	98,906	171,901	574,057	507,249	377,069	434,300
Beginning Cash Fund Balance	216,264	370,450	136,134	106,182	127,595	226,501	398,402	972,459	1,479,708	1,856,777
Ending Cash Fund Balance	**370,450**	**136,134**	**106,182**	**127,595**	**226,501**	**398,402**	**972,459**	**1,479,708**	**1,856,777**	**2,291,077**
Estimated Encumbrances (outstanding at end of year)	148,148	0	0	0	0	0	0	0	0	0
Estimated Ending Unencumbered Fund Balance	**222,302**	**136,134**	**106,182**	**127,595**	**226,501**	**398,402**	**972,459**	**1,479,708**	**1,856,777**	**2,291,077**

FUND All Funds Not Listed on Exhibits I or II	Estimated Unencumbered Fund Balance 01/01/18	2018 Estimated Receipt	Available For Expenditure	2018 Expenditures & Encumbrances			Estimated Unencumbered Fund Balance 12/31/18
				Personal Services	Other	Total	
GOVERNMENTAL:							
SPECIAL SERVICE:							
Income Tax	395,291	600,000	995,291	82,236	300,000	382,236	613,055
Permissive Tax	1,204,384	270,000	1,474,384	0	300,000	300,000	1,174,384
Sewer Capacity	207,720	35,000	242,720	0	35,000	35,000	207,720
Street	2,778,963	1,365,000	4,143,963	560,000	600,000	1,160,000	2,983,963
State Highway	201,497	110,000	311,497		95,000	95,000	216,497
Cops in Schools Grant	0	0	0	0	0	0	0
Cops More	0	0	0	0	0	0	0
G.R.E.A.T. Grant Fund	0	0	0	0	0	0	0
Law Enforcement	265,491	30,000	295,491		35,000	35,000	260,491
Drug Enforcement	49,290	1,000	50,290		1,000	1,000	49,290
Safety Belt Program	4,376	0	4,376		0	0	4,376
DUI Education	7,401	2,500	9,901		2,500	2,500	7,401
Federal Forfeiture	93,230	30,000	123,230		25,000	25,000	98,230
Computerization Needs (court)	150,927	30,000	180,927		15,000	15,000	165,927
Law enforcement Asst Fund	16,770	1,000	17,770		1,000	1,000	16,770
TOTAL SPECIAL REVENUE FUNDS	5,375,340	2,474,500	7,849,840	642,236	1,409,500	2,051,736	5,798,104
DEBT SERVICE FUNDS							
Special Assessment	0	0	0	0	0	0	0
Taylor sq. TIEF debt retirement	400,000	570,000	970,000	0	570,000	570,000	400,000
TOTAL DEBT SERVICE FUNDS	400,000	570,000	970,000	0	570,000	570,000	400,000
CAPITAL PROJECT FUNDS							
Capital Improvements	3,401,646	5,550,000	8,951,646	0	5,000,000	5,000,000	3,951,646
Sidewalk Construction	825,815	40,000	865,815	0	1,000	1,000	864,815
Brice-Main Corridor	0	0	0	0	0	0	0
TOTAL CAPITAL PROJECTS	4,227,461	5,590,000	9,817,461	0	5,001,000	5,001,000	4,816,461

FUND All Funds Not Reported on Exhibits I or II	Estimated Unencumbered Fund Balance 01/01/18	Estimated Receipts 2018	Total Available For Expenditures	2018 Encumbrances and Expenditures Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/18
PROPRIETARY:							
ENTERPRISE FUNDS							
Water	1,224,974	7,000,000	8,224,974	425,000	6,250,000	6,675,000	1,549,974
Sewer	1,411,446	6,100,000	7,511,446	425,000	5,100,000	5,525,000	1,986,446
Utility Deposits	97,138	10,000	107,138	0	10,000	10,000	97,138
Storm Water	1,411,000	1,350,000	2,761,000	275,000	825,000	1,100,000	1,661,000
Solid Waste	807,000	2,000,000	2,807,000		2,000,000	2,000,000	807,000
TOTAL ENTERPRISE FUNDS	4,951,558	16,460,000	21,411,558	1,125,000	14,185,000	15,310,000	6,101,558
FIDUCIARY:							
TRUST AND AGENCY FUNDS							
Arts Commission	0	0	0	0	0	0	0
Delinquency Prevention	16,555	0	16,555	0	0	0	16,555
Beautification Commission	0	0	0	0	0	0	0
French Creek Footbridge	3,473	0	3,473	0	0	0	3,473
Supervision and Inspection	100,000	65,000	165,000	0	65,000	65,000	100,000
Plot Grade and Utility	60,000	75,000	135,000	0	60,000	60,000	75,000
Unclaimed Funds	55,000	5,000	60,000	0	15,000	15,000	45,000
Employee Fund	1,200	500	1,700	0	500	500	1,200
School Ski Club	200	0	200	0	0	0	200
Miscellaneous Trust	25,000	350,000	375,000	0	300,000	300,000	75,000
Board of Building Standards	9,000	7,500	16,500	0	7,500	7,500	9,000
Visitors Bureau	0	75,000	75,000	0	75,000	75,000	0
Sewer Capacity Charge - Columbus	26,000	25,000	51,000	0	25,000	25,000	26,000
Engineering Fees/Plan Reviews	100,000	35,000	135,000	0	35,000	35,000	100,000
Taylor Square School TIEF	200,000	2,000,000	2,200,000	0	1,800,000	1,800,000	400,000
Brice - Main TIF	15,000	285,000	300,000	0	275,000	275,000	25,000
Kroger Tif	275,000	50,000	325,000	0	1,000	1,000	324,000
Summit Rd Tif #1	5,100	0	5,100	0	0	0	5,100
Taylor Rd Tif #1	150,000	18,000	168,000	0	300	300	167,700
Taylor Rd Tif #2	14,000	800	14,800	0	50	50	14,750
TOTAL TRUST AND AGENCY FUNDS	1,055,528	2,991,800	4,047,328	0	2,659,350	2,659,350	1,387,978
TOTAL FOR MEMORANDUM ONLY	6,007,086	19,451,800	25,458,886	1,125,000	16,844,350	17,969,350	7,489,536

STATEMENT OF PERMANENT IMPROVEMENTS

(Excludes Expenses to be Paid from Bond Issues)

DESCRIPTION	Estimated Cost of Permanent Improvement Equipment	Amount Budgeted 2016	Amount Budgeted 2016	Source Fund
TOTAL	**0**	**0**	**0**	

STATEMENT OF AMOUNTS REQUIRED FOR PAYMENT OF FINAL JUDGEMENTS

(Section 5705.29, Revised Code)

DESCRIPTION OF JUDGEMENT	AMOUNT OF JUDGEMENT	SOURCE FUND
N/A	N/A	N/A
TOTAL	N/A	

PURPOSE OF BONDS AND NOTES	Authority for Levy Outside 10 Mill Limit	Date of Issue	Date Due	Ordinance/ Resolution	Serial or Term	Rate of Interest	Amounts of Bonds & Notes Outstanding as of 1/1/2018	Amount Required for Principal and Interest 2018	Source Fund to Pay Debt Payments
INSIDE 10 MILL LIMIT									
Lancaster Rd Phase 4		7/1/99	2019	Ord 96-96	S	0	17,808	17,808	Debt Retirement
Taylor Square TIEF		4/26/16	2023	Ord 85-15	S	2.163	3,175,000	568,675	TIEF Fund
Cobblestone/Windsor San. Sewer		05/2001	2021	Ord 124-99	S	3	211,729	64,178	Sewer Fund
Public Safety Building		4/26/16	2025	Ord 85-15	S	2.163	3,045,000	420,863	Debt Retirement
Old Reyn North Waterline		7/1/03	2023	Ord 141-99	S	3.0	139,309	25,544	Water Fund
SR 256 Waterline		12/1/03	2023	Ord 103-00	S	3.0	336,561	61,712	Water Fund
Commercial Corridor Rehabilitation		7/1/04	2019	Ord 16-03	S	0	175,000	116,667	Debt Retirement
Commercial Corridor Phase II		6/28/05	2022	Ord 53-05	S	0	618,750	123,750	Debt Retirement
Huber Water Line Replacement		2012	2021	Ord 11-12	S	2.49	424,800	112,878	Water Fund
Commercial Corrider Refunding		2012	2023	Ord 80-12	S	1.7	990,000	191,450	Debt Retirement
Commercial Corrider Refunding		2012	2023	Ord 81-12	S	1.7	485,000	98,625	TIF Fund
Commercial Corrider II Partial Refunding		2012	2025	Ord 81-12	S	1.7	4,735,000	714,595	Debt Retirement
2012 Sewer Rehab and Manhole Project		2012	2022	Ord 39-12	S	2.49	185,700	39,924	Sewer Fund
2017 Stormwater Project		2017	2026	Ord 15-17	S	2.26	995,000	222,487	Stormwater Fund
2017 Main St Waterline Replacement		2017	2026	Ord 16-17	S	2.26	1,355,000	165,623	Water Fund
TOTAL							**16,889,657**	**2,944,779**	
OUTSIDE 10 MILL LIMIT:									
TOTAL							**0.00**	**0.00**	

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

ORDINANCE REQUEST

DATE: **June 12, 2017**

TO: **Finance Committee**

RE: Ordinance Authorizing the Mayor to Enter into Contract with EMH&T for the Engineering, Plans, Advertising, and to Prepare Bid Documents for the Pine Quarry Bridge Replacement not to exceed $40,000 for services.

Authorize Mayor to enter into contract with EMH&T , 5500 New Albany Rd., Columbus, OH 43054, for engineering, plans, prepare bid document, supply bid documents for distribution, advertise for bids, and preparation of bid tabs for Pine Quarry Bridge Replacement.

Request appropriation of $39,985.00 from the unappropriated CIP Fund 410 to account number 410.000.0143.5659, Pine Quarry Park Improvements.

EMH&T
Engineers, Surveyors, Planners, Scientists

June 6, 2017

Ms. Donna Bauman
Director of Parks and Recreation
City of Reynoldsburg
7232 East Main St
Reynoldsburg, OH 43068

Re: Pine Quarry Park Bridge Replacements
Proposal for Professional Services

Dear Ms. Bauman:

EMH&T is pleased to present a proposal for construction plan preparation, permitting assistance, and bidding services for replacement of two pedestrian bridges in Pine Quarry Park. Our understanding of the project is as follows:

- Replacement of two existing pedestrian bridges that were originally installed in August of 1980.
- Addition of rock channel protection along the bridge abutments to protect against erosion and scour of the bridge foundations.
- Replacement/restoration of aggregate trail along the approaches to each bridge structure.
- Parking lot improvements to include pavement resurfacing and retaining wall replacement.
- The City has submitted this project for Ohio Department of Natural Resources Recreational Trails and Clean Ohio Trails funding with a total estimated project cost of $314,000.

SCOPE OF SERVICES

EMH&T will provide engineering and surveying services necessary to prepare construction plans and specifications for the storm sewer improvements. The scope of services will include:

1. Environmental Permitting
    a. Prepare U.S. Army Corps of Engineer's Nationwide Permit Application (404 Permit)
        i. Conduct a field investigation to determine the location and extent of Waters of the United States, including streams/wetlands in Pine Quarry Park in the area of the two (2) walking trail stream crossings. Identify any potential jurisdictional areas with flagging tape or other such marker.
        ii. Assess all the quality and physical characteristics of potential streams and wetland features using the Ohio Rapid Assessment Method (ORAM) for Wetlands and the Headwater Habitat Evaluation Index (HHEI) and/or the Qualitative Habitat Evaluation Index (QHEI) for the streams in the area.
        iii. Complete a field assessment of the biological condition of the stream via biological sampling of fish, i.e., seine-net sampling, and macroinvertebrates, i.e. using the Headwater Macroinvertebrate Field Evaluation Index (HMFEI) in the area of the stream crossings.

   iv. Survey wetland and stream boundaries using a professional survey grade GPS unit and provide a detailed map showing the location of all identified waters found in the immediate area of the walking trail stream crossings.
   v. Prepare a summary memo of the findings for the walking trail stream crossings. This summary memo will be used by the U.S. Army Corps of Engineers (USACE) to identify jurisdictional waters and wetlands as part of the crossing documentation. Delineation memo submittal to the USACE will be completed as part of the Nationwide Permit #42 Application submittal.
   vi. EMH&T will stake the Ordinary High Watermark (OHWM).
   vii. Coordinate with the Ohio Department of Natural Resources (ODNR) to request a National Heritage Database Search.
   viii. Review the United States Fish and Wildlife Service (USFWS) published list of endangered and threatened species for Ohio to determine what species are listed in the area of Pine Quarry Park and evaluate the two (2) stream crossings suitability for these species critical habitat (required by application process). Through consultation with the USACE and the USFWS it will be determined whether any listed species or potential habitat for such species are present and whether the project has an adverse effect on any such species.
   ix. Compile all necessary information for and prepare a permit application in compliance with the requirements for a Section 404 Nationwide Permit #42 from the USACE. Report submittal to the USACE.
   x. Represent the City of Reynoldsburg during the permit review process to the USACE.

b. Since this corridor is located in the Blacklick Creek Watershed, an individual 401 Water Quality Certification will be required. EMH&T will prepare a, Ohio EPA Director's Authorization Request Form.
   i. Provide a detailed description of the 401 Water Quality Certification conditions not being met by this application and a rationale of how the project will minimally impact water quality, including reasons why the resources are unable to be avoided.
   ii. Provide comments received from the ODNR and USFWS regarding threatened and endangered species on the site.
   iii. Provide stream and wetland information including Qualitative Habitat Evaluation Index (QHEI) or Headwater Habitat Evaluation Index (HHEI) forms, biological assessment data, the 10-page ORAM forms and high-resolution color photographs for all streams and wetlands proposed for impact. This information will be collected as part of the stream delineation task.

2. <u>Structural Engineering Support</u>
   a. Coordinate with prefabricated bridge supplier to select a replacement bridge product for each of the two stream crossings. Provide the City with options with respect to aesthetics and finishes.
   b. Review original bridge design if provided by Continental Bridge Company.
   c. Assess the existing bridge abutments to determine what modifications (if any) would be necessary to retrofit the abutments to accommodate the new bridge structure.
   d. Prepare structural details and specifications for inclusion in the construction plan set to include any modifications to the abutments and details for fastening the new bridges to the existing abutments.

3. <u>Construction Documents</u>
   a. Prepare construction plans to include the following elements:
      i. Due to the dense vegetation and steep elevation changes within Pine Quarry

Park, a site access and tree clearing plan must be developed to illustrate how the Contractor is to bring the prefabricated bridge to the site.

ii. Bridge plans will be prepared to show the selected prefabricated bridge along with any necessary modifications to the bridge abutments.
iii. Limits of rock channel protection will be shown on the bridge plans.
iv. Site restoration plans will be prepared showing trail rehabilitation that will be necessary at each bridge approach section of path.
v. Sedimentation and erosion control plans will be prepared.
vi. EMH&T will submit to the City of Reynoldsburg a Special Flood Hazard Area Construction Permit for this improvement.
vii. EMH&T will prepare and update an opinion of probable cost throughout the course of the design phase.
viii. EMH&T will prepare a preliminary and final plan submittal to the City of Reynoldsburg for review and comment prior to finalizing the plan set for bidding.

b. Parking lot improvement plans will be prepared and included in the bridge construction plan set. These plans will include:
    i. Pavement resurfacing plans
    ii. Retaining wall replacement plans and details

4. Bidding
    a. EMH&T will prepare the bidding documents and plan sets necessary to conduct public bidding for the construction of the improvement. It is assumed that we will provide 10 copies of the bid documents to the City. Tasks to be completed in conjunction with the bidding phase will include:
        i. Bid document preparation
        ii. Advertisement preparation
        iii. Issuance of addenda, if necessary
        iv. Bid tabulation
        v. Review of bids and formal recommendation of award

SCOPE ASSUMPTIONS

1. The Scope of Services does not include contract administration, inspection services, or any efforts subsequent to the awarding of the Contract. A proposal for construction administration and on-site representation services will be provided to the City when plans are completed and the project is ready for bidding.
2. No topographic survey will be obtained for this project. Plans will be prepared using available County Auditor's topography and GIS information.
3. Subsurface investigations and parking lot pavement coring is assumed to be unnecessary for this improvement.

ENVIRONMENTAL PERMITTING FEES

Please be advised that there will be permitting fees for the Ohio EPA 401 Water Quality Certification. Additionally, the 401 permit will likely require the City to purchase water quality credits and the amount of those will be unknown until the permit application is prepared and the number of credits is negotiated with the Ohio EPA. Therefore, it is not possible for us to include environmental permitting costs in this scope and fee. Based on previous similar projects, we estimate that the permit fees will be approximately $2,000 for the applications and approximately $9,000 for stream mitigation, for an approximate total of $11,000 for this project. Please include this in the City's project budget. Once the fees are determined through the permitting process, we will request that the City provide checks made out to the permitting agencies, which will be submitted with the final application materials.

SCHEDULE

We are prepared to begin work identified in this proposal immediately upon receipt of Notice to Proceed. Once the City authorizes work to begin, we will prepare a detailed schedule of work.

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 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.

Should this scope increase to incorporate additional improvements, additional fees may be necessary to cover the cost of professional services.

EMH&T SERVICES FEE SUMMARY

Description of Service/Task	Fee
1 – Environmental Permitting Assistance	$9,830.00
2 – Structural Engineering Support	$6,694.00
3 – Construction Documents	$19,646.00
4 – Bidding	$3,815.00
TOTAL FEE	**$39,985.00**

Invoices will be submitted monthly and EMH&T services will be billed according to our contracted rate schedule.

If this description and estimated fee meet your approval, please authorize with your signature below. Please contact me at (614) 775-4555 if you have any questions.

Respectfully submitted,

EVANS, MECHWART, HAMBLETON & TILTON, INC.

Ryan Andrews

Ryan M. Andrews, PE

Acceptance and Authorization to Proceed:

Authorized Signature/Date

PO Number/Date

Print Name

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

ORDINANCE REQUEST

DATE: **June 12, 2017**

TO: **Finance Committee**

RE: **Ordinance Authorizing the City Auditor to Remove Equipment from the City's Fixed Asset List. - Parks & Recreation Department. (First Reading 5/22/2017).**

The Parks & Recreation Department would like authorization from City Council to remove the following items from the Fixed Asset list. These items are no longer operational and/or needed by the department.

1057	1994 Chevy Pick-Up
699	Ryan 18" Sod Cutter
1526	Turfco Edger
1025	Giant vac push blower
2041	Lawnboy 21" mower
1170	Tilt deck trailer
1669	Gas powered air compressor and tank

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

ORDINANCE REQUEST

DATE: **June 12, 2017**

TO: **Safety Committee**

RE: ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: Amending Chapter 1305 Permits and Fees. (Second Reading 5/22/2017).

This is a revised fee schedule for the Building Department. It is to repeal/replace Chapter 1305 of the Reynoldsburg Code.

CHAPTER 1305
Permits and Fees

1305.01 PLAN REVIEW FEES

1. *Residential Plan Review Fees performed in-house*

New Single Family Dwelling - $75.00 (for initial review and 1 re-submittal)

New Two and Three Family Dwellings - $50.00 per unit (for initial review and 1 re-submittal)

Alterations, Additions, and Accessory Structures - $40.00 (for initial review and 1 re-submittal)

Plan Revision - $25.00

******A non-refundable residential application deposit in the amount of $50.00 is required at the time of the application submittal. The deposit will be applied toward the plan examination and permit fees at the time of issuance.

2. *Residential Plan Review Fees performed by a contracted plan reviewer*

One, Two and Three Family Dwellings – will be the plan review fee charged to the City of Reynoldsburg by the contracted plan reviewer, plus a $20.00 processing fee.

Alterations, Additions, and Accessory Structures - will be the plan review fee charged to the City of Reynoldsburg by the contracted plan reviewer, plus a $20.00 processing fee.

******A non-refundable residential application deposit in the amount of $50.00 is required at the time of the application submittal. The deposit will be applied toward the plan examination and permit fees at the time of issuance.

3. *Commercial Plan Review Fees performed by a contracted plan reviewer*

All Buildings, Accessory Structures and Residential Structures above three (3) family covered by the Ohio Building Code – will be the plan review fee charged to the City of Reynoldsburg by the contracted plan reviewer, plus a $75.00 processing fee.

******A non-refundable application deposit is required in the amount of $200.00 at the time of the application submittal. The deposit will be applied toward plan examination and permit fees at the time of issuance.

Note: The fees listed above do not include the State of Ohio 1% fee for residential or the State of Ohio 3% fee for commercial.

1305.02 RESIDENTIAL FEE SCHEDULE

All permits for work regulated by the Residential Code of Ohio.

Permits for new buildings, additions/alterations to existing buildings shall be issued to include only the work shown on the approved plans or specifications.

Residential Building Permit Fees

New Structures (One, Two & Three Family Dwellings) - $300.00 plus $8.00 per 100 square feet of living square footage per residence

Additions, Garages and Accessory structures - $75.00 plus $8.00 per 100 square feet

Alterations, Renovations, Screened/Enclosed porches, Basement finishes – $75.00 plus $7.00 per 100 square foot

Decks -- $75.00

Minor Building Work* -- $50.00

Demolition Permits -- $100.00

Residential Electrical Permit Fees

New Electrical (One, Two & Three Family Dwellings, Room Additions, Garages and Accessory structures) - $50.00 plus $4.00 per 100 square foot

Alterations, Renovations, Screened/Enclosed porches, Basement finishes – $50.00 plus $3.00 per 100 square foot

Electrical Service upgrade, Temporary Electric, Generators - $50.00

Minor Electrical Work* - $50.00

Residential HVAC Permit Fees

New HVAC (One, Two & Three Family Dwellings, Room Additions, Garages and Accessory structures) - $50.00 plus $4.00 per 100 square foot

Alterations, Renovations, Screened/Enclosed porches, Basement finishes – $50.00 plus $3.00 per 100 square foot

Replacement of Furnace, A/C, Heat pump, Air Handler, Ventilation or Water Heater - $50.00 per unit

Gas Piping - $50.00

Fireplace - $50.00

Minor HVAC Work* - $50.00

Residential Plumbing Permit Fees

** Permit fees are determined by Franklin County Public Health. All permitting is completed by the City of Reynoldsburg

Residential Swimming Pool Permit Fees

Above Ground pool - $50.00

In-Ground pool - $100.00

Miscellaneous Residential Fees

Certificate of Occupancy - $75.00

Temporary Certificate of Occupancy - $125.00

Building Inspection Card Replacement - $50.00

Inspection fee (to secure a building structure or site) - $75.00

Re-inspection fee - $50.00

Special Inspections (inspections required/requested other than during regular business hours) - $100.00 per hour

Extension of a permit (which has expired for 180 days or less) – fee is one-half the amount required for a new permit

Work started without a permit – Twice the regular permit fees.

Industrialized units, Pre-fabricated assemblies, relocated building(s) - $150.00 per unit/building
Temporary/Construction Office Trailer - $75.00 per trailer

Antenna Tower/Satellite Dish Over 8 feet in height - $50.00

Note: The fees listed here do not include the State of Ohio 1% fees.

*****Consultation with the Building Division is required to determine Minor Work.

1305.03 COMMERCIAL FEE SCHEDULE

All permits issued for work regulated by The Ohio Building Code.

Permits for new buildings, additions/alterations to existing buildings shall be issued to include only the work shown on the approved plans or specifications.

Commercial Building Permit Fees

New Shell Buildings – $200.00 plus $4.00 per 100 square foot

New Structures with finished interiors and Additions -$200.00 plus $7.00 per 100 square feet

Alterations, Renovations, and Tenant Finishes– $200.00 plus $4.00 per 100 square foot

Decks - $100.00

Demolition Permit -- $200.00

Tents (regulated by the Ohio Building Code) - $50.00 for the first tent, $25.00 for each additional tent

Commercial Electrical Permit Fees

New Electrical Shell Buildings - $100.00 plus $3.00 per square foot

New Electrical with finished interiors/Additions - $100.00 plus $5.00 per 100 square foot

Electrical Alterations, Renovations, and Tenant Finishes – $100.00 plus $3.00 per 100 square foot

Low voltage permit - $75.00 plus $2.00 per 100 square foot

Electrical Service upgrade, Temporary Electric, Generators - $75.00

Electric Pole-Base Lighting - $100.00 plus $25.00 per pole

Minor Electrical Work* - $75.00

Commercial HVAC Permit Fees

New HVAC Shell Buildings - $100.00 plus $3.00 per square foot

New HVAC with finished interiors/Additions - $100.00 plus $5.00 per 100 square foot

HVAC Alterations, Renovations, and Tenant Finishes – $100.00 plus $3.00 per 100 square foot

Replacement of Furnace, A/C, Heat pump, Air Handler, Ventilation, Cooling Systems, Boilers or Water Heater - $75.00 per unit

Kitchen Exhaust Hood, Refrigeration or Walk-in Coolers - $75.00

Gas Piping - $75.00

Fireplace - $75.00

Minor HVAC Work* - $75.00

Fire Suppression Permit Fees

New Fire Suppression Shell Buildings - $100.00 plus $2.00 per square foot

New Fire Suppression with finished interiors/Additions - $100.00 plus $3.00 per 100 square foot

Fire Suppression Alterations, Renovations, and Tenant Finishes – $100.00 plus $2.00 per 100 square foot

Kitchen Hood Suppression System - $100.00

Minor Fire Suppression Work - $75.00

Fire Alarm Permit Fees

New Fire Alarm Shell Buildings - $100.00 plus $2.00 per square foot

New Fire Alarm with finished interiors/Additions - $100.00 plus $3.00 per 100 square foot

Fire Alarm Alterations, Renovations, and Tenant Finishes – $100.00 plus $2.00 per 100 square foot

Minor Fire Suppression Work - $75.00

Commercial Plumbing Permit Fees

** Permit fees are determined by Franklin County Public Health. All permitting is completed by the City of Reynoldsburg

Commercial Sign Permit Fees

Wall Signs, Projected Signs, Awning/Canopy - $50.00 each

Ground Sign or Pole - $100.00 each

Commercial Swimming Pool Permit Fee

Pools - $150.00

Miscellaneous Commercial Fees

Certificate of Occupancy - $100.00

Temporary Certificate of Occupancy - $150.00

Building Inspection Card Replacement - $50.00

Inspection fee (to secure a building structure or site or for the purpose of checking for compliance with, or changing the Use Group as defined by the OBC of an existing building with no work proposed which would require a plan approval) - $75.00

Re-inspection fee - $75.00

Special Inspections (inspections required/requested other than during regular business hours) - $100.00 per hour minimum of three (3) hours

Extension of a permit (which has expired for 180 days or less) – fee is one-half the amount required for a new permit

Work started without a permit – Twice the regular permit fees

Industrialized units, Pre-fabricated assemblies, relocated building(s) - $150.00 per unit/building

Temporary/Construction Office Trailer - $75.00 per trailer

New Communication Tower - $1,500.00

Communication Tower modification - $500.00

Note: The fees listed here do not include the State of Ohio 3% fees.

*Consultation with the Building Division is required to determine Minor Work.

1305.04 PLUMBING PERMIT

1. Plumbing permits shall be required as follows:
    a. For all buildings, a separate plumbing permit shall be required for each certified address.
2. Plumbing permit fees will be the fee charged the City of Reynoldsburg by the contracted plumbing inspection provider.
3. Permits for private sewage disposal systems shall be obtained from Franklin County Public Health.

1305.05 PERMIT ADDRESSES

For all permits excluding plumbing, a separate permit shall be required for each certified address, unless otherwise directed by the Chief Building Official.

1305.06 CERTIFICATE OF OCCUPANCY

1. No new building, or structure shall be used or occupied and no change in the existing type of occupancy classification of a building or portion thereof shall be made until the Chief Building Official has issued a certificate of occupancy.
2. A separate certificate of occupancy shall be required for each certified address.

1305.07 DEMOLITION PERMIT

1. A demolition permit shall be required for any work in conjunction with the demolition of any portion of an existing building or structure.
2. No permit to remove or raze a building or accessory structure shall be granted until notice of the application therefore has been given to the owners of the lots adjoining the lot upon which the building or accessory structure is to be moved, and to the owners of wires or other impediments the removal of which will be necessary; not until a bond of not less than ten thousand dollars ($10,000.00) has been filed with the Service Director to indemnify the City for damages.

1305.08 RE-INSPECTIONS

1. In the event that work covered by any permit or inspection required by the Building Code is not installed or completed, or both, in accordance with the Building Code, thereby requires one or more re-inspections, the building inspector shall assess a fee for each re-inspection.

Attachment: Chapter 1305 - underlined version - revised 6.5.17 (1733 : Building Department Fee Schedule Changes)

2. The building inspector may waive the requirement for a re-inspection fee if it is determined that failure to complete or install the work according to the Building Code was caused by circumstance beyond the control of the contractor/owner.

1305.09 CONTRACTOR REGISTRATION

1. Contractor Registration shall be required by any contractor who may work in the city. All registrations expire on December 31st of the year issued. Contractors entering the city must apply prior to working their first job. Before the issuance of a contractor's registration, each registrant shall furnish proof of premises operations liability insurance with a minimum combined bodily injury and property damage limit of five hundred thousand ($500,000.00) listing the city as the certificate holder or equivalent. The city also requires a thirty day notice of cancellation. All contractors must comply with all applicable building codes and codified ordinances of the City of Reynoldsburg. The Service Director of the city may revoke a contractor's registration if the work for which the permit is granted does not comply with applicable building codes or the construction specification requirements enforced by the City of Reynoldsburg.

2. The fee for contractor registration is seventy-five dollars ($75.00) per trade.

3. A $10,000.00 bond will be required for any work approved by the Building Division occurring in the city right-of-way.

4. The following contractors must have a license from the State of Ohio, and proof of insurance in order to obtain a City of Reynoldsburg contractor's registration including but not limited to:

   a. Heating, ventilation, and air conditioning contractor
   b. Refrigeration contractor
   c. Hydronics contractor
   d. Electrical contractor
   e. Plumbing contractor
   f. Fire Protection contractor

5. The following contractors must provide proof of insurance in order to obtain a City of Reynoldsburg contractor's registration including but not limited to:

   a. General contractor
   b. Concrete contractor
   c. Home Improvement contractor
   d. Sign contractor
   e. Asphalt contractor
   f. Swimming pool contractor
   g. Low voltage contractor
   h. Excavation contractor
   i. Landscape contractor

Attachment: Chapter 1305 - underlined version - revised 6.5.17 (1733 : Building Department Fee Schedule Changes)

    j. Masonry contractor
    k. Framing contractor
    l. Siding contractor
    m. Roofing contractor
    n. Insulation contractor

6. General contractors shall list every subcontractor on each job. General contractors that intend to do work that would normally be done by a subcontractor shall obtain a registration for that trade in addition to the general license. Framing, masonry, drainage, siding, roofing, and insulation are considered normal functions of the general contractor. The general contractor may not perform subcontract functions unless he has a general contract for the entire building.

7. The fee for starting work without registering as a contractor shall be twice the regular registration fee.

1305.10 GRANTING AND REVOKING OF PERMITS

1. Permit Required. A permit shall be obtained before beginning construction, alteration or repairs, other than ordinary repairs (maintenance). Approval from all city departments shall be obtained before a permit will be granted.

2. Any person wanting to do any work which requires a permit shall pay the required fees to the City of Reynoldsburg, Building Division at the time the permit is issued. The applicant shall reimburse the city for expenses involved for any plan review or other contracted consultant services required to satisfy needs for the issuance of a permit. Permits shall not be issued until these expenses and or fees have been paid.

3. Any owner, contractor or authorized agent who desires to obtain a permit shall first make application to the Chief Building Official. Each application for a permit shall be filed with the Chief Building Official. The application shall be signed by the owner or his/her agent. The permit application shall contain a general description of the proposed work, site address, applicants address and any other information pertaining to the permit.

4. When a permit is issued, there shall be no refund after the fees have been deposited into the City of Reynoldsburg accounts.

5. A permit shall be revoked if after six (6) months the work for which the permit is granted has not continuously progressed toward completion.

6. Application for which no permit is issued within one hundred eighty (180) days of filing shall be deemed expired. Reapplication shall include resubmittal of plans and fees. One extension of time for a period of not more than ninety (90) days shall be permitted to be allowed by the Chief Building Official for the application, provided the extension is requested in writing and justifiable cause is demonstrated.

7. A person holding an unexpired permit shall be permitted to apply for a one-time one hundred eighty (180) day extension provided the person shows good and satisfactory reasons beyond control that the work cannot be commenced within the one hundred eighty (180) day period from the original permit issue date. No additional fee is required for this one-time extension.

8. A permit which has expired for one hundred eighty (180) days or less shall be permitted to be renewed provided no changes have been made in the original plans and specifications and provided no code changes have taken place. The renewal fee shall be one-half (1/2) the amount required for a new permit. Permits which have been expired for greater than one hundred eighty (180) days require a new application and payment of the full permit fee.

9. If a permit has been revoked for noncompliance, a new permit shall be obtained if the work is to be corrected and completed by another party.

10. The fee for work started without a permit shall be twice the regular permit fee.

1305.11 EXEMPTIONS

1. The building code shall be applicable to the buildings owned and occupied by the City, its departments and divisions; and the City shall comply with all building code requirements. The City shall be exempt from payment of fees relating to work performed solely by City employees upon City-owned buildings, structures or sites. Fees which may be exempt in such limited circumstances include those normally assessed for permits, certificates, inspections, and appeals. Work performed for the City by any other person, firm, or corporations shall comply fully with all building code requirements including payment of all applicable fees.

2. The provisions of subsection (1) hereof also apple to the counties of Fairfield, Franklin, and Licking, the State of Ohio, the United States of America, the Truro Township Trustees, the Metropolitan Park Board, and the Reynoldsburg Board of Education.

1305.12 STATE FEES

1. All construction permits issued for work regulated by The Ohio Building Code will be assessed a State Fee of 3%.

2. All construction permits issued for work regulated by the Residential Code of Ohio will be assessed a State Fee of 1%.

Service Department
Eric Snowden
7232 E. Main Street
Reynoldsburg OH 43068
614-322-6829 Phone

ORDINANCE REQUEST

DATE: **June 12, 2017**

TO: **Safety Committee**

RE: **Ordinance to Amend the Code of Ordinances of the City of Reynoldsburg, Ohio: Amending Section 741.05 Waiver of Chapter 741 Solicitors. (Second Reading 5/22/2017).**

See the attached document for details of proposed text amendment and staff memo.

CITY OF REYNOLDSBURG *Mayor Brad McCloud*

TO: Members of the City Council

FROM: Eric Snowden, Planning & Zoning Administrator

RE: Revisions to Chapter 741

DATE: April 25, 2017

Council Members:

In conjunction with a review of Codified Ordinances conducted by the Development and Public Service departments, it has come to my attention that there is an error in Section 741.05 that needs to be corrected. Chapter 741 prescribes regulations for solicitors wishing to operate with the City. Permits are processed and issued by the Department of Public Service and the regulations can also be enforced by the Division of Police.

Upon review of Section 741.05, I have observed that a sentence has been broken between subsections (a) and (b) of this section, creating two incomplete sentences. Upon review of the original ordinance that revised the section to the current revision, Ord. 43-07, passed by Council on 6-11-2007, I have determined that the format in which the ordinance was revised and sent for codification in 2007 caused this error. Since the codification was subsequently approved, the ordinance needs to be revised by action of Council. The attached text revision corrects the error, while making no other changes to regulations or procedures governing solicitors.

Please do not hesitate to contact me if you have any additional questions.

Respectfully,

Eric Snowden
Planning & Zoning Administrator

CC: Dan Havener,
Bill Sampson

741.05 WAIVER.

(a) The permit fee may be waived by the Service Director if the applicant is a charitable organization. As used in this section, “charitable organization” means an organization that has received from the internal revenue service a currently valid ruling or determination letter recognizing the tax-exempt status of the organization pursuant to Internal Revenue Code 501(c)(3).

~~(b) If the applicant is a charitable organization. As used in this section, “charitable organization” means an organization that has received from the internal revenue service a currently valid ruling or determination letter recognizing the tax-exempt status of the organization pursuant to Internal Revenue Code 501(c)(3).~~

(~~c~~b) If the application for a waiver is denied, the applicant may appeal the Service Director’s denial to Council. Reversal of the Service Director’s denial and granting a waiver requires a two-thirds vote of the entire Council.

Attachment: 20170425 Section 741.05 (1748 : Amendment to Zoning Code - Section 741.05)

Development Department
Eric Snowden
7232 E. Main Street
Reynoldsburg OHIO 43068
614-322-6829 Phone

ORDINANCE REQUEST

DATE: **June 12, 2017**

TO: **Service Committee**

RE: Ordinance to Amend the Code of Ordinances of the City of Reynoldsburg, Ohio: Amending Section 913.02 Plot Plan Requirement of Chapter 913 Private Roadways. (Second Reading 5/22/2017).

See the attached document for details of proposed text amendment.

913.02 ~~PLOT PLAN REQUIREMENT~~SITE PLAN APPROVAL REQUIRED.

No person shall construct any private roadway unless such private roadway is shown upon ~~a plot plan as required by Title Three of the Planning and Zoning Code.~~a site plan that has been reviewed and approved according to the provisions of Chapter 1143 of the Zoning Code.

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

ORDINANCE REQUEST

DATE: **June 12, 2017**

TO: **Finance Committee**

RE: **ORDINANCE AUTHORIZING MAYOR TO ENTER INTO AN AGREEMENT WITH VERIFIED VOLUNTEERS (BY STERLING TALENT SOLUTIONS). (Second Reading 5/22/2017).**

Request authorization for the Mayor to enter into a contract with Verified Volunteers and waive competitive bidding. (See attached)

Verified Volunteers & Sterling Talent Solutions Set-Up Form

Verified Volunteers by Sterling Talent Solutions

Sterling Talent Solutions

Getting started is easy!

1. Completing this form is the next step in setting up your volunteer and/or employment screening accounts.
2. Please complete this Credentialing & Account Information Application, End User Certification, and Service Agreement.
   - You may fill in most of this form in your browser by clicking on the form fields. (You may need to download Adobe Acrobat Reader version 5 or later at: http://get.adobe.com/reader)
3. Have an authorized user physically fill in and sign the signature blocks at the end of the Credentialing & Account Information Application, at the end of the End User Certification, and the top and bottom of the Service Agreement. 4 physical signatures in total. These signature fields are identified within the document by red "Sign Here" flags.
4. Have an authorized user physically initial pages 17 & 19. The initial fields are identified by red "Sign Here" flags.
5. Send the completed agreements (we do not need the Notice to Consumers) to Verified Volunteers for activation via one of the two methods below:

- Email to: newaccounts@verifiedvolunteers.com or
- Fax to: 855-326-1862

Fax Cover Sheet (only fill out if returning document via fax)

Send To

From

Email or Fax

Organization

# of Pages

Phone

In the event we need to contact you, please provide the following contact information.

Phone

Best time to be reached

Your Checklist:

(make sure you complete all of the below before submitting)

- ✓ I filled out the Credentialing and Account Information form.
- ✓ I checked off the Permissible Purpose sections (B & C).
- ✓ I completed the Bank Reference and Trade Reference section (D).
- ✓ I entered my Organization Name at the top of the End User Agreement.
- ✓ I physically signed the 4 red signature blocks in the forms.
- ✓ I have attached proof of my 501c3 exempt status.

Questions?

Contact Verified Volunteers toll free at: 1-855-326-1860

Upon our receipt of the completed and signed Agreement, you will be contacted if additional information is needed to establish your account.

We look forward to building a community of Verified Volunteers.

Verified Volunteers by Sterling Talent Solutions

Sterling Talent Solutions

Credentialing and Account Information

■ Section A: Organization Information

Legal Name of Organization

DBA (Other Names You Do Business By)

Legal Street Address (No PO Boxes)

City / State / ZIP

Phone (xxx) xxx-xxxx

Fax (xxx) xxx-xxxx

Organization's Website URL

Billing Contact

Email

Billing Address

City / State / ZIP

Phone (xxx) xxx-xxxx

Fax (xxx) xxx-xxxx

Years in Business

Years

Months

If organization has been in business for one year or less, two of the following must be obtained and attached to application: (1) copy of utility bill or telephone bill in the business name, (2) copy of lease or proof of property ownership, (3) copy of bank statement addressed to the end user, (4) proof of commercial insurance

■ Section B: Permissible Purpose for Access to Verified Volunteers Background Checks

☐ For volunteer screening purposes

☐ For other permissible purpose (please describe)

■ Section C: Permissible Purpose for Access to Sterling Talent Solutions Background Checks

☐ For employment screening purposes ☐ For tenant screening purposes ☐ For student screening purposes

☐ For other permissible purpose (please describe)

To learn more, contact:

1-855-326-1860 (Option 1) info@verifiedvolunteers.com

Attachment: Verified Volunteers (1741 : Contract with Verified Volunteers)

Credentialing and Account Information

Verified Volunteers by Sterling Talent Solutions

Sterling Talent Solutions

Section D: References

Bank Reference

Name

Phone

Address

City

State

ZIP

Contact Name

Date Account Opened

We need this information for credentialing purposes to ensure you are a bona fide entity. The information entered here is not associated in any way with your payment to Verified Volunteers.

Trade Reference

Name

Phone

Address

City

State

ZIP

Contact Name

Doing Business Since

A trade reference is any vendor or business you regularly pay for services.

Section E: Primary Authorized User Information for your Verified Volunteers Account

Primary Authorized User Name

Title

Contact Phone (xxx) xxx-xxxx

Fax (xxx) xxx-xxxx

Email

Requested Username/Login (alpha/numeric, 6-20 characters, case sensitive)

To learn more, contact:

1-855-326-1860 (Option 1) info@verifiedvolunteers.com

www.verifiedvolunteers.com

■ Section F: Additional Authorized User(s) Information for your Verified Volunteers Account

Additional Authorized User Name

Title

Phone (xxx) xxx-xxxx

Email

Requested Username/Login (alpha/numeric, 6-20 characters, case sensitive)

Additional Authorized User Name

Title

Phone (xxx) xxx-xxxx

Email

Requested Username/Login (alpha/numeric, 6-20 characters, case sensitive)

■ Section G: Primary Authorized User Information for your Employee (Sterling Talent Solutions) Account

Leave blank if not signing up for employee screening or if the primary user for your employee (Sterling) account is the same as the primary user you listed for your Verified Volunteers account.

Primary Authorized User Name

Title

Contact Phone (xxx) xxx-xxxx

Email

Requested Username/Login (alpha/numeric, 6-20 characters, case sensitive)

■ Section H: Additional Authorized User(s) Information for your Employee (Sterling) Account

Leave blank if not signing up for employee screening or if the additional authorized users for your employee (Sterling) account are the same as the additional authorized users you listed for your Verified Volunteers account.

Additional Authorized User Name

Title

Phone (xxx) xxx-xxxx

Email

Requested Username/Login (alpha/numeric, 6-20 characters, case sensitive)

Additional Authorized User Name

Title

Phone (xxx) xxx-xxxx

Email

Requested Username/Login (alpha/numeric, 6-20 characters, case sensitive)

Verified Volunteers & Sterling Talent Solutions Set-Up Form

Section I: Additional Information

Organization Information

1. Organization name to be listed on Verified Volunteers badge

2. Number of volunteers: Number to be screened annually:

3. Number of employees (if applicable): Number to be screened annually (if applicable):

4. ○ Yes, please send me an email notification when the report is complete. Please direct these emails to the following email address:

○ Only send me an email notification when a report is designated "Consider." Please direct these emails to the following email address:

○ No, I do not need email notifications at this time.

Volunteer Payment Options for Background Checks

	Complete Package		
Volunteers Pays (fill in the percentage)			
Organization Pays (fill in the percentage)			
Total	100%	100%	100%
	☐ Volunteer is asked to make a contribution to help offset the cost of the check †	☐ Volunteer is asked to make a contribution to help offset the cost of the check †	☐ Volunteer is asked to make a contribution to help offset the cost of the check †

Volunteer Payment Options for Repository Fees

	Complete Package		
Volunteers Pays (fill in the percentage)			
Organization Pays (fill in the percentage)			
Total	100%	100%	100%
	☐ Volunteer is asked to make a contribution to help offset the cost of the check †	☐ Volunteer is asked to make a contribution to help offset the cost of the check †	☐ Volunteer is asked to make a contribution to help offset the cost of the check †

† If Volunteer pays 100% of the background check, contribution question will not be asked even if it is set to Yes. If the contribution flag is Yes and the Organization is paying any portion of the check, then the contribution question will be asked and the amount that may be contributed is displayed (up to, but not exceeding the total cost of the background check).

Section J: Credit Reports (only if ordering Credit Reports)

Do you have an Investigation License?
(If Yes, please provide a copy with this application)
○ Yes ○ No

Estimated number of credit reports you will order monthly:

Do you already have a credit reporting software package?
○ Yes ○ No

If Yes, what is the name?:

Does your industry require a business license?
(If Yes, please provide a copy with this application)
○ Yes ○ No

If ordering credit reports and operating out of a residence, please attach a copy of a Yellow Page listing in the organization name or a phone bill.

Letter of Intent for Credit Reports: Please provide a separate letter of intent on organization letterhead that must be signed by an officer or authorized manager.

The letter must include the following:
1. Nature of business
2. Its intended use for the service
3. Anticipated monthly volume
4. Intent on whether it anticipates its access to be primarily local, regional, or national.

Credentialing and Account Information

Verified Volunteers
by Sterling Talent Solutions

Sterling
Talent Solutions

Authorization

I/We certify that I/We will use the credit information/consumer/investigative report for no other purpose other than what is stated in the Permissible Purpose/Appropriate Use Section on this application and for the type of business listed on this application. I/We will not resell the report to any third party. I/We understand that if my/our system is used improperly by company personnel, or if my/our access codes are made available to any unauthorized personnel due to carelessness on the part of any employee of my/our company, I/We may be held responsible for financial losses, fees or monetary charges that may be incurred and that my/our access privilege may be terminated.

I agree that a fax or photocopy of this authorization is to be considered and accepted with the same authority as the original. The person signing must be authorized by your organization to sign on its behalf. Please print this form out and physically sign the document in the Signature box.

☐ I am attaching a copy of our 501c3 tax exempt status.

☐ I agree to the terms and conditions of this agreement.

Physical Signature

Date mm/dd/yyyy

Authorized By (Print or Type Name)

Title

Phone (xxx) xxx-xxxx

Email

To learn more, contact:

1-855-326-1860 (Option 1) info@verifiedvolunteers.com

www.verifiedvolunteers.com

End User Certification

In compliance with the Federal Fair Credit Reporting Act, as amended (the "FCRA"),

"End User" hereby certifies to Verified Volunteers that it understands and will comply with End User's obligations under the FCRA, as set forth below.

1. End User certifies that all of its orders for information products from Verified Volunteers shall be made, and the resulting reports shall be used, for the following Fair Credit Reporting Act, 15 U.S.C. § 1681, et seq., permissible purposes only:
   a. Section 604(a)(2). As instructed by the consumer in writing.
   b. b) Section 604(a)(3)(B). For employment/volunteer purposes including evaluating a consumer for employment/volunteering, promotion, reassignment, or retention as an employee/volunteer, where the consumer has given prior written permission.

2. End User, unless End User elects to utilize Verified Volunteers' Electronic Signature product, will ensure that prior to procurement or causing the procurement of a consumer report or investigative consumer report (collectively the "report") for employment/volunteer purposes as required by law:
   a. A clear and conspicuous disclosure has been made in writing to the consumer prior to the report being procured or caused to be procured, in a document that consists of only the disclosure that a consumer report will be obtained for employment/volunteer purposes. This disclosure will satisfy all requirements identified in the Fair Credit Reporting Act, as well as any applicable state or local laws; and
   b. The consumer has authorized in writing the procurement of the report by the End User.

3. Further, End User, unless End User elects to utilize Verified Volunteers' Electronic Signature product, will additionally ensure that prior to procurement or causing the procurement of an investigative consumer report for employment/volunteer purposes as required by law:
   a. A clear and conspicuous disclosure has been made in writing to the consumer prior to the report being procured or caused to be procured, in a document that consists of only the disclosure as set forth in 2a) above, and that an investigative consumer report including information as to the consumer's character, general reputation, personal characteristics and/or mode of living will be obtained for employment/volunteer purposes; and
   b. Such disclosure contains a statement advising the consumer of his/her right to request a complete and accurate statement regarding the nature and scope of the requested investigative consumer report and his/her right to request a copy of the rights of the consumer under the FCRA, a copy of which is attached hereto ("Summary of Consumer Rights"). If the consumer makes such a request in a reasonable amount of time, End User agrees to provide the name and address of the outside agency to whom requests for any of these reports has been made. This information shall be provided no later than five days after the date on which the request for such disclosure was received from the consumer or such report was first requested, whichever is the latter.

4. Additionally, to the extent End User is requesting Verified Volunteers to provide iCORI information, End User also affirms that:
   a. End User notified the consumer in writing of, and received permission via a separate authorization for Verified Volunteers to obtain and provide CORI information to End User;
   b. End User is in compliance with all federal and state credit reporting statutes;
   c. End User will not misuse any CORI information provided in violation of federal or state equal employment opportunity laws or regulations; and
   d. End User will provide Verified Volunteers with a statement of the annual salary of the position for which the subject is screened.

5. Additionally to the extent End User requests any reports covered by the California Investigative Consumer Reporting Agencies Act ("ICRA"), California Civil Code Sections 1786 et seq., and/or the Consumer Credit Reporting Agencies Act ("CCRAA"), California Code Sections 1785.1, et seq., which require consent from the consumer. End User also affirms that:
   a. it will request and use information products solely for permissible purpose(s) identified under California Civil Code Sections 1785.11 and 1786.12; and
   b. it will provide a clear and conspicuous disclosure in writing to the consumer, which discloses solely:
      i. that an investigative Information Products may be obtained;
      ii. the permissible purpose of the investigative Information Products;
      iii. the End User's name, mailing address, website address, and toll-free telephone number;
      iv. that the report will include information on the consumer's character, general reputation, personal characteristics, and mode of living;
      v. the nature and scope of the investigation to be performed, including a summary of the provisions of California Civil Code Section 1786.22;
      vi. the consumer's right to inspect Verified Volunteers' files about the subject by providing proper identification and Verified Volunteers will provide the subject with trained personnel and explanation of any codes to help understand those files; and
      vii. a box that the consumer may check to request a copy of the report and if the consumer checks that box, a copy of the report will be sent to the consumer within three business days after End User receives the report, along with the name, address, and telephone number of the person at End User who issued the report and how to contact him/her.
   c. End User also certifies that under all applicable circumstances, it will comply with California Civil Code Sections 1785.20 and 1786.40 if the taking of adverse action is a consideration, which shall include, but may not be limited to, advising the consumer against whom an adverse action has been taken that the adverse action was based in whole or in part upon information contained in the Information Product, informing the consumer in writing of the End User's name, address, and telephone number, and provide the consumer of a written notice of his/her rights under the ICRA and CCRAA.
   d. End User also will comply with all other requirements under applicable California law, including, but not limited to, any statutes, regulations, and rules governing the procurement, use and/or disclosure of any information producers, including, but not limited to, the ICRA and CCRAA.

End User Certification

Verified Volunteers by Sterling Talent Solutions

Sterling Talent Solutions

Notice to Users of Consumer Reports: Obligations of Users under the FCRA

6. In using a report for employment/volunteer purposes, before taking any adverse action based in whole or in part on the report, the End User shall provide to the consumer or authorize Verified Volunteers on behalf of the End User to provide to the consumer to whom the report relates:
   a. A copy of the report; and
   b. A copy of the Summary of Consumer Rights and any applicable state summary of rights; and
   c. Provide the individual with a reasonable opportunity of time to correct any erroneous information contained in the report (and provide Verified Volunteers' name and contact information) and if the individual is ultimately disqualified, provide an Adverse Action letter, including the statutorily required notices identified in Section 615 of the Fair Credit Reporting Act.

End User confirms that it must inform Verified Volunteers if any requested report is not to be used for employment/volunteer purposes.

End User confirms that it will not use the information contained in a report in violation of any applicable federal, state or local equal employment opportunity or other law, rule, regulation, code or guideline, including, but not limited to the Fair Credit Reporting Act and Title VII of the Civil Rights Act of 1964. End User accepts full responsibility for complying with all such laws and using the information products it receives from Verified Volunteers in a legally acceptable fashion. To that end, End User agrees to comply with and provide all statutorily required notices in Section 615 of the Fair Credit Reporting Act or other state laws when using information products. End User accepts full responsibility for any and all consequences of use and/or dissemination of those products

End User agrees to have reasonable procedures for the fair and equitable use of background information and to secure the confidentiality of private information. End User agrees to take precautionary measures to protect the security and dissemination of all consumer report or investigative consumer report information including, for example, restricting terminal access, utilizing passwords to restrict access to terminal devices, and securing access to, dissemination and destruction of electronic and hard copy reports.

As a condition of entering into this Agreement, End User certifies that it has in place reasonable procedures designed to comply with all applicable local, state, and federal laws. End User also certifies that it will retain any information it receives from Verified Volunteers for a period of five years from the date the report was received, and will make such reports available to Verified Volunteers upon request. This certification is incorporated into and made part of the Agreement, if applicable.

End User understands that the credit bureaus require specific written approval before the following persons, entities and/or businesses may obtain credit reports: private detectives, private detective agencies, private investigative companies, bail bondsmen, attorneys, law firms, credit counseling firms, security services, members of the media, resellers, financial counseling firms, credit repair clinics, pawn shops (except companies that do only Title pawn), check cashing companies (except companies that do only loans, no check cashing), genealogical or heir research firms, dating services, massage or tattoo services, business that operate out of an apartment, individuals seeking information for their own private use, adult entertainment services of any kind, companies that locate missing children, companies that handle third party repossession, companies seeking information in connection with time shares, subscription companies, individuals involved in spiritual counseling or persons or entities that are not an End User or decision maker.

End User also confirms that while it might provide Verified Volunteers with copies of consent forms or related documents in order to provide Verified Volunteers with information necessary to provide its services, Verified Volunteers is not required to maintain copies of such documents and any obligations to retain such documents under federal or state law remain solely with End User. However, should End User elect to utilize Verified Volunteers' Electronic Signature product, Verified Volunteers will maintain electronic copies of consent forms. End User agrees to indemnify and hold harmless Verified Volunteers, its predecessors, successors and assigns, and their current and former officers, directors, volunteers, agents and independent contractors, both individually and in their official capacities from any liability and attorneys' fees incurred due to End User's violation of any of the terms of this Certification or failure to comply with applicable law.

End User also confirms that information obtained through a Social Security Number trace will not be used directly to disqualify employees/volunteers from employment or volunteering or from continued volunteerism.

End User also confirms that it shall not use Social Security Number trace results in any way, directly or indirectly, for the purpose of making employment decisions. End user will not resell this data or use it for marketing purposes. End User also confirms that it will not use Social Security Number trace information in any way that would violate the privacy obligations or any other terms and provisions of the Gramm-Leach-Bliley Act (15 U.S.C 6801 et seq.) or the Federal Drivers Privacy Protection Act (18.U.S.C. Section 2721 et seq.) or any other similar state or local statute, rule or regulation.

End User hereby acknowledges receipt of the Summary of Consumer Rights and receipt of "Notice to Users of Consumer Reports: Obligations of Users under the FCRA", also attached hereto.

Authorized Signature

Date mm/dd/yyyy

Organization/End User

Name/Title

Attachment: Verified Volunteers (1741 : Contract with Verified Volunteers)

Notice to Users of Consumer Reports: Obligations of Users under the FCRA

All users of consumer reports must comply with all applicable regulations, including regulations promulgated after this notice was first prescribed in 2004. Information about applicable regulations currently in effect can be found at the Consumer Financial Protection Bureau's website, www.consumerfinance.gov/learnmore.

The Fair Credit Reporting Act (FCRA), 15 U.S.C. §1681-1681y, requires that this notice be provided to inform users of consumer reports of their legal obligations. State law may impose additional requirements. The text of the FCRA is set forth in full at the Bureau of Consumer Financial Protection's website at www.consumerfinance.gov/learnmore. At the end of this document is a list of United States Code citations for the FCRA. Other information about user duties is also available at the Bureau's website. Users must consult the relevant provisions of the FCRA for details about their obligations under the FCRA.

The first section of this summary sets forth the responsibilities imposed by the FCRA on all users of consumer reports. The subsequent sections discuss the duties of users of reports that contain specific types of information, or that are used for certain purposes, and the legal consequences of violations. If you are a furnisher of information to a consumer reporting agency (CRA), you have additional obligations and will receive a separate notice from the CRA describing your duties as a furnisher.

I. .OBLIGATIONS OF ALL USERS OF CONSUMER REPORTS

A. Users Must Have a Permissible Purpose

Congress has limited the use of consumer reports to protect consumers' privacy. All users must have a permissible purpose under the FCRA to obtain a consumer report. Section 604 contains a list of the permissible purposes under the law. These are:

1. As ordered by a court or a federal grand jury subpoena. Section 604(a)(1)
2. As instructed by the consumer in writing. Section 604(a)(2)
3. For the extension of credit as a result of an application from a consumer, or the review or collection of a consumer's account. Section 604(a)(3)(A)
4. For employment purposes, including hiring and promotion decisions, where the consumer has given written permission. Sections 604(a)(3)(B) and 604(b)
5. For the underwriting of insurance as a result of an application from a consumer. Section 604(a)(3)(C)
6. When there is a legitimate business need, in connection with a business transaction that is initiated by the consumer. Section 604(a)(3)(F)(i)
7. To review a consumer's account to determine whether the consumer continues to meet the terms of the account. Section 604(a)(3)(F)(ii)
8. To determine a consumer's eligibility for a license or other benefit granted by a governmental instrumentality required by law to consider an applicant's financial responsibility or status. Section 604(a)(3)(D)
9. For use by a potential investor or servicer, or current insurer, in a valuation or assessment of the credit or prepayment risks associated with an existing credit obligation. Section 604(a)(3)(E)
10. For use by state and local officials in connection with the determination of child support payments, or modifications and enforcement thereof. Sections 604(a)(4) and 604(a)(5)

In addition, creditors and insurers may obtain certain consumer report information for the purpose of making "prescreened" unsolicited offers of credit or insurance. Section 604(c). The particular obligations of users of "prescreened" information are described in Section VII below.

B. Users Must Provide Certifications

Section 604(f) prohibits any person from obtaining a consumer report from a consumer reporting agency (CRA) unless the person has certified to the CRA the permissible purpose(s) for which the report is being obtained and certifies that the report will not be used for any other purpose.

C. Users Must Notify Consumers When Adverse Actions Are Taken

The term "adverse action" is defined very broadly by Section 603. "Adverse actions" include all business, credit, and employment actions affecting consumers that can be considered to have a negative impact as defined by Section 603(k) of the FCRA – such as denying or canceling credit or insurance, or denying employment or promotion. No adverse action occurs in a credit transaction where the creditor makes a counteroffer that is accepted by the consumer.

1. Adverse Actions Based on Information Obtained From a CRA

If a user takes any type of adverse action as defined by the FCRA that is based at least in part on information contained in a consumer report, Section 615(a) requires the user to notify the consumer. The notification may be done in writing, orally, or by electronic means. It must include the following:

- The name, address, and telephone number of the CRA (including a toll-free telephone number, if it is a nationwide CRA) that provided the report.
- A statement that the CRA did not make the adverse decision and is not able to explain why the decision was made.
- A statement setting forth the consumer's right to obtain a free disclosure of the consumer's file from the CRA if the consumer makes a request within 60 days.
- A statement setting forth the consumer's right to dispute directly with the CRA the accuracy or completeness of any information provided by the CRA.

2. Adverse Actions Based on Information Obtained From Third Parties Who Are Not Consumer Reporting Agencies

If a person denies (or increases the charge for) credit for personal, family, or household purposes based either wholly or partly upon information from a person other than a CRA, and the information is the type of consumer information covered by the FCRA, Section 615(b)(1) requires that the user clearly and accurately disclose to the consumer his or her right to be told the nature of the information that was relied upon if the consumer makes a written request within 60 days of notification. The user must provide the disclosure within a reasonable period of time following the consumer's written request.

3. Adverse Actions Based on Information Obtained From Affiliates

If a person takes an adverse action involving insurance, employment, or a credit transaction initiated by the consumer, based on information of the type covered by the FCRA, and this information was obtained from an entity affiliated with the user of the information by common ownership or control, Section 615(b)(2) requires the user to notify the consumer of the adverse action. The notice must inform the consumer that he or she may obtain a disclosure of the nature of the information relied upon by making a written request within 60 days of receiving the adverse action notice. If the consumer makes such a request, the user must disclose the nature of the information not later than 30 days after receiving the request. If consumer report information is shared among affiliates and then used for an adverse action, the user must make an adverse action disclosure as set forth in I.C.1 above.

Notice to Users of Consumer Reports: Obligations of Users under the FCRA

D. Users Have Obligations When Fraud and Active Duty Military Alerts are in Files

When a consumer has placed a fraud alert, including one relating to identify theft, or an active duty military alert with a nationwide consumer reporting agency as defined in Section 603(p) and resellers, Section 605A(h) imposes limitations on users of reports obtained from the consumer reporting agency in certain circumstances, including the establishment of a new credit plan and the issuance of additional credit cards. For initial fraud alerts and active duty alerts, the user must have reasonable policies and procedures in place to form a belief that the user knows the identity of the applicant or contact the consumer at a telephone number specified by the consumer; in the case of extended fraud alerts, the user must contact the consumer in accordance with the contact information provided in the consumer's alert.

E. Users Have Obligations When Notified of an Address Discrepancy

Section 605(h) requires nationwide CRAs, as defined in Section 603(p), to notify users that request reports when the address for a consumer provided by the user in requesting the report is substantially different from the addresses in the consumer's file. When this occurs, users must comply with regulations specifying the procedures to be followed, which will be issued by the Consumer Financial Protection Bureau and the banking and credit union regulators. The Consumer Financial Protection Bureau regulations will be available at www.consumerfinance.gov/learnmore/.

F. Users Have Obligations When Disposing of Records

Section 628 requires that all users of consumer report information have in place procedures to properly dispose of records containing this information. The Consumer Financial Protection Bureau, the Securities and Exchange Commission, and the banking and credit union regulators have issued regulations covering disposal. The Consumer Financial Protection Bureau regulations may be found at www.consumerfinance.gov/learnmore/.

II. CREDITORS MUST MAKE ADDITIONAL DISCLOSURES

If a person uses a consumer report in connection with an application for, or a grant, extension, or provision of, credit to a consumer on material terms that are materially less favorable than the most favorable terms available to a substantial proportion of consumers from or through that person, based in whole or in part on a consumer report, the person must provide a risk-based pricing notice to the consumer in accordance with regulations prescribed by the Consumer Financial Protection Bureau. Section 609(g) requires a disclosure by all persons that make or arrange loans secured by residential real property (one to four units) and that use credit scores. These persons must provide credit scores and other information about credit scores to applicants, including the disclosure set forth in Section 609(g)(1)(D) ("Notice to the Home Loan Applicant").

III. OBLIGATIONS OF USERS WHEN CONSUMER REPORTS ARE OBTAINED FOR EMPLOYMENT PURPOSES

A. Employment Other Than in the Trucking Industry

If the information from a CRA is used for employment purposes, the user has specific duties, which are set forth in Section 604(b) of the FCRA. The user must:

- Make a clear and conspicuous written disclosure to the consumer before the report is obtained, in a document that consists solely of the disclosure, that a consumer report may be obtained.
- Obtain from the consumer prior written authorization. Authorization to access reports during the term of employment may be obtained at the time of employment.
- Certify to the CRA that the above steps have been followed, that the information being obtained will not be used in violation of any federal or state equal opportunity law or regulation, and that, if any adverse action is to be taken based on the consumer report, a copy of the report and a summary of the consumer's rights will be provided to the consumer.
- Before taking an adverse action, the user must provide a copy of the report to the consumer as well as the summary of consumer's rights (The user should receive this summary from the CRA.) A Section 615(a) adverse action notice should be sent after the adverse action is taken.

An adverse action notice also is required in employment situations if credit information (other than transactions and experience data) obtained from an affiliate is used to deny employment. Section 615(b)(2). The procedures for investigative consumer reports and volunteer misconduct investigations are set forth below.

B. Employment in the Trucking Industry

Special rules apply for truck drivers where the only interaction between the consumer and the potential employer is by mail, telephone, or computer. In this case, the consumer may provide consent orally or electronically, and an adverse action may be made orally, in writing, or electronically. The consumer may obtain a copy of any report relied upon by the trucking company by contacting the company.

IV. OBLIGATIONS WHEN INVESTIGATIVE CONSUMER REPORTS ARE USED

Investigative consumer reports are a special type of consumer report in which information about a consumer's character, general reputation, personal characteristics, and mode of living is obtained through personal interviews by an entity or person that is a consumer reporting agency. Consumers who are the subjects of such reports are given special rights under the FCRA. If a user intends to obtain an investigative consumer report, Section 606 requires the following:

- The user must disclose to the consumer that an investigative consumer report may be obtained. This must be done in a written disclosure that is mailed, or otherwise delivered, to the consumer at some time before or not later than three days after the date on which the report was first requested. The disclosure must include a statement informing the consumer of his or her right to request additional disclosures of the nature and scope of the investigation as described below, and the summary of consumer rights required by Section 609 of the FCRA. (The summary of consumer rights will be provided by the CRA that conducts the investigation.)
- The user must certify to the CRA that the disclosures set forth above have been made and that the user will make the disclosure described below.
- Upon the written request of a consumer made within a reasonable period of time after the disclosures required above, the user must make a complete disclosure of the nature and scope of the investigation.
- This must be made in a written statement that is mailed or otherwise delivered, to the consumer no later than five days after the date on which the request was received from the consumer or the report was first requested, whichever is later in time.

Notice to Users of Consumer Reports: Obligations of Users under the FCRA

V. SPECIAL PROCEDURES FOR EMPLOYMENT INVESTIGATIONS

Section 603(x) provides special procedures for investigations of suspected misconduct by an volunteer or for compliance with Federal, state or local laws and regulations or the rules of a self-regulatory organization, and compliance with written policies of the employer. These investigations are not treated as consumer reports so long as the employer or its agent complies with the procedures set forth in Section 603(x), and a summary describing the nature and scope of the inquiry is made to the volunteer if an adverse action is taken based on the investigation.

VI. OBLIGATIONS OF USERS OF MEDICAL INFORMATION

Section 604(g) limits the use of medical information obtained from consumer reporting agencies (other than payment information that appears in a coded form that does not identify the medical provider). If the information is to be used for an insurance transaction, the consumer must give consent to the user of the report or the information must be coded. If the report is to be used for employment purposes – or in connection with a credit transaction (except as provided in regulations issued by the banking and credit union regulators) -- the consumer must provide specific written consent and the medical information must be relevant. Any user who receives medical information shall not disclose the information to any other person (except where necessary to carry out the purpose for which the information was disclosed, or a permitted by statute, regulation, or order).

VII. OBLIGATIONS OF USERS OF "PRESCREENED" LISTS

The FCRA permits creditors and insurers to obtain limited consumer report information for use in connection with unsolicited offers of credit or insurance under certain circumstances. Sections 603(1), 604(c), 604(e), and 614(d). This practice is known as "prescreening" and typically involves obtaining a list of consumers from a CRA who meet certain preestablished criteria. If any person intends to use prescreened lists, that person must (1) before the offer is made, establish the criteria that will be relied upon to make the offer and grant credit or insurance, and (2) maintain such criteria on file for a three-year period beginning on the date on which the offer is made to each consumer. In addition, any user must provide with each written solicitation a clear and conspicuous statement that:

- Information contained in a consumer's CRA file was used in connection with the transaction.
- The consumer received the offer because he or she satisfied the criteria for credit worthiness or insurability used to screen for the offer.
- Credit or insurance may not be extended if, after the consumer responds, it is determined that the consumer does not meet the criteria used for screening or any applicable criteria bearing on credit worthiness or insurability, or the consumer does not furnish required collateral. The consumer may prohibit the use of information in his or her file in connection with future prescreened offers of credit or insurance by contacting the notification system established by the CRA that provided the report.
- The statement must include the address and toll-free telephone number of the appropriate notification system.

In addition, the Consumer Financial Protection Bureau has established the format, type size, and manner of the disclosure required by Section 615(d), with which users must comply. The regulation is 12 CFR 1022.54.

VIII. OBLIGATIONS OF RESELLERS

A. Disclosure and Certification Requirements

Section 607(e) requires any person who obtains a consumer report for resale to take the following steps:

1. Disclose the identity of the end-user to the source CRA.
2. Identify to the source CRA each permissible purpose for which the report will be furnished to the end-user.
3. Establish and follow reasonable procedures to ensure that reports are resold only for permissible purposes, including procedures to obtain:
    - the identify of all end-users;
    - certifications from all users of each purpose for which reports will be used; and
    - certifications that reports will not be used for any purpose other than the purpose(s) specified to the reseller. Resellers must make reasonable efforts to verify this information before selling the report.

B. Reinvestigations by Resellers

Under Section 611(f), if a consumer disputes the accuracy or completeness of information in a report prepared by a reseller, the reseller must determine whether this is a result of an action or omission on its part and, if so, correct or delete the information. If not, the reseller must send the dispute to the source CRA for reinvestigation. When any CRA notifies the reseller of the results of an investigation, the reseller must immediately convey the information to the consumer.

C. Fraud Alerts and Resellers

Section 605A(f) requires resellers who receive fraud alerts or active duty alerts from another consumer reporting agency to include these in their reports.

IX. LIABILITY FOR VIOLATIONS OF THE FCRA

Failure to comply with the FCRA can result in state government or federal government enforcement actions, as well as private lawsuits. Sections 616, 617, and 621. In addition, any person who knowingly and willfully obtains a consumer report under false pretenses may face criminal prosecution. Section 619.

The Consumer Financial Protection Bureau website, www.consumerfinance.gov/learnmore, has more information about the FCRA.

Citations for FCRA Sections in the US Code, 15 U.S.C. § 1681 et seq.:

Section 603
Section 604
Section 605
Section 605A
Section 605B
Section 606
Section 607
Section 608
Section 609
Section 610
Section 611
Section 612
Section 613
Section 614
Section 615
Section 616
Section 618
Section 619
Section 620
Section 621
Section 622
Section 623
Section 624
Section 625
Section 626
Section 627
Section 628
Section 629
15 U.S.C. 1681
15 U.S.C. 1681a
15 U.S.C. 1681b
15 U.S.C. 1681c
15 U.S.C. 1681c-1
15 U.S.C. 1681c-2
15 U.S.C. 1681d
15 U.S.C. 1681e
15 U.S.C. 1681f
15 U.S.C. 1681g
15 U.S.C. 1681h
15 U.S.C. 1681i
15 U.S.C. 1681j
15 U.S.C. 1681k
15 U.S.C. 1681l
15 U.S.C. 1681m
15 U.S.C. 1681n
15 U.S.C. 1681o
15 U.S.C. 1681p
15 U.S.C. 1681q
15 U.S.C. 1681r
15 U.S.C. 1681s
15 U.S.C. 1681s-1
15 U.S.C. 1681s-2
15 U.S.C. 1681t
15 U.S.C. 1681u
15 U.S.C. 1681v
15 U.S.C. 1681w
15 U.S.C. 1681x
15 U.S.C. 1681y

Para informacion en espanol, visite www.consumerfinance.gov/learnmore o escribe a la Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.

A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your "file disclosure"). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
  - a person has taken adverse action against you because of information in your credit report;
  - you are the victim of identity theft and place a fraud alert in your file;
  - your file contains inaccurate information as a result of fraud;
  - you are on public assistance;
  - you are unemployed but expect to apply for employment within 60 days.

  In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.
- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.
- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need – usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.consumerfinance.gov/learnmore.
- **You may limit "prescreened" offers of credit and insurance you get based on information in your credit report.** Unsolicited "prescreened" offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt-out with the nationwide credit bureaus at 1-888-567-8688.
- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.
- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit www.consumerfinance.gov/learnmore.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For information about your federal rights, contact:

TYPE OF BUSINESS:	CONTACT:
1. a. Banks, savings associations, and credit unions with total assets of over $10 billion and their affiliates.	a. Consumer Financial Protection Bureau 1700 G Street NW Washington, DC 20552
b. Such affiliates that are not banks, savings associations, or credit unions also should list, in addition to the Bureau:	b. Federal Trade Commission: Consumer Response Center – FCRA Washington, DC 20580 (877) 382-4357
2. To the extent not included in item 1 above	
a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks	a. Office of the Comptroller of the Currency Customer Assistance Group 1301 McKinney Street, Suite 3450 Houston, TX 77010-9050
b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and insured state branches of foreign banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act	b. Federal Reserve Consumer Help Center P.O. Box 1200 Minneapolis, MN 55480
c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations	c. FDIC Consumer Response Center 1100 Walnut Street, Box #11 Kansas City, MO 64106
d. Federal Credit Unions	d. National Credit Union Administration Office of Consumer Protection (OCP) Division of Consumer Compliance and Outreach (DCCO) 1775 Duke Street Alexandria, VA 22314
3. Air carriers	Asst. General Counsel for Aviation Enforcement & Proceedings Department of Transportation 1200 New Jersey Avenue, SE Washington, DC 20590
4. Creditors Subject to Surface Transportation Board	Office of Proceedings, Surface Transportation Board Department of Transportation 395 E Street SW Washington, DC 20423
5. Creditors Subject to Packers and Stockyards Act	Nearest Packers and Stockyards Administration area supervisor
6. Small Business Investment Companies	Associate Deputy Administrator for Capital Access United States Small Business Administration 409 Third Street, SW, 8th Floor Washington, DC 20416
7. Brokers and Dealers	Securities and Exchange Commission 100 F St NE Washington, DC 20549
8. Federal Land Banks, Federal Land Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations	Farm Credit Administration 1501 Farm Credit Drive Mclean, VA 22102-5090
9. Retailers, Finance Companies, and All Other Creditors Not Listed Above	FTC Regional Office for region in which the creditor operates or Federal Trade Commission: Consumer Response Center – FCRA Washington, DC 20580 (877) 382-4357

Service Agreement

Verified Volunteers, a division of Sterling Infosystems Inc. ("Verified Volunteers"), and the client named below ("Client") agree that Verified Volunteers shall make available to Client volunteer and pre-employment screening services ("Services") subject to this Service Agreement ("Agreement"). The Effective Date of this Agreement is as set forth below Verified Volunteers' signature. In consideration of the mutual obligations set forth in this Agreement, each party agrees to the terms and conditions below and represents that this Agreement is executed by its duly authorized representative:

	Verified Volunteers	Client:	
Signature:		Signature:	
Print Name:		Print Name:	
Title:		Title:	
Date:		Date:	

1. **Services**
   a. Verified Volunteers shall make available to Client the services listed on Attachment A attached hereto at the prices set forth on such Attachment. Verified Volunteers and Client agree that Client's orders for background checks hereunder are expected to commence on or about ________ (the "Commencement Date"). Any twelve (12) month period starting on the Commencement Date or anniversary thereof is referred to as a "Contract Year".
   b. The initial term of this Agreement shall commence on the Effective Date or such other date as the parties may agree in writing, and continue for a term of thirty-six (36) months after the Commencement Date. Thereafter this Agreement shall automatically renew for additional twelve (12) month terms unless either party gives notice of its intent not to renew at least thirty (30) days prior to the end of the initial term or renewal term, as applicable: provided that Verified Volunteers shall not commence the provision of Services until Client has completed and executed the End User Certification and Credentialing Application in the form determined by Verified Volunteers, the terms of which are incorporated by reference herein, and the Credentialing Application has been approved. The initial term and any renewal period constitute "the Term" of this Agreement.
   c. During the Term, Verified Volunteers shall be Client's exclusive provider of volunteer screening services, including without limitation verifications and motor vehicle and criminal background searches.

2. **Invoicing and Payment**
   a. Verified Volunteers will invoice Client monthly and payment shall be due within thirty (30) days of the date of invoice. A late payment charge equal to the lesser of 1½% per month or the highest lawful rate may be applied to any outstanding balances until paid.
   b. Verified Volunteers reserves the right to revise its pricing for Services upon thirty (30) days written notice. In addition, Client acknowledges that Verified Volunteers' pricing on Attachment A is based on Client's projected annual volume (which may be measured in number of volunteers screened and/or the amounts payable to Verified Volunteers) as set forth on such Attachment. In the event Client's actual volume, by one or more measure on Attachment A, as of the end of a Contract Year is less than 90% of such projected volume, Verified Volunteers may revise its pricing upon written notice to Client. Notwithstanding the foregoing, in the event state or local government fees payable by Sterling in connection with the provision of Services increase during the Term, Verified Volunteers may pass along such price increase to Client upon notice.
   c. Client will pay any applicable taxes relating to this Agreement, other than taxes based on Verified Volunteers' income and franchise-related taxes.

3. **Restrictions on Use**
   a. Client will obtain and use any Consumer Report or Investigative Consumer Report, as those terms are defined in the Fair Credit Reporting Act ("FCRA"), solely for the purpose(s) designated by the Client in the Credentialing Application and in accordance with the End User Certification signed by the Client. Client will not provide any part of the Services to others, whether directly or indirectly, through incorporation in a database, report or otherwise.

      Client will use the Services only in compliance with all applicable local, state, federal and international laws, rules, regulations or requirements, including, but not limited to the FCRA and the Fair and Accurate Credit Transactions Act ("FACTA") and applicable state and local laws and regulations.

4. **Confidentiality**
   a. Client shall not disclose any background screening reports provided by Verified Volunteers hereunder except as permitted by this Agreement or required by law, provided that Client is not prohibited from disclosing such report to the subject of such report.
   b. Each party ("Recipient") will treat all information provided by the other party ("Discloser") that Discloser designates in writing to be confidential in the same manner as Recipient treats its own confidential information. Discloser represents and warrants that it has all necessary legal rights, title, consents and authority to disclose such confidential information to Recipient. Confidential information shall not include information that (i) is or becomes a part of the public domain through no act or omission of Recipient; (ii) was in Recipient's lawful possession prior to Discloser's disclosure to Recipient; (iii) is lawfully disclosed to Recipient by a third party with the right to disclose such information and without restriction on such disclosure; or (iv) is independently developed by Recipient without use of or reference to the confidential information. Client shall not disclose the negotiated pricing or terms of this Agreement to any third party.

Service Agreement

5. **Disclaimers**
   a. Client acknowledges that the depth of information collected by Verified Volunteers varies among sources and Verified Volunteers cannot act as an insurer or guarantor of the accuracy, reliability or completeness of the data. Client shall be responsible for determining that its use of the Services complies with all applicable federal, state or local laws, rules or regulations, including but not limited to FCRA and FACTA.
   B. EXCEPT AS EXPLICITLY SET FORTH IN THIS AGREEMENT, ALL SERVICES ARE PROVIDED ON AN "AS IS," "AS AVAILABLE" BASIS. OTHER THAN AS EXPLICITLY STATED IN THIS AGREEMENT, (1) VERIFIED VOLUNTEERS DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AND (2) VERIFIED VOLUNTEERS DOES NOT WARRANT THAT THE SERVICES WILL BE UNINTERRUPTED OR ERROR-FREE AND DISCLAIMS ANY WARRANTY OR REPRESENTATION REGARDING AVAILABILITY OF A SERVICE, SERVICE LEVELS OR PERFORMANCE.

6. **Limitation of Liability**
   A. NEITHER PARTY WILL BE LIABLE FOR ANY INCIDENTAL, SPECIAL, PUNITIVE, EXEMPLARY, INDIRECT OR CONSEQUENTIAL DAMAGES OF ANY KIND, REGARDLESS OF WHETHER OR NOT THE OTHER PARTY WAS AWARE OR SHOULD HAVE BEEN AWARE OF THE POSSIBILITY OF SUCH DAMAGES.
   B. EACH PARTY'S MAXIMUM LIABILITY ARISING OUT OF OR RELATING TO THIS AGREEMENT, REGARDLESS OF THE CAUSE OF ACTION (WHETHER IN CONTRACT, TORT, BREACH OF WARRANTY OR OTHERWISE), WILL NOT EXCEED THE TOTAL AMOUNT PAID AND PAYABLE BY CLIENT HEREUNDER DURING THE 12-MONTH PERIOD IMMEDIATELY PRECEDING THE DATE ON WHICH SUCH LOSS, DAMAGE, INJURY, CLAIM, COST OR EXPENSE OCCURRED.
   c. Notwithstanding anything to the contrary, the exclusions and limitations set forth in Section 6a and Section 6b above shall not apply with respect to breach of Section 3 or 4.

7. **Termination**
   a. Verified Volunteers may immediately suspend Services, in whole or in part, under this Agreement without notice (i) upon Client's failure to pay amounts when due, (ii) if Client files bankruptcy or reorganization or fails to discharge an involuntary petition within sixty (60) days after filing date, or (iii) if Verified Volunteers reasonably believes that its provision, or Client's use, of the Services shall violate the FCRA or other applicable law. In the event of material breach of this Agreement by Client or Verified Volunteers, the non-breaching party may terminate this Agreement if such breach is not cured within forty-five (45) days of written notice of breach; provided that if such breach is not capable of being cured the non-breaching party may terminate this Agreement upon written notice.
   b. The provisions set forth in Sections 4, 5, 6, 7.b, 8 and 9 will survive the termination of this Agreement.

8. **Choice of Law; Disputes**
   a. This Agreement is governed by and construed in accordance with the laws of the State of New York, without regard to choice of law provisions. Any disputes arising out of this Agreement that cannot be resolved by the parties will be brought in state or federal court located in New York County, New York.

9. **Miscellaneous**
   a. This Agreement, addenda, exhibits and/or schedules (including the End User Certification and Credentialing Application) constitute the entire agreement between Verified Volunteers and Client regarding the Services. All prior agreements, both oral and written, between the parties on the matters contained in this Agreement are expressly cancelled and superseded by this Agreement. In no event shall any terms or conditions included on any form of Client purchase order apply to the relationship between Verified Volunteers and Client hereunder, unless such terms are expressly agreed to by the parties in writing. Any amendments of or waivers relating to this Agreement must be in writing signed by the party, or parties, to be charged therewith.
   b. This Agreement binds and inures to the benefit of the parties and their successors and permitted assigns, except that neither party may assign this Agreement without the prior written consent of the other party; however, Verified Volunteers may assign the Agreement to any of its affiliated companies or in connection with a merger or consolidation involving Verified Volunteers (so long as the assignment is to the newly merged or consolidated entity) or the sale of substantially all of Verified Volunteers' assets (so long as the assignment is to the acquirer of such assets).
   c. Verified Volunteers may reach out directly to volunteers to assist them in the ordering process, and may, on occasion, communicate with volunteers to promote those elements of our platform that build out the Verified Volunteers community, including, but not limited to, our Fast-Pass sharing and recruiting elements.

Attachment: Verified Volunteers (1741 : Contract with Verified Volunteers)

Attachment A: Verified Volunteers Product & Service Pricing

For Volunteers

Expected Annual Spend (in $) per Contract Year :

Expected Annual Volume (in number of volunteers screened) per Contract Year :

CLIENT INITIAL :

NEW ORDER SERVICES	BASE PRICE
Complete Package	$33
Social Security Trace	
Nationwide Criminal Database Search with primary source validation	
Department of Justice National Sex Offender Registry (DRU Sjodin/NSOPW)	
Government Sanctions/Watch List (OFAC)	
County/state searches from last seven year's address history (based on SSN Trace)	
Arrest Direct Database Search with primary source validation	
Alias/maiden name searches across the above (based on SSN Trace)	
Monthly Updates using the Nationwide Database Search (for the first year)	
Advanced Package	
Social Security Trace	
Nationwide Criminal Database Search with primary source validation	
Department of Justice National Sex Offender Registry (Dru Sjodin/NSOPW)	
Government Sanctions/Watch List (OFAC)	
Current County/state of residence	
Monthly Updates using the Nationwide Database Search (for the first year)	
A la Carte Items	
Managed Adverse Action - Optional	$4
One Time Activation/Implementation/Training Fee	$500

NOTE: Pricing excludes fees charged by state, county and motor vehicle repositories.

Attachment A: Our Products & Services

For Volunteers

FAST-PASS / SHARED SERVICES	BASE PRICE
Fast-Pass Shared Criminal Packages	FREE

REBATES	REBATE
Rebates from Fast-Pass Sharing by Volunteers with Other Organizations*	up to $4.00

*Received when your organization has paid for a portion of the original background check and the volunteer has purchased the Fast-Pass (unlimited sharing subscription). Rebates of $2.00 are given for the first two shares marked "Eligible" by other organizations.

Attachment A: Our Products & Services

For Employee Applicants

Expected Annual Spend (in $) per Contract Year :

Expected Annual Volume (in number of employees screened) per Contract Year :

CLIENT INITIAL :

NEW ORDER SERVICES	BASE PRICE

NOTE: Pricing excludes any fees charged by state, county, and motor vehicle repositories, and employment and education vendor providers.

Attachment: Verified Volunteers (1741 : Contract with Verified Volunteers)

Signatures

	VERIFIED VOLUNTEERS	Organization Name:	
Date:		Date:	
Signature:		Signature:	
Printed Name:		Printed Name:	
Printed Title:		Printed Title:	

*Please note that all facsimile signatures are acceptable as binding.