



Doug Joseph, President  
Caleb Skinner, Ward 1  
Brett Luzader, Ward 2  
Marshall Spalding, Ward 3  
Mel Clemens, Ward 4  
Barth Cotner, At-Large  
Stacie A. Baker, At-Large  
Kristin J. Bryant, At-Large

## **CITY COUNCIL**

### **Committee Meetings Regular Council Meeting**

7232 E. Main St  
Reynoldsburg, OH 43068  
[www.ci.reynoldsburg.oh.us](http://www.ci.reynoldsburg.oh.us)

April Beggerow  
614-322-6836

---

**Monday, February 25, 2019**

**Council Chambers**

---

### **PUBLIC SERVICE AND TRANSPORTATION COMMITTEE MEETING**

**1. CALL TO ORDER - ROLL CALL**

**2. APPROVAL OF AGENDA**

**3. APPROVAL OF MINUTES**

- a. Public Service and Transportation Committee – Committee Meeting – February 11, 2019

**4. LEGISLATION FOR EMERGENCY ADOPTION**

- a. ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO CONTRACT WITH EMH&T FOR THE ENGINEERING, PLANS, AND PREPARE BID DOCUMENTS FOR THE 2019 WATER MAIN REPLACEMENT PROJECTS, APPROPRIATING FUNDS THEREFORE, AND DECLARING AN EMERGENCY. (First Reading 2/11/2019).
- b. ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN INTERGOVERNMENTAL WORKING AGREEMENT WITH FRANKLIN SOIL AND WATER CONSERVATION DISTRICT FOR 2019 AND DECLARING AN EMERGENCY. (First Reading 2/11/2019).
- c. ORDINANCE APPROPRIATING FUNDS FROM UNAPPROPRIATED GENERAL FUND TO AN ACCOUNT IN THE SERVICE DEPARTMENT; AND DECLARING AN EMERGENCY. (First Reading 2/11/2019).

**5. LEGISLATION FOR SECOND READING**

- a. ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO CONTRACT WITH EMH&T FOR THE ENGINEERING AND MANAGEMENT OF SEWER LINE CCTV AND MANHOLE INSPECTIONS. (First Reading 2/11/2019).

**6. LEGISLATION FOR THIRD READING**

- a. ORDINANCE AUTHORIZING CITY AUDITOR TO REMOVE EQUIPMENT FROM THE CITY'S FIXED ASSET LIST. (Second Reading 2/11/2019).
- b. RESOLUTION AUTHORIZING PARTICIPATION IN ODOT SALT CONTRACT FOR 2019/2020 (Second Reading 2/11/2019).
- c. ORDINANCE TO AUTHORIZE THE MAYOR TO PURCHASE TWO 2019 F-250 FORD TRUCKS AND RELATED EQUIPMENT FOR THE WATER AND WASTEWATER DEPARTMENT AND TRANSFER ONE (1) TRANSIT VAN TO PARKS AND RECREATION DEPARTMENT AND REMOVE RELATED EQUIPMENT FROM THE WATER AND WASTEWATER DEPARTMENT ASSET LIST. (Second Reading 2/11/2019).
- d. ORDINANCE OF THE REYNOLDSBURG CITY COUNCIL TO PROVIDE FOR THE REGISTRATION OF RESIDENTIAL RENTAL HOUSING LOCATED WITHIN THE BOUNDARIES OF THE CITY OF REYNOLDSBURG (Held from 1/14/2019) (Second Reading 12/17/2018).

MINUTES COMMITTEE MEETING  
REYNOLDSBURG PUBLIC SERVICE AND TRANSPORTATION COMMITTEE  
February 11, 2019

Ward 2 Councilmember Brett Luzader called the meeting to order at 8:10 PM

Call to Order - Roll Call

PRESENT: Luzader, Baker, Bryant, Skinner, Joseph

ABSENT:

Approval of Agenda

Approval of Minutes

- a. Public Service and Transportation Committee – Committee Meeting – January 28, 2019

|                |                 |
|----------------|-----------------|
| <b>RESULT:</b> | <b>ACCEPTED</b> |
|----------------|-----------------|

NEW LEGISLATION/DISCUSSION ITEMS

ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO CONTRACT WITH EMH&T FOR THE ENGINEERING, PLANS, AND PREPARE BID DOCUMENTS FOR THE 2019 WATER MAIN REPLACEMENT PROJECTS, APPROPRIATING FUNDS THEREFORE, AND DECLARING AN EMERGENCY. (FIRST READING 2/11/2019, REQUESTS ADOPTION UPON SECOND READ). --- Luzader. Public Service and Transportation Committee.

Mr. Sampson: The purpose of this legislation is to enter into contract with EMH&T to provide engineering, plans and bid documents for the 2019 water main replacement projects, the scope of work includes replacement of approximately 1,600 linear feet of water main on Rosehill Road and the replacement of approximately 300 linear feet of water main on Rocky Den Court. The Engineers estimate for this project is \$660,000 and the goal is for it to go out to bid in the spring time. The purpose of the emergency is to get the bids together so that we can get it out for bid in the spring time when the weather is more cooperative.

|                  |                                        |                                |
|------------------|----------------------------------------|--------------------------------|
| <b>RESULT:</b>   | <b>REFERRED TO COUNCIL [UNANIMOUS]</b> | <b>Next: 2/11/2019 7:35 PM</b> |
| <b>MOVER:</b>    | Brett Luzader, Ward 2 Councilmember    |                                |
| <b>SECONDER:</b> | Kristin Bryant, At-Large Councilmember |                                |
| <b>AYES:</b>     | Luzader, Baker, Bryant, Skinner        |                                |

ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO CONTRACT WITH EMH&T FOR THE ENGINEERING AND MANAGEMENT OF SEWER LINE CCTV AND MANHOLE INSPECTIONS. --- Luzader. Public Service and Transportation Committee.

Mr. Sampson: The purpose of this legislation is to enter into contract with EMH&T to provide engineering services and management of the CCTV of the trunk sewers that run along Blacklick Creek and French Run. The cost is \$88,552.00.

Minutes Acceptance: Minutes of Feb 11, 2019 7:32 PM (Approval of Minutes)

MINUTES COMMITTEE MEETING  
REYNOLDSBURG PUBLIC SERVICE AND TRANSPORTATION COMMITTEE  
February 11, 2019

|                  |                                        |                                |
|------------------|----------------------------------------|--------------------------------|
| <b>RESULT:</b>   | <b>REFERRED TO COUNCIL [UNANIMOUS]</b> | <b>Next: 2/11/2019 7:35 PM</b> |
| <b>MOVER:</b>    | Brett Luzader, Ward 2 Councilmember    |                                |
| <b>SECONDER:</b> | Stacie Baker, At-Large Councilmember   |                                |
| <b>AYES:</b>     | Luzader, Baker, Bryant, Skinner        |                                |

ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN INTERGOVERNMENTAL WORKING AGREEMENT WITH FRANKLIN SOIL AND WATER CONSERVATION DISTRICT FOR 2019 AND DECLARING AN EMERGENCY. --- Luzader. Public Service and Transportation Committee.

Mr. Sampson: This legislation covers our annual intergovernmental working agreement with Franklin Soil and Water District. The scope includes the watershed coordination assistance, public outreach and education. We've done it as long as I've been on board. They are an exceptional resource particularly on our stream bank erosion issues in the city and working with us on grants. Great public outreach and working with students in eSTEM.

|                  |                                        |                                |
|------------------|----------------------------------------|--------------------------------|
| <b>RESULT:</b>   | <b>REFERRED TO COUNCIL [UNANIMOUS]</b> | <b>Next: 2/11/2019 7:35 PM</b> |
| <b>MOVER:</b>    | Brett Luzader, Ward 2 Councilmember    |                                |
| <b>SECONDER:</b> | Caleb Skinner, Ward 1 Councilmember    |                                |
| <b>AYES:</b>     | Luzader, Baker, Bryant, Skinner        |                                |

ORDINANCE APPROPRIATING FUNDS FROM UNAPPROPRIATED GENERAL FUND TO AN ACCOUNT IN THE SERVICE DEPARTMENT; AND DECLARING AN EMERGENCY. --- Luzader. Public Service and Transportation Committee.

Mr. Sampson: I'm speaking on behalf of Joe Taggart. This is to move \$3,000 from 595 to 448 other equipment to purchase a Panther Auto Scrubber and please don't ask me what a panther auto scrubber is but if you need I can get that information and forward it to Council members.

|                  |                                        |                                |
|------------------|----------------------------------------|--------------------------------|
| <b>RESULT:</b>   | <b>REFERRED TO COUNCIL [UNANIMOUS]</b> | <b>Next: 2/11/2019 7:35 PM</b> |
| <b>MOVER:</b>    | Brett Luzader, Ward 2 Councilmember    |                                |
| <b>SECONDER:</b> | Stacie Baker, At-Large Councilmember   |                                |
| <b>AYES:</b>     | Luzader, Baker, Bryant, Skinner        |                                |

## LEGISLATION FOR EMERGENCY ADOPTION

### 18-19

ORDINANCE TO AUTHORIZE THE MAYOR TO PURCHASE ONE INTERNATIONAL TRUCK AND RELATED EQUIPMENT FOR THE STREET DEPARTMENT AND REMOVE ONE (1) TRUCK AND RELATED EQUIPMENT FROM THE ASSET LIST AND DECLARING AN EMERGENCY. --- Luzader. Public Service and Transportation Committee.

Minutes Acceptance: Minutes of Feb 11, 2019 7:32 PM (Approval of Minutes)

MINUTES COMMITTEE MEETING  
 REYNOLDSBURG PUBLIC SERVICE AND TRANSPORTATION COMMITTEE  
 February 11, 2019

|                  |                                        |                                |
|------------------|----------------------------------------|--------------------------------|
| <b>RESULT:</b>   | <b>REFERRED TO COUNCIL [UNANIMOUS]</b> | <b>Next: 2/11/2019 7:35 PM</b> |
| <b>MOVER:</b>    | Brett Luzader, Ward 2 Councilmember    |                                |
| <b>SECONDER:</b> | Kristin Bryant, At-Large Councilmember |                                |
| <b>AYES:</b>     | Luzader, Baker, Bryant, Skinner        |                                |

## 19-19

ORDINANCE TO AUTHORIZE THE MAYOR TO PURCHASE ONE FORD F250 4X4 TRUCK AND ACCESSORIES FOR THE STORMWATER DEPARTMENT AND DECLARING AN EMERGENCY. --- Luzader. Public Service and Transportation Committee.

|                  |                                        |                                |
|------------------|----------------------------------------|--------------------------------|
| <b>RESULT:</b>   | <b>REFERRED TO COUNCIL [UNANIMOUS]</b> | <b>Next: 2/11/2019 7:35 PM</b> |
| <b>MOVER:</b>    | Brett Luzader, Ward 2 Councilmember    |                                |
| <b>SECONDER:</b> | Caleb Skinner, Ward 1 Councilmember    |                                |
| <b>AYES:</b>     | Luzader, Baker, Bryant, Skinner        |                                |

## LEGISLATION FOR SECOND READING

ORDINANCE AUTHORIZING CITY AUDITOR TO REMOVE EQUIPMENT FROM THE CITY'S FIXED ASSET LIST. --- Luzader. Public Service and Transportation Committee.

|                  |                                        |                                |
|------------------|----------------------------------------|--------------------------------|
| <b>RESULT:</b>   | <b>REFERRED TO COUNCIL [UNANIMOUS]</b> | <b>Next: 2/11/2019 7:35 PM</b> |
| <b>MOVER:</b>    | Brett Luzader, Ward 2 Councilmember    |                                |
| <b>SECONDER:</b> | Kristin Bryant, At-Large Councilmember |                                |
| <b>AYES:</b>     | Luzader, Baker, Bryant, Skinner        |                                |

RESOLUTION AUTHORIZING PARTICIPATION IN ODOT SALT CONTRACT FOR 2019/2020 --- Luzader. Public Service and Transportation Committee.

|                  |                                        |                                |
|------------------|----------------------------------------|--------------------------------|
| <b>RESULT:</b>   | <b>REFERRED TO COUNCIL [UNANIMOUS]</b> | <b>Next: 2/11/2019 7:35 PM</b> |
| <b>MOVER:</b>    | Brett Luzader, Ward 2 Councilmember    |                                |
| <b>SECONDER:</b> | Caleb Skinner, Ward 1 Councilmember    |                                |
| <b>AYES:</b>     | Luzader, Baker, Bryant, Skinner        |                                |

ORDINANCE TO AUTHORIZE THE MAYOR TO PURCHASE TWO 2019 F-250 FORD TRUCKS AND RELATED EQUIPMENT FOR THE WATER AND WASTEWATER DEPARTMENT AND TRANSFER ONE (1) TRANSIT VAN TO PARKS AND RECREATION DEPARTMENT AND REMOVE RELATED EQUIPMENT FROM THE WATER AND WASTEWATER DEPARTMENT ASSET LIST. --- Luzader. Public Service and Transportation Committee.

Minutes Acceptance: Minutes of Feb 11, 2019 7:32 PM (Approval of Minutes)

MINUTES COMMITTEE MEETING  
REYNOLDSBURG PUBLIC SERVICE AND TRANSPORTATION COMMITTEE  
February 11, 2019

|                  |                                        |                                |
|------------------|----------------------------------------|--------------------------------|
| <b>RESULT:</b>   | <b>REFERRED TO COUNCIL [UNANIMOUS]</b> | <b>Next: 2/11/2019 7:35 PM</b> |
| <b>MOVER:</b>    | Brett Luzader, Ward 2 Councilmember    |                                |
| <b>SECONDER:</b> | Stacie Baker, At-Large Councilmember   |                                |
| <b>AYES:</b>     | Luzader, Baker, Bryant, Skinner        |                                |

LEGISLATION FOR THIRD READING

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: CHANGING THE ZONING DISTRICT OF A +/- 9.08 ACRE PARCEL ON THE EAST SIDE OF WAGGONER ROAD KNOWN AS 1220-1222 WAGGONER RD., REYNOLDSBURG, OH, FROM AR2C, R-1, AND UNZONED DISTRICT TO PND DISTRICT; APPLICANT: METRO DEVELOPMENT LLC. --- Luzader. Public Service and Transportation Committee.

Joe Thomas, Metro Development: Mr Thomas brought along Mr. Andrews from EMH&T to speak on behalf of the traffic study and John Melchi from BIA of Central Ohio to discuss the outlook of the housing industry in Central Ohio. He outlined the facts of why Metro would like to develop this property. He states that the density at 13 units is one of the lowest for the area with average being 16 units per acre. He states that the Master Plan calls for medium density in this area and that the property isn't desirable for single family homes. He notes that traffic isn't ideal but the majority of traffic is generated during pick up and drop off hours of the schools. He states that 4.3 million dollars in TIF revenues would be an appealing aspect to this community because these dollars will be utilized for the immediate area. He reminded Council that there will be turn lanes to the south and sidewalks added. He pointed out the lack of affordable housing as reported by the BIA and MORPC. He stated that no building project has ever been built without opposition. But feels that the project will be good for the City.

Ryan Andrews, EMH&T: Mr. Andrews addressed the traffic study performed by Smart Services. He stated he isn't advocating for or against the development but stated that they followed protocol and everything checked out on their study. He shared that the study called for a southbound turn lane and that EMH&T agrees with this assessment.

John Melchi: Executive Director of Building Industry Association of Central Ohio: He stated that central Ohio has experienced rapid growth. He said wages have also grown in Central Ohio. Issues are that we have not built housing to keep up with this growth. 457,000 units by 2050 is what is forecast to be needed including multi family housing. Multifamily housing is needed for single family and move up housing. Senior rentals are also a hot commodity. Since 1991 there have been 263,000 jobs and 263,000 housing permits showing a correlation between jobs and housing. He said that Fairfield and Licking county may have more of a drastic need for housing. He concluded that the BIA is supportive of this project and asked if there were any further questions.

Michael Powers, 7700 Jordan Crossing: Mr Powers wished to correct questionable statistics. He stated that the traffic on Waggoner Road was dangerous and that the project lacks infrastructure. He

Minutes Acceptance: Minutes of Feb 11, 2019 7:32 PM (Approval of Minutes)

MINUTES COMMITTEE MEETING  
 REYNOLDSBURG PUBLIC SERVICE AND TRANSPORTATION COMMITTEE  
 February 11, 2019

presented a petition with 566 signatures in opposition to the project. He concluded with roads before roofs and safety before structure.

Jeff Porter, 7825 Quarry Cliff Court: He stated that he was for multi family and was all for development. But he was not for shady back room last minute meetings. He pointed out that Taylor Road was wider with curbs. He stated that Mr. M's stat's were wrong. He said there was a shortage of 14,000 of houses in Columbus. He said there was talk about affordable housing but use the density requirements. He said on 9/16 is when the PND changes passed and the application for metro was received on 9/20. He said that the application shouldn't have been accepted.

Mike O'Sullivan, 7802 Quarry Cliff Court: He stated he listed the reasons why as a homeowner he was opposed to the apartments on Waggoner Road. He thanked his fellow residents for coming forward. He stated that he thought that the Development Director and Council members really cared about homeowners, but feels that they support the Developers. He wanted to thank those members on council that do support the homeowners and that he will support those members.

Shannon Mills Aster Court SW Etna 43062, daughter in law of current property owners. She stated that the current use no longer fits the area but the new project would fit well. She stated that it fits the comprehensive plan and land use. She said the project accommodates handicapped accessible residents and generates over 4 million dollars in TIF revenue that can be spent on area infrastructure.

Heater Wilson, 32 Christy Lee Drive Pataskala 43062: She stated that part of her childhood home was sold to Coronado Woods, and other parts of the property were surrounded by manufactured homes, a church, the VFW and homes. She stated that progress is inevitable and that housing is needed. The farm no longer conforms to the land use of the area but that the Bentley House project conforms and meets the requirements of the Comprehensive Plan. She also stated that the TIF money that would be generated would only occur if the project was built, no project, no money. She concluded that her family supported change and wishes for the development to occur. On behalf of Sharron Mills.

Sarah Reed, 7823 Jordan Crossing: Ms. Reed stated that she is not against apartments and development, but what they are for is the right development at the right place at the right time. She said that the CMP cited that we don't have an identity, big box entities, vacant space downtown, no jobs for youth. She continued with other points in the CMP, nor does it align with the leading statement in the Zoning Code. She said that the city has a higher percentage of renters and that more non owner occupancy is not a high need or want. She feels that there has not been adequate review and that Reynoldsburgs best place would be along Main Street and Brice Road.

Wally Wilson, 7354 Fox Run Street Pickerington 43147: Mr. Wilson grew up on the property on Waggoner Road and states that with a trailer park on one side, apartments on another, church and VFW on others that this project does conform with the area. He feels that this project will not cause the traffic that people anticipate.

Minutes Acceptance: Minutes of Feb 11, 2019 7:32 PM (Approval of Minutes)

MINUTES COMMITTEE MEETING  
 REYNOLDSBURG PUBLIC SERVICE AND TRANSPORTATION COMMITTEE  
 February 11, 2019

Charlie Wilson 12224 Woodfield Circle East Pickerington 43147: Mr. Wilson pointed out that people want affordable housing in Reynoldsburg, because of the proximity to Columbus, Amazon, and the Limited. He states that yes, the traffic does get busy, but only at certain times. He states that the Bentley house will generate TIF money, which will help pay for infrastructure and generate income tax revenue. Without Bentley house there would be no sidewalks nor TIF dollars. He said this project will be adding a walking path and greenspace/pond. It will help create a safer walk to old Reynoldsburg. He stated that 150 apartments would generate just as many cars as 150 apartment homes.

Amy DeNoncouv 7600 S. Oakbrook Drive: Amy stated that Metro's proposed fixes are not enough to address the issues that residents address. She stated that the random existing farm land was something that neighbors like to see. She said that even if we could fix Waggoner road there are other jurisdictions that have to participate which makes it a challenge.

Steve Cook: Says this project does not meet the eye test, and the smell test. He urges Council to vote against the project

Mr. Luzader read the definition of the purpose of the Planned Neighborhood Development (from the Zoning Code). He stated whether it gets passed or not, he was in discussions to get funding for Waggoner Road. He then asked for comments from the Committee or Council.

Mr. Cotner stated that everyone who was in favor of this, doesn't have a Reynoldsburg address. He said they are not neighbors. He said that if there is funding available, then great. He said Waggoner road should be a priority and not rely on the hope that a grant comes through. He agrees that property doesn't fit what it used to be but Waggoner Road isn't a farm/country road and that we need to consider that.

Mr. Clemens stated that Council needs to make the decision and that "we can just drag this on". He said he agreed that there needs to be housing but let them go to Pataksala. If it's so important to build apartments then build them but go out to 310 where they're building big homes. He said there's plenty of places for people to buy and live so he's not sure that now is the time to add additional problems. He said he's not against them but needs to look at improving the roads. What can we do for the whole community and move forward.

Ms. Bryant: Thanked the audience for coming and that she agrees that the residents are in opposition and the people for the project aren't residents. She she is troubled because Waggoner Road has been a problem longer than this project has been pending. She said that years back there were children walking on this road to school when bussing to the schools were an issue. She said grant proposals shouldn't be a plan B for Waggoner Road and as Broad Street becomes more of a problem, so Waggoner road becomes more of a problem. She asked Mr. Cicak if the TIF figures were accurate.

Minutes Acceptance: Minutes of Feb 11, 2019 7:32 PM (Approval of Minutes)

MINUTES COMMITTEE MEETING  
 REYNOLDSBURG PUBLIC SERVICE AND TRANSPORTATION COMMITTEE  
 February 11, 2019

Mr. Cicak stated they were but that it is 7 million to repair Waggoner road. That we just bonded a community center. He stated that the TIF money was good but it wasn't going to be enough to fix Waggoner road.

Ms. Bryant continued that she was not trying to send a message that we're closed for business but that she didn't want to send the message that we were concerned about safety.

Mr. Baker stated that it was a good product, however this cannot overrule safety. He stated that he was in favor of the Taylor Road project over this project and does believe that there needs to be affordable housing but he just can't put this project over safety. He concluded that sidewalks need to be addressed on Waggoner Road.

Mr. Clemens stated that sidewalks, the property owner is responsible for putting in a replacing them. He says we could force sidewalks on the homeowners on Waggoner road.

Mr. Luzader moved recommendation for denial

|                |                                     |                                |
|----------------|-------------------------------------|--------------------------------|
| <b>RESULT:</b> | <b>REFERRED TO COUNCIL [3 TO 1]</b> | <b>Next: 2/11/2019 7:35 PM</b> |
| <b>MOVER:</b>  | Brett Luzader, Ward 2 Councilmember |                                |
| <b>AYES:</b>   | Luzader, Baker, Bryant              |                                |
| <b>NAYS:</b>   | Skinner                             |                                |

Minutes Acceptance: Minutes of Feb 11, 2019 7:32 PM (Approval of Minutes)

**Service Department****Bill Sampson****7232 E. Main Street****Reynoldsburg OH 43068****614-322-6884 Phone****ORDINANCE REQUEST****DATE: February 25, 2019****TO: Public Service and Transportation Committee**

**RE: ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO CONTRACT WITH EMH&T FOR THE ENGINEERING, PLANS, AND PREPARE BID DOCUMENTS FOR THE 2019 WATER MAIN REPLACEMENT PROJECTS, APPROPRIATING FUNDS THEREFORE, AND DECLARING AN EMERGENCY (FIRST READING 2/11/2019, REQUEST ADOPTION UPON SECOND READ.**

Approval:

|                           |                       |                            |
|---------------------------|-----------------------|----------------------------|
| Completed<br>Brad McCloud | Completed<br>Jed Hood | Completed<br>Stephen Cicak |
|---------------------------|-----------------------|----------------------------|

Emergency/Suspension: Emergency

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

Statement of necessity: To be able to go out for bid in the spring and begin work in the summer, 2019.

Request legislation for the Mayor to accept proposal with EMH&T, 5500 New Albany Road, Columbus, Ohio 43054 for the engineering, plans, prepare bid document, supply bid documents for distribution, advertise for bids received and preparation of bid tabs for the 2019 Water Main Replacement Projects for a contract amount of \$48,962.00.

Request appropriation of \$48,962.00 from Water CIP Account 710.000.0000.5621 to account 710.000.0171.5621.



Engineers, Surveyors, Planners, Scientists

4.a.a

January 22, 2019

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

**Subject:** Water Main Replacement Projects for Roselawn Avenue and Rocky Den Court  
Proposal for Survey, Design, and Bidding Services

Dear Mr. Sampson,

EMH&T is pleased to present a proposal for survey, detailed engineering, and bidding services for the Water Main Replacement Projects on Roselawn Avenue (CIP No. W-1) and Rocky Den Court (Part of CIP No. W-8). Both of these projects have been identified as critical needs on the City's Capital Improvement Plan due to the age of pipe and multiple previous water main breaks. The improvements will include the following:

- Replacement of approximately 1,600 linear feet of water main on Rosehill Road.
- Replacement of approximately 300 linear feet of water main on Rocky Den Court.
- The project will include multiple water main tie-ins on the side streets and the replacement / reconnection of private water services within these two project corridors.
- Approximately 6 fire hydrants will be replaced as part of the projects

These projects will be designed and bid as one plan set to maximize the economy of scale, resulting in a lower cost to the City than if they were designed and bid separately. The anticipated total project cost for the improvements proposed is approximately \$660,000 as outlined in the attached preliminary opinions of probable cost.

#### **SCOPE OF SERVICES**

EMH&T will provide surveying, engineering, and bidding services necessary to prepare construction plans and specifications these improvements. The scope of services will include:

##### **1. Survey**

- a. Survey – Horizontal and vertical control will be established for a basis of design and construction. Topography necessary for the design will be acquired within or directly adjacent to the established right-of-way. Survey will be obtained on the State Plane Coordinate System and NAVD 88 vertical datum.
- b. It is anticipated that full survey of the right-of-way corridor will be necessary to fully characterize all of the underground utilities in the corridor. Additionally, this will allow greater flexibility in design by increasing the number of potential alignments for consideration. This will also allow us to obtain survey coordinates on the existing water services that will be replaced as part of this project.

##### **2. Preliminary Engineering (60% Plans)**

- a. Review of existing site conditions, Record Plans, and GIS information.

- b. Creation of an electronic base map that is developed using topographic survey, GIS, record plan, and OUPS data.
- c. Horizontal Alignment Review – Once the electronic base map is prepared, EMH&T will evaluate feasible alignment alternatives and coordinate with the City to identify a preferred alignment. Several factors will guide the selection of the best alignment alternative including:
  - i. Existing public and private utilities
  - ii. Right-of-way and easement boundaries
  - iii. 10-State Standards for Water Distribution Facilities
  - iv. City of Reynoldsburg Standards
  - v. Construction maintenance of traffic considerations

EMH&T will meet with the Water and Wastewater Department to review / discuss the alignment options and select a preferred alternative, which will be the basis for preliminary plans.

- d. Preliminary Plans (60%) – These plans will illustrate the preliminary overall improvements for the waterline replacement improvement. EMH&T will meet with City staff to present the 60% design and again to discuss comments compiled by City staff upon completion of the review. An opinion of probable construction cost will also be presented. The 60% design will be provided to private utility owners to allow them to determine extent of impact from the proposed improvements.

### 3. Final Engineering

- a. EMH&T will incorporate City and private utility company comments into the final engineering design.
- b. Develop sedimentation and erosion control details and requirements for the improvement.
- c. Prepare final Maintenance of Traffic Plans and construction phasing based on comments received from the City.
- d. Pre-Final Plans (90%) – These plans will represent the near completion of the design phase of the project. EMH&T will meet with the City to review the 90% submission and again upon completion of the City's review to discuss comments. Updated plans will be provided to the utility owners to allow for final determination of impact and to allow their relocation design to begin (if required). An updated opinion of probable construction cost will be provided as well.
- e. Final Plans (100%) – Final plans will be provided to the City for signature approval. These will have all comments (from all applicable reviewers) from the 90% submission addressed. A final opinion of probable construction cost will also be provided.

### 4. Bidding

- a. We 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 15 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

The Scope of Services does not include inspection services during the construction phase or any efforts subsequent to the awarding of the Contract. Items specifically not included within the scope of this proposal include: construction inspection, construction administration, land appraisal, land acquisition assistance, private utility relocation design, or environmental permitting. A proposal for construction administration and

inspection services will be provided to the City when plans are completed and the project is ready for bidding.

#### **Deliverables:**

In conjunction with the services described herein, the following deliverables are planned:

- **Alignment Alternative Review**
  - Exhibits showing potential alignments with other utilities, critical maintenance of traffic areas, and other decision factors shown
  - Exhibit showing final preferred alignment at the completion of the alignment review with the City
- **60% Plan Submission**
  - 2 - Plan Sets
  - Utility Submission (Number TBD)
  - 60% Opinion of Probable Construction Cost
- **90% Plan Submission**
  - 2 – Plan Sets
  - Utility Submission (Number TBD)
  - 90% Opinion of Probable Construction Cost
- **Final Plan Submission**
  - 1- Plan set with mylar cover
  - Utility Submission (Number TBD)
  - Final Opinion of Probable Construction Cost
- **Bidding**
  - 15 Plan sets and bid document books
  - Addenda, If necessary
  - Formal bid tabulation
  - Letter of award recommendation

#### **SCHEDULE**

We are prepared to begin work identified in this proposal immediately upon receipt of Notice to Proceed. Upon receiving authorization, we will develop a detailed project schedule and conduct a kick-off meeting with the City.

#### **FEE**

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

| <b>Description of Service/Task</b>  | <b>Fee</b>      |
|-------------------------------------|-----------------|
| Surveying                           | \$7,430         |
| Preliminary Engineering (60% Plans) | \$22,750        |
| Final Engineering (100% Plans)      | \$14,972        |
| <u>Bidding</u>                      | <u>\$3,810</u>  |
| <b>TOTAL FEE</b>                    | <b>\$48,962</b> |

These fees will not be exceeded without prior authorization from the City of Reynoldsburg. Should this scope increase to incorporate additional improvements, additional fees may be necessary to cover the cost of professional services.

January 21, 2019

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 M. Andrews, PE

**Acceptance and Authorization to Proceed:**

**APPROVED – CITY OF REYNOLDSBURG, OHIO**

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
PO Number

\_\_\_\_\_  
Print Name/Date

Copy: Paul Hellman, City of Reynoldsburg

Attachment: Preliminary Opinions of Probable Cost (2 Sheets)

Attachment: EMH&T Proposal (2019 Water Main Replacement Projects)

**OPINION OF PROBABLE CONSTRUCTION COST  
CITY OF REYNOLDSBURG, OHIO  
WATER MAIN REPLACEMENT PROJECT  
FOR  
ROCKY DEN COURT (ROCKY DEN ROAD TO END)  
1-Jun-17**

| Ref | Spec | Item No. | Description                                                                                                | Quantity | Units | Unit Cost  | Item Cost   |
|-----|------|----------|------------------------------------------------------------------------------------------------------------|----------|-------|------------|-------------|
| 1   | CMSC | 207      | Sedimentation and Erosion Control                                                                          | 1        | L.S.  | \$1,500.00 | \$1,500.00  |
| 1   | CMSC | 259      | Permanent Pavement Replacement, Type 2B, Per R-2                                                           | 170      | S.Y.  | \$120.00   | \$20,400.00 |
| 2   | CMSC | 259*     | Permanent Pavement Replacement, Type 3A, Per R-3                                                           | 25       | S.Y.  | \$80.00    | \$2,000.00  |
| 3   | CMSC | 259*     | Permanent Pavement Replacement, Type 3B, Per R-3                                                           | 25       | S.Y.  | \$65.00    | \$1,625.00  |
| 4   | CMSC | 608      | Remove and Replace Concrete Sidewalk (Full Panel at Water Service Locations), Per R-9                      | 100      | S.F.  | \$11.00    | \$1,100.00  |
| 5   | CMSC | 609      | Remove and Replace Straight 18" Curb (Spot Repairs), Per R-8                                               | 50       | L.F.  | \$50.00    | \$2,500.00  |
| 6   | ODOT | 614      | Maintenance of Traffic                                                                                     | 1        | L.S.  | \$3,000.00 | \$3,000.00  |
| 7   | CMSC | 623      | Construction Layout Stakes                                                                                 | 1        | L.S.  | \$3,500.00 | \$3,500.00  |
| 8   | CMSC | 653      | Topsoil, Furnished and Placed (D=3", Typ.)                                                                 | 10       | C.Y.  | \$55.00    | \$550.00    |
| 9   | CMSC | 659      | Seeding and Mulching, Per Plan                                                                             | 115      | S.Y.  | \$2.50     | \$287.50    |
| 10  | CMSC | 801      | 8-in Ductile Iron Water Main and Appurtenances with Bedding and Granular Backfill Per WA-1 and CMSC 801.11 | 180      | L.F.  | \$135.00   | \$24,300.00 |
| 11  | CMSC | 801      | 6-in Ductile Iron Water Main and Appurtenances with Bedding and Granular Backfill Per WA-1 and CMSC 801.11 | 75       | L.F.  | \$125.00   | \$9,375.00  |
| 12  | CMSC | 801*     | Ductil Iron Fittings, Increase or Decrease                                                                 | 200      | Lbs.  | \$2.50     | \$500.00    |
| 13  | CMSC | 802      | 8-in Water Valve with HD Box, Per WA-9                                                                     | 1        | Ea.   | \$1,250.00 | \$1,250.00  |
| 14  | CMSC | 802      | 6-in Water Valve with HD Box, Per WA-9                                                                     | 1        | Ea.   | \$1,200.00 | \$1,200.00  |
| 15  | CMSC | 805      | 3/4-in Water Service, Transferred (Long) w/New Service Box, Per WA-4                                       | 4        | Ea.   | \$2,250.00 | \$9,000.00  |
| 16  | CMSC | 805      | 3/4-in Water Service, Transferred (Short) w/New Service Box, Per WA-4                                      | 4        | Ea.   | \$1,850.00 | \$7,400.00  |
| 17  | CMSC | 808      | Cut and Plug Existing 2-in Water Main                                                                      | 1        | Ea.   | \$500.00   | \$500.00    |
| 18  | CMSC | 809      | Fire Hydrant, Type A, Per WA-10                                                                            | 1        | Ea.   | \$3,500.00 | \$3,500.00  |
| 19  | CMSC | 811*     | Increase or Decrease in Excavation and Backfill                                                            | 200      | C.Y.  | \$25.00    | \$5,000.00  |
| 20  | CMSC | SPEC     | Water Coordinate Table                                                                                     | 1        | L.S.  | \$1,000.00 | \$1,000.00  |

CONSTRUCTION SUBTOTAL = **\$99,487.50**

CONTINGENCY (12%) = **\$11,938.50**

OPINION OF PROBABLE CONSTRUCTION COST = **\$111,426.00**

SURVEY, ENGINEERING AND BIDDING (15%) = **\$14,923.13**

CONSTRUCTION SERVICES (10%) = **\$9,948.75**

OPINION OF PROBABLE PROJECT COST = **\$136,297.88**

PREPARED BY: **CMY**

CHECKED BY: **RMA**

CHECKED DATE: **5/24/17**

Attachment: EMH&T Proposal (2019 Water Main Replacement Projects)

**OPINION OF PROBABLE CONSTRUCTION COST  
CITY OF REYNOLDSBURG, OHIO  
WATER MAIN REPLACEMENT PROJECT  
FOR  
ROCKY DEN COURT (ROCKY DEN ROAD TO END)  
1-Jun-17**

| Ref | Spec | Item No. | Description                                                                                                | Quantity | Units | Unit Cost  | Item Cost   |
|-----|------|----------|------------------------------------------------------------------------------------------------------------|----------|-------|------------|-------------|
| 1   | CMSC | 207      | Sedimentation and Erosion Control                                                                          | 1        | L.S.  | \$1,500.00 | \$1,500.00  |
| 1   | CMSC | 259      | Permanent Pavement Replacement, Type 2B, Per R-2                                                           | 170      | S.Y.  | \$120.00   | \$20,400.00 |
| 2   | CMSC | 259*     | Permanent Pavement Replacement, Type 3A, Per R-3                                                           | 25       | S.Y.  | \$80.00    | \$2,000.00  |
| 3   | CMSC | 259*     | Permanent Pavement Replacement, Type 3B, Per R-3                                                           | 25       | S.Y.  | \$65.00    | \$1,625.00  |
| 4   | CMSC | 608      | Remove and Replace Concrete Sidewalk (Full Panel at Water Service Locations), Per R-9                      | 100      | S.F.  | \$11.00    | \$1,100.00  |
| 5   | CMSC | 609      | Remove and Replace Straight 18" Curb (Spot Repairs), Per R-8                                               | 50       | L.F.  | \$50.00    | \$2,500.00  |
| 6   | ODOT | 614      | Maintenance of Traffic                                                                                     | 1        | L.S.  | \$3,000.00 | \$3,000.00  |
| 7   | CMSC | 623      | Construction Layout Stakes                                                                                 | 1        | L.S.  | \$3,500.00 | \$3,500.00  |
| 8   | CMSC | 653      | Topsoil, Furnished and Placed (D=3", Typ.)                                                                 | 10       | C.Y.  | \$55.00    | \$550.00    |
| 9   | CMSC | 659      | Seeding and Mulching, Per Plan                                                                             | 115      | S.Y.  | \$2.50     | \$287.50    |
| 10  | CMSC | 801      | 8-in Ductile Iron Water Main and Appurtenances with Bedding and Granular Backfill Per WA-1 and CMSC 801.11 | 180      | L.F.  | \$135.00   | \$24,300.00 |
| 11  | CMSC | 801      | 6-in Ductile Iron Water Main and Appurtenances with Bedding and Granular Backfill Per WA-1 and CMSC 801.11 | 75       | L.F.  | \$125.00   | \$9,375.00  |
| 12  | CMSC | 801*     | Ductil Iron Fittings, Increase or Decrease                                                                 | 200      | Lbs.  | \$2.50     | \$500.00    |
| 13  | CMSC | 802      | 8-in Water Valve with HD Box, Per WA-9                                                                     | 1        | Ea.   | \$1,250.00 | \$1,250.00  |
| 14  | CMSC | 802      | 6-in Water Valve with HD Box, Per WA-9                                                                     | 1        | Ea.   | \$1,200.00 | \$1,200.00  |
| 15  | CMSC | 805      | 3/4-in Water Service, Transferred (Long) w/New Service Box, Per WA-4                                       | 4        | Ea.   | \$2,250.00 | \$9,000.00  |
| 16  | CMSC | 805      | 3/4-in Water Service, Transferred (Short) w/New Service Box, Per WA-4                                      | 4        | Ea.   | \$1,850.00 | \$7,400.00  |
| 17  | CMSC | 808      | Cut and Plug Existing 2-in Water Main                                                                      | 1        | Ea.   | \$500.00   | \$500.00    |
| 18  | CMSC | 809      | Fire Hydrant, Type A, Per WA-10                                                                            | 1        | Ea.   | \$3,500.00 | \$3,500.00  |
| 19  | CMSC | 811*     | Increase or Decrease in Excavation and Backfill                                                            | 200      | C.Y.  | \$25.00    | \$5,000.00  |
| 20  | CMSC | SPEC     | Water Coordinate Table                                                                                     | 1        | L.S.  | \$1,000.00 | \$1,000.00  |

CONSTRUCTION SUBTOTAL = **\$99,487.50**

CONTINGENCY (12%) = **\$11,938.50**

OPINION OF PROBABLE CONSTRUCTION COST = **\$111,426.00**

SURVEY, ENGINEERING AND BIDDING (15%) = **\$14,923.13**

CONSTRUCTION SERVICES (10%) = **\$9,948.75**

OPINION OF PROBABLE PROJECT COST = **\$136,297.88**

PREPARED BY: **CMY**

CHECKED BY: **RMA**

CHECKED DATE: **5/24/17**

Attachment: EMH&T Proposal (2019 Water Main Replacement Projects)

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

---

**DATE: February 25, 2019****TO: Public Service and Transportation Committee****RE: ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN INTERGOVERNMENTAL WORKING AGREEMENT WITH FRANKLIN SOIL AND WATER CONSERVATION DISTRICT FOR 2019 AND DECLARING AN EMERGENCY.**

---

Approval:

|                           |                       |                          |
|---------------------------|-----------------------|--------------------------|
| Completed<br>Brad McCloud | Completed<br>Jed Hood | Skipped<br>Stephen Cicak |
|---------------------------|-----------------------|--------------------------|

Emergency/Suspension: Emergency

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

Statement of necessity: This legislation will authorize an agreement with the Franklin Soil and Water Conservation District for 2019. Emergency language is requested in order to get the agreement signed by both parties as soon as possible.

Please see the attached agreement for all of the relevant information.



# Franklin Soil and Water Conservation District

*Creating Conservation Solutions for Over 70 Years*

## 2019 Intergovernmental Working Agreement with City of Reynoldsburg

This working agreement covers a reporting period starting January 1, 2019 and expires on December 31, 2019. The agreement is subject to the limitations of authorities, resources and policies of the Franklin Soil and Water Conservation District and the City of Reynoldsburg (the City).

### **Franklin Soil & Water will provide the following services for the City:**

#### **Watershed Coordination for Big Walnut Watershed**

##### **1) Staff will provide watershed coordination assistance including:**

- In coordination with the City, write grants and secure funding for implementation projects in Headwaters Blacklick Creek watershed and the City of Reynoldsburg to help reduce the negative impacts of the streams in this watershed in the City of Reynoldsburg and enhance their positive contributions.
- Pursue implementing stormwater runoff mitigation projects and other restoration efforts in the Dysart Run watershed particularly.
- Assist in reviewing legislation and regulations related to stream impacts on landowners and stormwater.
- Assist with promoting Community Backyards and Rain Garden Cost Share including a display at the tomato festival.
- Highlight as appropriate stormwater mitigation and stream restoration projects in Reynoldsburg through written materials, presentations and tours.
- Process Water Quality Partner Pledges and provide information to the City of Reynoldsburg.
- Provide assistance to residents as requested and appropriate.



- Assist with compiling the Annual Report to Ohio EPA for 2018. This will include providing guidance, gathering materials and entering data into the OEPA database as needed and requested.
- Provide an overview of permit requirements and assist with an abbreviated audit of current operations.

### **Minimum Control Measure No. 1 & 2:**

#### **Public Education and Outreach; Public Participation and Involvement**

- 1) Provide newsletter articles and social media text to Keith Kundtz and Bill Sampson.
- 2) Contact 713 (7130/2/5) students K-12 through educational programs and materials. Education programs are targeted to stormwater and water quality. Work with City staff to increase contacts and programming within Reynoldsburg Schools.
- 3) Provide the City with Water Quality Partnership materials to reach out to City businesses. Franklin Soil and Water will provide program information, pledge form, draft press release and text for promoting the program and window clings for the City to use.
- 4) Support developer outreach through Franklin Soil and Water Conservation District. The City will receive recognition in our Urban Review Newsletter that goes out about three times a year, in advertising for webinars and stormwater roundtables about 5 times a year. We will be sure to provide the MS4 community with a progress report for their Annual Report.
- 5) Staff will implement community backyard conservation incentive program. Participating residents will attend a storm water education workshop or participate in an online presentation. For their participation they will be eligible to receive a \$50.00 reimbursement for a rain barrel, compost bin or trees and plants. Up to 30 reimbursements will be available to residents. This program will be promoted at one community workshop. Also promote rain gardens and offer up to 2 rain garden cost shares for residents, schools or businesses.

### **Minimum Control Measure No. 3:**

#### **Illicit Discharge Detection and Elimination**

Provide assistance in reassessing sites with missing information for HSTS systems that had inconsistent findings during field review in 2018.

### **Minimum Control Measure No. 6:**

#### **Good Housekeeping**

Provide a Good Housekeeping Workshop to the City staff.



**Compensation:**

4.b.a

The City shall compensate Franklin Soil and Water in the form of a grant in the amount of \$19,000. Funds will be expended as needed to meet the grant agreement and support Soil and Water's current mission and goals.

A list of services provided will be maintained by Franklin Soil and Water. A biannual report shall be provided to the City that will include: Activities completed in that 6-month period; and comparison of services provided and services anticipated.

In the event that assistance exceeds or is less than the estimated numbers for programs provided, the next year's grant will be adjusted accordingly to compensate for the previous year's numbers. Franklin Soil and Water reserves the right to request additional support for the current year if a request from the City is outside of this grant agreement and cannot be met with existing resources. If both parties agree that the amount of assistance provided is on target or close to target, the next year's grant will be calculated solely on anticipated assistance needed.

**It is Mutually Agreed:**

That Franklin Soil and Water is a conservation technical and educational service agency and therefore is not granted regulatory authority in the Ohio Revised Code.

That the City and Franklin Soil and Water will meet when necessary to review and coordinate activities and programs related to working agreement.

That credit will be given jointly to Franklin Soil and Water and the City on products developed as part of this working agreement.

That this working agreement may be amended or terminated at any time by mutual consent of both parties, and that the agreement may be terminated by either party giving sixty (60) days notice in writing to the other.

**SIGNATURES**

The signatures below certify consent on the above agreement.

FRANKLIN SOIL AND WATER CONSERVATION DISTRICT

|                    |                |               |
|--------------------|----------------|---------------|
| _____<br>Signature | _____<br>Title | _____<br>Date |
|--------------------|----------------|---------------|

CITY OF REYNOLDSBURG

|                    |                |               |
|--------------------|----------------|---------------|
| _____<br>Signature | _____<br>Title | _____<br>Date |
|--------------------|----------------|---------------|



**ESTIMATED COSTS FOR REYNOLDSBURG GRANT**

| <b>ACTIVITY</b>                          |                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Cost Estimate</b>        |
|------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| Watershed Coordination Support           | Provide support for watershed projects to benefit water quality, stream function and stormwater management in Reynoldsburg.                                                                                                                                                                                                                                                                                        | <b>\$8,200</b>              |
| Stormwater Program Management Assistance | Under watershed coordinator duties provide assistance in complying with Ohio EPA permit and submitting Annual Report                                                                                                                                                                                                                                                                                               | <b>\$2,500</b>              |
| Student Programming Contacts             | Stormwater education programming provided to 713 students.                                                                                                                                                                                                                                                                                                                                                         | <b>\$3,150</b>              |
| Water Quality Partnership                | Provide program materials to Reynoldsburg and support to business completing pledges.                                                                                                                                                                                                                                                                                                                              | <b>\$350</b>                |
| Developer Outreach                       | Support and receive credit for developer outreach efforts through Franklin Soil and Water.                                                                                                                                                                                                                                                                                                                         | <b>\$1,200</b>              |
| Community Backyards                      | Promote community backyards program within the City of Reynoldsburg, through website, press release, and social media. Up to 30 rebates and two \$250.00 rain garden cost shares will be made available. One workshop will also be organized and advertised in partnership with the City.<br><br>(\$1,500 for rebates, \$500 for rain garden cost share, \$600 for workshop and \$1000 for program administration) | <b>\$3,600</b>              |
| Good Housekeeping Workshop               | Develop and provide a good housekeeping workshop to City of Reynoldsburg staff.                                                                                                                                                                                                                                                                                                                                    | <b>Carry over from 2018</b> |
| <b>TOTAL</b>                             |                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>\$19,000</b>             |



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

---

**DATE:** February 25, 2019**TO:** Public Service and Transportation Committee**RE:** Trade in value and quote for new machine is valid for 30 days.

---

Approval:

|                           |                       |                            |
|---------------------------|-----------------------|----------------------------|
| Completed<br>Brad McCloud | Completed<br>Jed Hood | Completed<br>Stephen Cicak |
|---------------------------|-----------------------|----------------------------|

Emergency/Suspension: Emergency

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

Authorization to Appropriate \$3000.00 from 110.595.5361 Building Repair Maintenance to 110.595.5639 Other Equipment. Funds will be used for purchase of new auto scrubber. Current auto scrubber is inadequate and will be using as trade in for new.

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


---

**DATE:** February 25, 2019

**TO:** Public Service and Transportation Committee

**RE:** ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO  
CONTRACT WITH EMH&T FOR THE ENGINEERING AND  
MANAGEMENT OF SEWER LINE CCTV AND MANHOLE  
INSPECTIONS.

---

Approval:

|                           |                       |                            |
|---------------------------|-----------------------|----------------------------|
| Completed<br>Brad McCloud | Completed<br>Jed Hood | Completed<br>Stephen Cicak |
|---------------------------|-----------------------|----------------------------|

Request legislation for the Mayor to accept proposal with EMH&T, 5500 New Albany Road, Columbus, Ohio 43054 for the engineering, management of sewer main CCTV, reviewing of CCTV videos and manhole inspections.

This scope of work includes closed circuit televising (CCTV) of the trunk sewers that run along Blacklick Creek and French Run.

Manhole inspections will be performed as a portion of the City's Sanitary Sewer Collection System.

Request authorization to proceed with this proposal in the amount of \$88,552.00 from account 720.736.5365.

**Street/Stormwater Department****Keith Kundtz****614-322-5800 Phone****ORDINANCE REQUEST****DATE: February 25, 2019****TO: Public Service and Transportation Committee****RE: ORDINANCE AUTHORIZING CITY AUDITOR TO REMOVE EQUIPMENT  
FROM THE CITY'S FIXED ASSET LIST.**

Approval:

|                           |          |                            |
|---------------------------|----------|----------------------------|
| Completed<br>Brad McCloud | Jed Hood | Completed<br>Stephen Cicak |
|---------------------------|----------|----------------------------|

AUTHORIZING CITY AUDITOR TO REMOVE EQUIPMENT FROM THE CITY'S FIXED  
ASSET LIST AND BE AUCTIONED OR DISPOSED OF.

#1707 Coats 5050 tire changer

#2090 John Bean tire balancer

#1404 A/C vacuum pump

#1609 computer

#C00088 monitor

#1592 Ford F150 1999 (unit 563) 1FTZF1729XNB86766

#2053 GMC S15 2003 (unit 105) 1GTCS14H138239723

#1343 S10 1997 (unit 318) 1GCCS14X0VK182458

**Street/Stormwater Department****Keith Kundtz****614-322-5800 Phone****ORDINANCE REQUEST**

---

**DATE: February 25, 2019****TO: Public Service and Transportation Committee****RE: RESOLUTION AUTHORIZING PARTICIPATION IN ODOT WINTER  
SALT CONTRACT FOR 2019/2020**

---

Approval:

|                           |                       |                            |
|---------------------------|-----------------------|----------------------------|
| Completed<br>Brad McCloud | Completed<br>Jed Hood | Completed<br>Stephen Cicak |
|---------------------------|-----------------------|----------------------------|

The State salt bid normally posts at the end of April and requires a signed response by the middle of May to participate. Given the passed extreme emergency's I ask that we pass this open agreement and be authorized to fill in the contract number and quantity later. On average we bid 1400 to 1800 tons of salt and anticipate the same for next season.

## RESOLUTION AUTHORIZING PARTICIPATION IN THE ODOT WINTER CONTRACT (      ) FOR ROAD SALT

**WHEREAS**, the (City of Reynoldsburg) (hereinafter referred to as the “Political Subdivision”) hereby submits this written agreement to participate in the Ohio Department of Transportation’s (ODOT) annual winter road salt bid (      ) in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT winter road salt contract:

- a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the winter road salt contract and acknowledges that upon of award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and
- b. The Political Subdivision hereby acknowledges that upon the Director of ODOT’s signing of the winter road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT winter road salt contract and agrees to hold the Department of Transportation harmless for any claims, actions, expenses, or other damages arising out of the Political Subdivision’s participation in the winter road salt contract; and
- d. The Political Subdivision hereby requests through this participation agreement a total of (      ) tons of Sodium Chloride (Road Salt) of which the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and
- e. The Political Subdivision hereby agrees to purchase a minimum of 90% of its above-requested salt quantities from its awarded salt supplier during the contract’s effective period of      through      ; and
- f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT winter salt contract; and
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later the      . The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: [Contracts.Purchasing@dot.ohio.gov](mailto:Contracts.Purchasing@dot.ohio.gov) by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision’s participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision’s participation agreement and/or a Political Subdivision’s request to rescind its participation agreement.

**NOW, THEREFORE**, be it ordained by the following authorized person(s) that this participation agreement for the ODOT winter road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT winter salt contract:

|  |                        |  |               |
|--|------------------------|--|---------------|
|  | (Authorized Signature) |  | Approval Date |
|  | (Authorized Signature) |  | Approval Date |
|  | (Authorized Signature) |  | Approval Date |
|  | (Authorized Signature) |  | Approval Date |
|  | (Authorized Signature) |  | Approval Date |

**PLEASE NOTE: THE DEPARTMENT WILL NOT ACCEPT TYPED SIGNATURES. PARTICIPATION AGREEMENTS SUBMITTED WITH TYPED SIGNATURES WILL BE INVALID AND INELIGIBLE FOR APPROVAL. YOU CANNOT SUBMIT A WORD DOCUMENT VERSION OF THIS PARTICIPATION AGREEMENT. NO EXCEPTIONS.**

**Attachment: Generic ODOT salt contract (ODOT Winter Contract for 2019/2020 Road Salt)**

# **Water and Wastewater Department**

**Paul Hellman**

**614-322-4500 Phone**

## **ORDINANCE REQUEST**

---

**DATE:** February 25, 2019

**TO:** Public Service and Transportation Committee

**RE:** ORDINANCE TO AUTHORIZE THE MAYOR TO PURCHASE TWO(2) 2019 F-250 FORD SUPER DUTY TRUCKS AND RELATED EQUIPMENT FOR THE WATER AND WASTEWATER DEPARTMENT AND TRANSFER (1) TRANSIT VAN TO THE PARKS AND RECREATION DEPARTMENT AND REMOVE RELATED EQUIPMENT FROM THE WATER AND WASTEWATER DEPARTMENT ASSET LIST.

---

Approval:

|                         |                       |                            |
|-------------------------|-----------------------|----------------------------|
| Skipped<br>Brad McCloud | Completed<br>Jed Hood | Completed<br>Stephen Cicak |
|-------------------------|-----------------------|----------------------------|

Authorize the mayor to enter into contract with Byers Ford Dealership at 1101 Columbus Pike, Delaware, Ohio 43015, to purchase two (2) 2019 f-250 ford trucks Super Duty SRW XL 4WD Super Cab 8' Bed; under state bid contract # RFQ008791 for the purchase cost of (\$29,483.00) Each for a Total Cost of (\$58,966.00). Contact Person is Tom Allen 614-353-8961.

Please see attachments for all the details for the trucks.

Ask to waive competitive bidding under state bid contract.

Authorize the Mayor to transfer (1) 2013 ford transit van connect and related equipment from the asset list and transfer to Parks and Recreation Department. Tag # 2882

VIN # NM0LS7AN3DT144749 with around 64,000 miles on odometer.

Funds to be remove from Water 710.735.5632 & Wastewater 720.736.5632 These Purchases was included in the 2019 budget.

Prepared By:  
administrator

## 2019 Fleet/Non-Retail Ford Super Duty F-250 SRW XL 4WD SuperCab 8' B **STANDARD EQUIPMENT**

### STANDARD EQUIPMENT - 2019 Fleet/Non-Retail X2B XL 4WD SuperCab 8' Box

#### ENTERTAINMENT

- Radio: AM/FM Stereo -inc: digital clock and 6-speakers
- Fixed Antenna
- 1 LCD Monitor In The Front

Attachment: 2019 F-250 Truck Info (Purchase Two Vechiles)

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 538.0, Data updated 4/10/2018  
© Copyright 1986-2012 Chrome Data Solutions, LP. All rights reserved.

Customer File:

January 08, 2019 5:52:26 PM

Page 6

Prepared By:  
administrator

## 2019 Fleet/Non-Retail Ford Super Duty F-250 SRW XL 4WD SuperCab 8' B

### ***STANDARD EQUIPMENT***

#### **STANDARD EQUIPMENT - 2019 Fleet/Non-Retail X2B XL 4WD SuperCab 8' Box**

##### *EXTERIOR*

- Wheels: 17" Argent Painted Steel -inc: painted hub covers/center ornaments
- Tires: LT245/75R17E BSW A/S (4)
- Regular Box Style
- Steel Spare Wheel
- Full-Size Spare Tire Stored Underbody w/Crankdown
- Clearcoat Paint
- Black Front Bumper w/Black Rub Strip/Fascia Accent and 2 Tow Hooks
- Black Rear Step Bumper
- Black Side Windows Trim and Black Front Windshield Trim
- Black Door Handles
- Black Manual Side Mirrors w/Manual Folding
- Manual Extendable Trailer Style Mirrors
- Fixed Rear Window
- Light Tinted Glass
- Variable Intermittent Wipers
- Aluminum Panels
- Black Grille
- Front License Plate Bracket
- Tailgate Rear Cargo Access
- Reverse Opening Rear Doors
- Manual Tailgate/Rear Door Lock
- Fully Automatic Aero-Composite Halogen Daytime Running Lights Preference Setting Headlamps w/Delay-Off
- Cargo Lamp w/High Mount Stop Light

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 538.0, Data updated 4/10/2018  
© Copyright 1986-2012 Chrome Data Solutions, LP. All rights reserved.

Customer File:

January 08, 2019 5:52:26 PM

Page 7

Attachment: 2019 F-250 Truck Info (Purchase Two Vehicles)

Prepared By:  
administrator

## 2019 Fleet/Non-Retail Ford Super Duty F-250 SRW XL 4WD SuperCab 8' B

### **STANDARD EQUIPMENT**

#### STANDARD EQUIPMENT - 2019 Fleet/Non-Retail X2B XL 4WD SuperCab 8' Box

##### INTERIOR

- 4-Way Driver Seat -inc: Manual Recline and Fore/Aft Movement
- 4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement
- 60-40 Folding Split-Bench Front Facing Fold-Up Cushion Rear Seat
- Manual Tilt/Telescoping Steering Column
- Gauges -inc: Speedometer, Odometer, Oil Pressure, Engine Coolant Temp, Tachometer, Transmission Fluid Temp, Engine Hour Meter, Trip Odometer and Trip Computer
- Fixed Rear Windows
- Manual Air Conditioning
- HVAC -inc: Underseat Ducts
- Illuminated Locking Glove Box
- Interior Trim -inc: Chrome Interior Accents
- Full Cloth Headliner
- Urethane Gear Shift Knob
- HD Vinyl 40/20/40 Split Bench Seat -inc: center armrest, cupholder, storage and driver's side manual lumbar
- Day-Night Rearview Mirror
- Passenger Visor Vanity Mirror
- 2 12V DC Power Outlets
- Full Overhead Console w/Storage and 2 12V DC Power Outlets
- Front Map Lights
- Fade-To-Off Interior Lighting
- Full Vinyl/Rubber Floor Covering
- Underhood And Pickup Cargo Box Lights
- Instrument Panel Bin and Covered Dashboard Storage
- Manual 1st Row Windows

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 538.0, Data updated 4/10/2018  
© Copyright 1986-2012 Chrome Data Solutions, LP. All rights reserved.

Customer File:

January 08, 2019 5:52:26 PM

Page 8

Attachment: 2019 F-250 Truck Info (Purchase Two Vehicles)

Prepared By:  
administrator

## 2019 Fleet/Non-Retail Ford Super Duty F-250 SRW XL 4WD SuperCab 8' B **STANDARD EQUIPMENT**

### STANDARD EQUIPMENT - 2019 Fleet/Non-Retail X2B XL 4WD SuperCab 8' Box

- Systems Monitor
- Trip Computer
- Outside Temp Gauge
- Analog Display
- Manual Adjustable Front Head Restraints and Manual Adjustable Rear Head Restraints
- Securilock Anti-Theft Ignition (pats) Engine Immobilizer
- Air Filtration

Attachment: 2019 F-250 Truck Info (Purchase Two Vehicles)

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 538.0, Data updated 4/10/2018  
© Copyright 1986-2012 Chrome Data Solutions, LP. All rights reserved.

Customer File:

January 08, 2019 5:52:26 PM

Page 9

Prepared By:  
administrator

## 2019 Fleet/Non-Retail Ford Super Duty F-250 SRW XL 4WD SuperCab 8' B

### **STANDARD EQUIPMENT**

#### **STANDARD EQUIPMENT - 2019 Fleet/Non-Retail X2B XL 4WD SuperCab 8' Box**

##### *MECHANICAL*

- Engine: 6.2L 2-Valve SOHC EFI NA V8 Flex-Fuel -inc: Flex-Fuel badge on fleet orders only
- Transmission: TorqShift-G 6-Spd Auto w/SelectShift
- 3.73 Axle Ratio
- GVWR: 10,000 lb Payload Package
- 50-State Emissions System
- Transmission w/Oil Cooler
- Electronic Transfer Case
- Part-Time Four-Wheel Drive
- 72-Amp/Hr 650CCA Maintenance-Free Battery w/Run Down Protection
- 157 Amp Alternator
- Class V Towing w/Harness, Hitch and Trailer Sway Control
- 3490# Maximum Payload
- HD Shock Absorbers
- Front Anti-Roll Bar
- Firm Suspension
- Hydraulic Power-Assist Steering
- 34 Gal. Fuel Tank
- Single Stainless Steel Exhaust
- Auto Locking Hubs
- Front Suspension w/Coil Springs
- Leaf Rear Suspension w/Leaf Springs
- 4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist and Hill Hold Control

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 538.0, Data updated 4/10/2018  
© Copyright 1986-2012 Chrome Data Solutions, LP. All rights reserved.  
Customer File:

January 08, 2019 5:52:26 PM

Page 10

Attachment: 2019 F-250 Truck Info (Purchase Two Vehicles)

Prepared By:  
administrator

## 2019 Fleet/Non-Retail Ford Super Duty F-250 SRW XL 4WD SuperCab 8' B **STANDARD EQUIPMENT**

### STANDARD EQUIPMENT - 2019 Fleet/Non-Retail X2B XL 4WD SuperCab 8' Box

#### SAFETY

- Electronic Stability Control (ESC) And Roll Stability Control (RSC)
- ABS And Driveline Traction Control
- Side Impact Beams
- Dual Stage Driver And Passenger Seat-Mounted Side Airbags
- Tire Specific Low Tire Pressure Warning
- Dual Stage Driver And Passenger Front Airbags w/Passenger Off Switch
- Mykey System -inc: Top Speed Limiter, Audio Volume Limiter, Early Low Fuel Warning, Programmable Sound Chimes and Beltminder w/Audio Mute
- Safety Canopy System Curtain 1st And 2nd Row Airbags
- Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point and Height Adjusters
- Back-Up Camera

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 538.0, Data updated 4/10/2018  
© Copyright 1986-2012 Chrome Data Solutions, LP. All rights reserved.  
Customer File:

January 08, 2019 5:52:26 PM

Page 11

Attachment: 2019 F-250 Truck Info (Purchase Two Vehicles)

VIRTC1DP

CNGP530

VEHICLE ORDER CONFIRMATION

01/08/19 17:56:48

==&gt;

Dealer: F47065

2019 F-SERIES SD

Page: 1 of 2

Order No: 0000 Priority: C2 Ord FIN: QC317 Order Type: 5B Price Level: 950

Ord Code: 600A Cust/Flt Name: REYNOLDSBURG PO Number:

|       |                  | RETAIL  | DLR INV            |              | RETAIL                 | DLR INV        |
|-------|------------------|---------|--------------------|--------------|------------------------|----------------|
| X2B   | F250 4X4 S/C     | \$38490 | \$36565.00         | JOB #1 BUILD |                        |                |
|       | 164" WHEELBASE   |         |                    | ✓ 18B        | PLAT RUNNING BD        | 445 405.00     |
| Z1    | OXFORD WHITE     |         |                    |              | 10000# GVWR PKG        |                |
| A     | VNYL 40/20/40    |         |                    | ✓ 41P        | SKID PLATES            | 100 91.00      |
| S     | MEDIUM EARTH GR  |         |                    | 425          | 50 STATE EMISS         | NC NC          |
| 600A  | PREF EQUIP PKG   |         |                    | ✓ 43B        | BACKGLASS DEF          | 60 55.00       |
|       | .XL TRIM         |         |                    | ✓ 43C        | 110V/400W OUTLT        | 175 159.00     |
|       | .TRAILER TOW PKG |         |                    | ✓ 473        | SNOW PLOW PKG          | 185 169.00     |
| 572   | .AIR CONDITIONER | NC      | NC                 |              | TOTAL BASE AND OPTIONS | 42665 37595.24 |
|       | .AM/FM STER/CLK  |         |                    |              | TOTAL                  | 42665 37595.24 |
| 996   | .6.2L EFI V8 ENG | NC      | NC                 |              | AGREEMENT              | 388.00         |
| 44S   | 6-SPD AUTOMATIC  | NC      | NC                 |              | CONCESSION             | <8500.00>      |
| TD8   | .LT245 BSW AS 17 |         |                    |              | TOTAL                  | \$29,483.00    |
| X37   | 3.73 REG AXLE    | NC      | NC                 |              |                        |                |
| ✓ 90L | PWR EQUIP GROUP  | 915     | 832.00             |              |                        |                |
|       | F1=Help          |         | F2=Return to Order |              |                        |                |
|       | F4=Submit        |         | F5=Add to Library  |              |                        |                |

S006 - MORE DATA IS AVAILABLE.

8' BED QUOTED

Attachment: 2019 F-250 Cost (Purchase Two Vehicles)

VIRT C1DP

CNGP530

## VEHICLE ORDER CONFIRMATION

01/08/19 17:57:00

==&gt;

Dealer: F47065

Page: 2 of 2

2019 F-SERIES SD  
 Order No: 0000 Priority: C2 Ord FIN: QC317 Order Type: 5B Price Level: 950  
 Ord Code: 600A Cust/Flt Name: REYNOLDSBURG PO Number:

|       |                      | RETAIL | DLR INV   | TOTAL | RETAIL  | DLR INV    |
|-------|----------------------|--------|-----------|-------|---------|------------|
| 512   | SPARE TIRE/WHL2      | NC     | NC        |       |         |            |
| ✓ 52B | BRAKE CONTROLLR      | 270    | 246.00    |       | \$42665 | \$37595.24 |
| ✓ 525 | CRUISE CONTROL       | 235    | 214.00    |       |         |            |
|       | TELE TT MIR-PWR JACK |        |           |       |         |            |
| ✓ 66S | UPFITTER SWTCH       | 165    | 150.00    |       |         |            |
| 67E   | XTR XTR HD ALT       | NC     | NC        |       |         |            |
| ✓ 924 | PRIVACY GLASS        | 30     | 27.00     |       |         |            |
|       | SP DLR ACCT ADJ      |        | (1809.00) |       |         |            |
|       | SP FLT ACCT CR       |        | (1129.00) |       |         |            |
|       | FUEL CHARGE          |        | 18.24     |       |         |            |
| B4A   | NET INV FLT OPT      | NC     | 7.00      |       |         |            |
|       | DEST AND DELIV       | 1595   | 1595.00   |       |         |            |

TOTAL BASE AND OPTIONS 42665 37595.24

F1=Help

F2=Return to Order

F7=Prev

F4=Submit

F5=Add to Library

F3/F12=Veh Ord Menu

S099 - PRESS F4 TO SUBMIT

QC03919

V1DP0026

2,6

Attachment: 2019 F-250 Cost (Purchase Two Vehicles)

CONTRACT: FIRM OFFER FOR SALE

In consideration of one (1) dollar received by George Byers Sons Inc, "Contractor," Contractor hereby offers to sell to City of Columbus, "Buyer", who shall have until June 30, 2020 to exercise this option to purchase, at the price and on the terms set forth in the bid proposal which includes: Advertisement for Bids, (RFQ008791), Information to Bidders, Contract: Firm Offer for Sale and specifications set forth in RFQ008791, all of which are incorporated and agreed to by both parties as if fully rewritten herein. Buyer may exercise this option without limitation to the number of times or quantity purchase(s) provided that the total purchase(s) do not exceed twice the estimated quantity or dollar amount set forth in the proposal.

Should the City exercise its option, the contractor agrees with the City of Columbus to furnish and deliver, at their own cost and expense, all the equipment, machinery and supplies set forth in Item(s) No. All Items in the proposal filed by the Contractor with the Buyer's Purchasing Office on April 19, 2018 in response to advertisement of bids for Light Duty Trucks, RFQ008791, according to specifications and plans therefore, thereto attached and for the prices set forth in said proposal.

**City Council****Kristin Bryant****7232 E. Main Street****Reynoldsburg OH 43068****614-893-2299 Phone****ORDINANCE REQUEST**

---

**DATE: February 25, 2019****TO: Public Service and Transportation Committee****RE:** Ordinance of the Reynoldsburg City Council  
to Provide for the Registration of Residential Rental Housing Located  
Within the Boundaries of the City of Reynoldsburg

---

Approval:

|                           |                       |               |
|---------------------------|-----------------------|---------------|
| Completed<br>Brad McCloud | Completed<br>Jed Hood | Stephen Cicak |
|---------------------------|-----------------------|---------------|

See Attached Documentation

**AN ORDINANCE OF THE REYNOLDSBURG CITY COUNCIL  
TO PROVIDE FOR THE REGISTRATION OF RESIDENTIAL RENTAL HOUSING  
LOCATED WITHIN THE BOUNDARIES OF THE CITY OF REYNOLDSBURG**

WHEREAS, the City of Reynoldsburg (“City”) is a community in the State of Ohio which is facing the challenges of providing safe, available and affordable housing for current and future residents; and

WHEREAS, the growth of the City has increased the pressure on neighborhoods and housing in the City; and

WHEREAS, the Reynoldsburg City Council recognizes the need for an organized residential rental registration program for program for residential rental units within the City to provide an efficient system of code enforcement for the welfare of all residents of the City; and

WHEREAS, the Reynoldsburg City Council desires that all residential rental units within the City be registered with the Department of Development; and

WHEREAS, the Reynoldsburg City Council authorizes the Department of Development to develop a rental registration application and administrative procedures and policies for the purpose of registering appropriate buildings with residential rental units; and

WHEREAS, it is the desire of the Reynoldsburg City Council to adopt enforcement measures and penalties to encourage compliance with this ordinance for the health, safety and welfare of the all residents of the City of Reynoldsburg; and

WHEREAS, the Reynoldsburg City Code contains a Property Maintenance Code in Chapter 1711 to protect the health and safety of all residents, to promote the public welfare, and to place standards of maintenance upon property owners that protects the beauty and health of our City.

NOW, THEREFORE, BE IT ORDAINED BY THE REYNOLDSBURG CITY COUNCIL THAT CHAPTER 1721 OF THE REYNOLDSBURG CODE OF ORDINANCE SHALL BE CREATED TO REQUIRE REGISTRATION OF RESIDENTIAL RENTAL HOUSING AS FOLLOWS:

## CHAPTER 1721 – RENTAL PROPERTY REGISTRATION

|         |                                                 |
|---------|-------------------------------------------------|
| 1721.01 | Purpose                                         |
| 1721.02 | Definitions                                     |
| 1721.03 | Registration required                           |
| 1721.04 | Designated agent; Notice and Service of process |
| 1721.05 | Exempt rental dwelling units                    |
| 1721.06 | Registration application form                   |
| 1721.07 | Registration term and renewal                   |
| 1721.08 | Fees                                            |
| 1721.09 | Inspections                                     |
| 1721.10 | Maintenance standards                           |
| 1721.11 | Responsibility of designated agent              |
| 1721.12 | Refused access to the property                  |
| 1721.13 | Retaliatory Eviction Prohibited                 |
| 1721.14 | Notice of Violations                            |
| 1721.15 | Appeals                                         |
| 1721.16 | Failure to Remediate                            |
| 1721.17 | Disclaimer of liability                         |
| 1721.18 | Saving clause                                   |
| 1721.19 | Validity                                        |
| 1721.99 | Penalties                                       |

### **§1721.01 Purpose.**

It is the purpose of this chapter to protect the public health, safety and welfare of the residents of Reynoldsburg by establishing minimum standards governing the maintenance, appearance, and condition of all rental housing properties, to impose certain responsibilities and duties upon owners and operators; to authorize and establish procedures for the inspection of rental housing properties; to provide for the issuance of rental certification; to establish a fee schedule for inspection; to authorize the vacation or condemnation of dwelling structures that are unsafe or unfit for human habitation; and to fix penalties for violations of this chapter. Rental housing with code violations are a risk to new development, housing stock, property values, public health, safety, and welfare in the City of Reynoldsburg. This chapter is hereby declared to be remedial

and essential for the public interest, and it is intended that this chapter be liberally construed to effectuate the purposes as stated herein.

### **§1721.02 Definitions.**

As used in this chapter, the words and terms below shall have the following meanings respectively prescribed to them in this chapter:

- A. “Appeal” means a written notice to be filed with the City Board of Zoning and Building Appeals challenging a Notice of Violation. Such appeal must be filed within 14 days of the date of the Notice of Violation.
- B. “City” means the City of Reynoldsburg.
- C. “Designated City Official” means the Director of Development and/or designee of the Director of Development.
- D. “Designated agent” means a business entity located in or an individual person eighteen (18) years or older residing in the State of Ohio with an address other than a post office box and named by an owner as a secondary point of contact regarding the use or condition of land and the occupancy and physical condition of structures on a platted lot or parcel of land.
- E. “Dwelling” means any building or portion of a building that contains one or more residential dwelling units used, intended, or designed to be built, used, rented, leased, let or hired out to be occupied, or that is occupied for residential purposes.
- F. “Dwelling unit” means a space within a dwelling that provides complete, independent living facilities for one or more persons, which includes permanent provisions for sleeping, eating, cooking and sanitation. A “dwelling” may consist of one or more “dwelling units.”
- G. “Lease” means the written or oral agreement that sets forth any and all conditions concerning the use and occupancy of rental units.
- H. “Notice of Violation” means a notice issued by the Designated City Official, or the Code Enforcement Officer to the owner of real property or to their designated agent that there has been a violation of a provision of this chapter or any other applicable section of the *Reynoldsburg City Code*, ordinance, rule or regulation concerning the occupancy or condition of a premises that is leased or for lease, vacant or occupied.
- I. “Premises” means a real property parcel of land and the structures on that parcel containing at least one (1) residential dwelling unit or one (1) commercial or industrial business space, including lots in manufactured home parks or platted lots or parcels outside a manufactured home park where a mobile home, manufactured home or industrialized unit may be located.

- J. "Owner" means any person who, alone or jointly or severally with others, shall have the legal or equitable title to a property, and shall include executors, administrators, trustees or guardians of the estate of the owner, and any purchaser or assignee under a certificate of sale pursuant to a mortgage foreclosure. The term "owner" shall also include partnerships and other unincorporated associations. Any individual owner, regardless of whether he or she shares ownership responsibility with any other person, any general partner of a partnership, and any officer of a corporation or unincorporated association, shall have direct and personal responsibility and liability for compliance with the provisions of this chapter.
- K. "Person" means an individual, corporation, limited liability company, limited partnership, business trust, estate, trust partnership or association, two or more persons having a joint interest or any other legal or community entity.
- L. "Property manager" means a person other than the owner that has managing control of a rental unit.
- M. "Rent" means the offering, holding out or actual leasing of rental property to an occupant other than the owner and generally involves the payment of a rental amount although other forms of consideration may be involved or no consideration at all may be involved.
- N. "Rental Dwelling Unit" means any dwelling unit rented or leased by a person or persons other than the owner for residential purposes. Rental dwelling units may also be known as a rental dwelling, rental unit, dwelling unit, or housekeeping unit and may be a mobile home, manufactured home, or industrialized unit.
- O. "Tenant" means any person who rents or leases a dwelling unit with the consent of the owner. "Tenant" does not include any person who rents or leases space within a dwelling unit from an owner who occupies or shares the dwelling unit with that person.
- P. "Rental Inspector" means a person hired by the Designated City Official, who is qualified to conduct exterior and interior inspections of rental properties within the City.

#### **§1721.03 Registration required.**

- A. All rental dwelling units within the City of Reynoldsburg owned for rental purposes or occupied by a party other than the owner for a period of more than six months during any single calendar year, shall be registered with the City. No owner of a rental dwelling unit shall lease, rent, or cause said rental unit to be occupied until first registering with the Designated City Official for that specific dwelling unit.
- B. Any owner of a rental dwelling unit that is occupied as of the Effective Date of this Chapter shall, within 90 days of the Effective Date, register each occupied rental dwelling unit with the City.

- C. Any owner of a rental dwelling unit who fails to register with the City in accordance with this section shall be subject to the penalties set forth in Section 1721.99.

**§1721.04 Designated agent; Notice and Service of process.**

- A. Every owner of a rental dwelling unit shall designate an agent who resides within sixty (60) miles of any registered rental unit who shall be responsible for operation of the unit and who may accept service of process and official notices on behalf of the owner. An official notice or service of process issued to a designated agent shall be deemed as served or delivered upon the owner of record. Each owner or designated agent shall maintain a list of the name and number of tenants in each rental unit and advise the tenants of all known applicable City regulations regarding occupancy and premises conditions. Failure to maintain a property or to maintain any requirements regarding registration shall be grounds for revocation of an existing certificate or denial of issuance of a renewal certificate of registration.
- B. Any and all notices required under this Chapter shall be served by the Designated City Official upon an owner or agent by personal service or certified mail with a returned receipt as evidence of service.

**§1721.05 Exempt rental dwelling units.**

The following dwelling units are exempt from the requirements of this Chapter:

- A. Owner-occupied single-family homes;
- B. Owner-occupied multi-family dwellings if the total number of occupants is equal to or less than ten (10) persons;
- C. Hotels and motels without continuous occupancy by the same tenant for more than thirty (30) days;
- D. Bed and breakfast inns without continuous occupancy by the same tenant for more than thirty (30) days.
- E. Any single-family home without continuous occupancy by the same tenant for more than thirty (30) days.
- F. Nursing homes or residential care facilities as defined by Ohio Revised Code 3721.01.

**§1721.06 Registration application form.**

- A. Application for registration of rental dwelling units shall be on forms provided by the Designated City Official and shall include, at a minimum, the following:

- (1) Name, address, telephone, and e-mail address, if applicable, of an individual owner, sole proprietor or a corporate officer or business representative of a corporation, trust or other entity capable of holding title; and
  - (2) Name, address, telephone number, and e-mail address, if applicable, of a company or designated agent of an owner; and
  - (3) Parcel identification number and date of building construction; and
  - (4) Address of each rental dwelling unit; and
  - (5) Number of detached structures on the lot or parcel and number of units per structure; and
  - (6) Number of parking spaces on the lot or parcel used for dwelling purposes.
- B. No post office boxes shall be accepted as a legal address for purposes of this chapter.
  - C. Registrations shall be retained by the City as a public record.
  - D. Every person required to register a rental dwelling unit shall complete a new application upon amendment or change of any required information.
  - E. Upon sale or transfer of the premises, the new owner or any residential dwelling unit submit a new rental registration form within thirty (30) days of sale or transfer.
  - F. Upon construction of a building that contains one or more rental dwelling units or conversion of existing building space not previously used for residential purposes, an owner shall complete and submit a rental registration form for each residential dwelling unit.

#### **§1721.07 Registration term and renewal.**

Registration shall be made within ninety (90) days of the enactment of this Chapter. The term of the registration shall be valid so long as all of the original information and all annual fees established by this Chapter are current. Sale or transfer of property shall cause the registration to expire and be no longer valid. Any new owner shall make new application for registration for each dwelling unit prior to closing so as to maintain a continuous record of ownership in case of damage, vandalism, premise condition or other requirement necessitating public notification to the owner, but in no case more than thirty (30) days after sale or transfer.

#### **§1721.08 Fees.**

- A. The following application and registration fees shall be remitted to the City:

(1) Single-family or two-family rental dwelling unit – seventy-five dollars (\$75.00) for each dwelling unit.

(2) Multi-family rental dwelling unit – seventy-five dollars (\$75.00) for each of the first four dwelling units in one building structure and (\$50.00) for each additional dwelling unit in that building structure.

- B. The fees shall be submitted to the Designated City Official by the date established by the City for each rental dwelling unit and renewed each year. Any original or renewal rental registration submitted more than ten (10 days) after the due date shall be assessed a late fee of an additional twenty-five dollars (\$25.00) per unit.
- C. A re-inspection fee of twenty-five dollars (\$25.00) per unit shall be assessed for any additional inspections needed on a per unit basis if violations are not corrected within the amount of time given by the Designated City Official.
- D. Fees assessed and collected in accordance with this Section shall be maintained as a separate line item and will be dedicated solely to reimbursing the costs actually incurred by the City related to the enforcement of this Chapter. Any excess funds not used for the enforcement of this Chapter may revert to the general fund of the City with the authorization of City Council by majority vote.

#### **§1721.09 Inspections.**

- A. The Designated City Official shall designate at least one (1) Rental Inspector to conduct inspections of rental dwellings units and premises registered under this Chapter in order to enforce existing or future ordinances related to clean, safe and sanitary premise conditions, including the Property Maintenance Code establish by Chapter 1711. The salary of the Rental Inspector(s) shall be paid through the fees collected through the registrations outlined in §1721.08.
- B. Inspections shall be conducted on the premises upon presentation of proper credentials. Nothing in this Chapter shall be construed to require an occupant, operator, or owner to consent to a warrantless inspection of an occupied rental dwelling unit unless otherwise permitted by law.
- C. Any exterior or interior common area, which is open to the public, of any building containing more than one residential dwelling unit may be inspected at any time.
- D. Interior inspections of residential dwelling units may be performed at the request or consent of an owner, occupant, or agent of an owner of a rental dwelling unit.
- E. If the owner, occupant, or agent thereof does not consent to the proposed inspection, the Designated City Official may appear before any judge in a court of competent jurisdiction and seek an administrative search warrant to allow an inspection. Any such application shall be made within ten (10) calendar days after the non-consent. The

application for the warrant shall specify the basis upon which the warrant is being sought and shall include a statement that the inspection will be limited to a determination whether there are violations of the code provisions identified in this section. The court may consider any of the following factors along with such other matters as it deems pertinent in its decision as to whether a warrant shall be issued:

1. Eyewitness account of violation;
2. Citizen complaints;
3. Tenant complaints;
4. Plain view violations;
5. Violations apparent from city records;
6. Property deterioration;
7. Age of property;
8. Nature of alleged violation;
9. Condition of similar properties in the area;
10. Documented violations on similar properties in the area;
11. Passage of time since last inspection;
12. Previous violations on the property.

- F. If a warrant is issued, no owner, occupant, or agent thereof shall fail or neglect, upon presentation of a warrant, to properly permit entry therein by the code official or his/her duly authorized designee for the purpose of conducting a rental inspection and examination pursuant to this section and consistent with the terms of the warrant. If the court declines to issue a warrant, or if no warrant is sought, the rental inspection shall be limited to such areas as are in plain view.
- G. Interior inspections of residential dwelling units shall be requested by the Designated City Official as follows:
1. Upon the completion of the construction of any new building containing one or more residential dwelling units; or
  2. Upon the vacancy of any residential dwelling unit at the expiration of a lease period, by eviction, or by abandonment of the unit by a tenant(s) and before the unit may be occupied by a new tenant(s) if the residential dwelling unit has not been inspected for more than one (1) year. The owner of a residential dwelling unit shall notify the Designated City Official upon any vacancy subject to inspection under this section; or
  3. If a dwelling has not been inspected for more than two (2) years, the Designated City Official shall send a letter to the occupant(s) advising said occupant(s) of their right to have an inspection with instructions on how to make that request to the Designated City Official; or
- H. No criminal penalty, or any penalty or fine under this Chapter shall attach, nor shall any solely by reason of the owner's, occupant's or agent's refusal to consent to a full inspection.

**§1721.10 Maintenance Standards.**

Every owner, agent or person in charge of a rental dwelling unit shall be responsible for the maintenance thereof in good repair and safe condition in compliance with the requirements of this Chapter and the requirements established the Property Maintenance Code contained in Chapter 1711. The owner shall also be responsible for maintaining in a safe and sanitary condition the shared or common areas of the premises. In addition to any requirements specified within this section of the codified ordinances, all applicable regulations provided for within the Codified Ordinances of the City of Reynoldsburg shall apply and shall be subject to enforcement.

**§1721.11 Responsibility of designated agent.**

Designation of an agent by an owner shall cause the agent to be an additional responsible party for purposes of this chapter and other chapters that may apply regarding the operation of the premises. All official notices of the City may be issued to the designated agent as well as the owner and in such case as a notice is served upon a designated agent such notice issued shall be deemed as having been served upon the owner of record.

**§1721.12 Refused access to the property.**

- A. Where the Designated City Official or his or her agent is refused access or is otherwise impeded or prevented by the owner, operator, or agent from conducting an inspection in accordance with Section 1721.09, such person shall be in violation of this chapter and subject to the penalties hereunder.
- B. In addition to the provisions of division A of this section, the Designated City Official may, upon affidavit, apply to the County Municipal Court in which the premises are located for a search warrant, setting forth the factual basis for probable cause for believing that a nuisance or violation of this chapter exists on the premises. If the Court is satisfied as to the matter permitting access to and inspection of that part of the premises on which the nuisance or violation exists, a warrant for access may be issued by the Court. Nothing in this Chapter shall be construed to require an operator or owner to consent to a warrantless inspection of an occupied rental dwelling unit.

**§1721.13 Retaliatory Eviction Prohibited**

It shall be a violation of this Chapter if a court of competent jurisdiction determines that any owner of a rental dwelling unit or his or her agent brought or threatened to bring an action for possession of a rental unit for the purpose of retaliating against a tenant for requesting the assistance of the Designated City Official with an alleged violation of this Chapter or the Property Maintenance Code set forth in Chapter 1711.

#### **§1721.14 Notice of Violations**

- A. The Designated City of Official, or his or designee, shall have the power to enforce all provisions of this Chapter.
- B. The Designated City Official, or his or her designee, shall have the responsibility to issue to the owner of a rental dwelling unit or designated agent of an owner of a rental dwelling unit a Notice of Violation of any part of this Chapter, the Property Maintenance Code provided in Chapter 1711, or any other applicable section of the City ordinances.
- C. The Notice of Violation shall include the applicable code section the owner is alleged to have violated, a brief statement of the factual basis for the alleged violation, and instructions to the owner of the right to appeal under Section 1721.15.

#### **§1721.15 Appeals.**

The Board of Zoning and Building Appeals (the “Board”) shall have jurisdiction to hear and decide appeals when it is alleged that there is an error in any requirement, decision, or determination made by the Designated City Official in the enforcement or administration of this chapter.

Any person affected by any Notice of Violation which has been issued in connection with the enforcement of any of the provisions of this chapter may request and shall be granted a hearing on the matter by filing an appeal.

The person shall file, in the office of City Council, an appeal with a written request for the hearing and shall set forth the name, address, and phone number of the appellant and a brief statement of the grounds for the hearing and appeal from any Notice of Violation of this chapter. Requests shall be filed within 14 days of the date of the Notice of Violation. On receipt of the appeal, the Clerk of Council shall set a time and place for a hearing before the Board. The hearing shall be held within a reasonable time after a request has been filed. At the hearing, the appellant shall be given an opportunity to be heard and to show cause why the notice and order should be modified or dismissed, or why a variance should be granted. The failure of the appellant or his representative to appear and present his position at the hearing shall be grounds for dismissal of the request.

Any party entitled to appeal a decision of the Board may appeal to a court of competent jurisdiction.

#### **§1721.16 Failure to Remediate**

- A. If, after expiration of the time to file an appeal of a Notice of Violation or upon the affirmance by the Board and exhaustion of further appeals, the owner fails to remediate

the violation, the Designated City Official shall have the power to issue a criminal or civil citation to the owner.

- B. Any citation issued under Section (A) shall be filed in the Reynoldsburg Mayor's Court, in the Franklin County Municipal Court, Environmental Division, or in the appropriate county municipal court which shall have jurisdiction over the address where the violation occurred.

#### **§1721.17 Disclaimer of liability.**

A certificate of registration is not a warranty or guarantee that there are no defects in a rental dwelling unit and the City shall not be held liable to any person for the condition of the property.

#### **§1721.18 Saving clause.**

All proceedings pending and all rights and liabilities existing and acquired or incurred at the effective date of this chapter are saved and may be consummated according to the law in force when they were commenced.

#### **§1721.19 Validity.**

Should any section, clause, or paragraph of this chapter be declared invalid by a court of competent jurisdiction, the same shall not affect the validity of the chapter as a whole or any part thereof other than the part declared invalid.

#### **§1721.99 Penalties.**

- A. Whoever violates or fails to comply with any of the provisions of this Chapter is guilty of an unclassified misdemeanor that shall be punishable by up to one-thousand dollars (\$1000.00) in fines. Each separate violation shall constitute a separate offense, and a separate offense shall be deemed committed for each day during or on which a violation or non-compliance occurs or continues.
- B. The penalty provisions of this Chapter shall supersede the penalty provisions provided in Section 1711.99 of the Reynoldsburg Code of Ordinances solely as it relates to owners of rental dwelling units subject to this Chapter.
- C. The imposition of any penalty shall not preclude the City from instituting any appropriate action or proceeding in a court of proper jurisdiction to prevent an unlawful repair or maintenance; to restrain, correct or abate a violation; to prevent the occupancy of a dwelling, building, structure or premises; or to require compliance with the provisions of

this chapter of other applicable laws, ordinances, rules or regulations or with the orders or determination of the Designated City Official.