

**CITY OF DELAWARE
CITY COUNCIL
CITY COUNCIL CHAMBERS
1 SOUTH SANDUSKY STREET
7:00 P.M.**

AGENDA

REGULAR MEETING

SEPTEMBER 28, 2015

1. ROLL CALL
2. INVOCATION – Dr. Ruth Deel
3. PLEDGE OF ALLEGIANCE
4. APPROVAL of the Motion Summary of the regular meeting of Council held September 14, 2015, as recorded and transcribed.
5. CONSENT AGENDA
 - A. Acceptance of the Motion Summary for the Finance Committee meeting held July 27, 2015.
 - B. Acceptance of the Motion Summary for the Parks and Recreation Advisory Board meeting held July 21, 2015.
 - C. Acceptance of the Motion Summary for the Parking and Safety Committee meeting held February 16, 2015.
 - D. Resolution No. 15-49, a resolution accepting the public improvements for Glenross Golf Club, Section 5 (Enclave).
6. LETTERS, PETITIONS, AND PUBLIC COMMENTS
7. COMMITTEE REPORTS
8. THIRD READING of Resolution No. 15-45, a resolution adopting the 2016-2020 Five-Year Capital Improvement Program (CIP).
9. 7:30 PUBLIC HEARING AND SECOND READING of Ordinance No. 15-94, an ordinance approving a Rezoning from R-3 (One Family Residential District) to B-2 (Central Business District) with text limitations for the Delaware County Board of Commissioners for a new county courthouse located at 110 North Sandusky Street just south of the Hayes building on approximately 1.99 acres.

10. SECOND READING of Ordinance No. 15-95, an ordinance approving a Combined Preliminary and Final Development Plan for the Delaware County Board of Commissioners for a new courthouse located at 110 North Sandusky Street just south of the Hayes building on approximately 1.99 acres and zoned B-2 (Central Business District) with text limitations.
11. 7:30 P.M. PUBLIC HEARING AND SECOND READING of Ordinance No. 15-96, an ordinance approving a Street Vacation for Marshall Court right-of-way and right-of-way along the southeastern portion of the site for the Delaware County Board of Commissions new County courthouse located at 110 North Sandusky Street just south of the Hayes building on approximately 1.99 acres and zoned B-2 (Central Business District) with text limitations.
12. CONSIDERATION of Ordinance No. 15-100, an ordinance authorizing the City Manager to enter into an agreement with the Organized Crime Drug Enforcement Task Force (OCDETF) Program to receive reimbursement for overtime incurred when assisting in OCDETF investigations, strategic initiatives, and prosecutions, and declaring an emergency.
13. CONSIDERATION of Ordinance No. 15-101, an ordinance supplementing the 2015 Appropriations Ordinance to provide funding in order to purchase two properties on Central Avenue, and declaring an emergency.
14. FINANCE DIRECTOR'S REPORT
15. CITY MANAGER'S REPORT
16. COUNCIL COMMENTS
17. ADJOURNMENT

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Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held September 14

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6:30 EXECUTIVE SESSION: Mr. Brush moved to enter into Executive Session at 6:30 p.m. This motion was seconded by Mr. Shafer and approved by a 7-0 vote. Council met in executive session pursuant to Ohio Revised Code Section pursuant to Ohio Revised Code Section 121.22 (G) (3) pending or imminent court action, Section 121.22 (G) (1) personnel, Section 121.22 (G) (5) matters required to be kept confidential by State statute, Section 121.22 (G) (2) acquisition of property for public purpose and 121.22(G) (8) Consideration of Confidential Information Related To A Request For Economic Development Assistance. Council conducted a discussion of those items with the following members present: First Ward Chris Jones, Second Ward Lisa Keller, Third Ward Joe DiGenova, Fourth Ward Andrew Brush, At Large Kent Shafer, Vice Mayor George Hellinger and Mayor Carolyn Kay Riggle. Following the discussion at 6:58 p.m., it was moved by Mr. Brush that Council move into Open session, seconded by Mr. DiGenova and approved by 7-0 vote.

The regular meeting of September 14, 2015 was called to order at 7:00 p.m., in the City Council Chambers. The following members of Council were present: First Ward Chris Jones, Second Ward Lisa Keller, Third Ward Joe DiGenova, Fourth Ward Andrew Brush, At Large Kent Shafer, Vice Mayor George Hellinger and Mayor Carolyn Kay Riggle who presided. The invocation was given by Jason Phelps followed by the Pledge of Allegiance.

Staff Present: Dave Efland, Planning and Community Development Director, Scott Stowers, Chief Information Officer, Dean Stelzer, Finance Director, Dan Whited, Public Service Group Director, Darren Shulman, City Attorney, Brad Stanton, Public Utilities Director, Bill Ferrigno, Public Works Director, Bruce Pijanowski, Police Chief, , Jackie Walker, Assistant City Manager, and Tom Homan, City Manager

ITEM 4: APPROVAL OF MINUTES

APPROVAL of the Motion Summary of the regular meeting of Council held August 24, 2015, as recorded and transcribed.

Motion: Mr. Brush moved to approve the Motion Summary of the regular meeting of Council held August 24, 2015, as recorded and transcribed, seconded by Mr. Shafer. Motion approved by a 7-0 vote.

ITEM 5: CONSENT AGENDA

- A. Acceptance of the Motion Summary for the Public Works/Public Utilities Committee meeting held July 7, 2015.
- B. Acceptance of the Motion Summary for the Shade Tree Commission meeting held July 28, 2015.
- C. Acceptance of the Motion Summary for the Planning Commission meeting held August 5, 2015.
- D. Resolution No. 15-46, a resolution authorizing the modification of certain traffic control signage to extend the No Parking Here to Corner zone on the east side of Bruce Road to 150 feet south of Hills Miller Road.
- E. Resolution No. 15-47, a resolution authorizing the modification of certain traffic control signage to adjust the No Parking Here to Corner zone on the west side of North Liberty Street to 65 feet south of Griswold Street and repealing a portion of Resolution No. 87-8 establishing the No Parking zone on the west side of North Liberty Street south of Griswold Street.

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- F. Resolution No. 15-48, a resolution authorizing the installation of a No Parking Anytime zone on the west side of Bruce Road from Hills Miller Road to 165 feet south of Tudor Drive.
- G. Establish September 28, 2015 at 7:30 p.m. as the date and time for a public hearing and second reading of Ordinance No. 15-94, an ordinance approving a Rezoning from R-3 (One Family Residential District) to B-2 (Central Business District) with text limitations for the Delaware County Board of Commissioners for a new county courthouse located at 110 North Sandusky Street just south of the Hayes building on approximately 1.99 acres and Ordinance No. 15-96, an ordinance approving a Street Vacation for Marshall Court right-of-way and right-of-way along the southeastern portion of the site for the Delaware County Board of Commissions new County courthouse located at 110 North Sandusky Street just south of the Hayes building on approximately 1.99 acres and zoned B-2 (Central Business District) with text limitations.

Motion: Mr. Brush moved to approve the Consent Agenda, seconded by Mr. Shafer. Motion approved by a 7-0 vote.

ITEM 6: LETTERS, PETITIONS, AND PUBLIC COMMENTS

Carter Johnson
86 W. Lincoln Avenue
Delaware, Ohio 43015

Mr. Johnson discussed his concerns regarding the Central Avenue, CSX Railroad underpass. Mr. Johnson asked that Council consider an increase in the fine.

Mr. DiGenova discussed a recent phone call received requested money for the IRS. Mr. DiGenova stated that he reported the caller to the Attorney General's Office.

ITEM 7: COMMITTEE REPORTS

Mr. DiGenova provided information on a meeting with the Chamber of Commerce.

Mr. Brush provided an update on the Finance Committee meeting held September 10, 2015. Mr. Brush provided an update on the HB5 criteria for a Tax Appeal Board.

ITEM 8: PRESENTATIONS

- A. Veterans Plaza Update - Josh Helms, OHM Advisors and Bill Morgan, 2K General

PRESENTOR:

Josh Helms
7692 Rippengale Street
Blacklick, Ohio

Bill Morgan
19 Gruber Street
Delaware, Ohio

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- B. Electric Vehicle Charging Stations - Cari Oberfield, CBO, Renergy, Inc., Jimmy Smith, Ohio EV Solutions, and Matt Stephens-Rich, Clean Ohio Fuels

PRESENTOR:

Cari Oberfield
184 E. Kossuth Street
Columbus, Ohio

Matt Stephens-Rich
530 West Spring St. Suite 250
Columbus, Ohio

Jimmy Smith
5914 Pelham Drive
Parma, Ohio

ITEM 9: RESOLUTION NO. 15-43 [Second Reading]

A RESOLUTION NAMING THE STREET WHERE VETERANS PARK AND THE COMMUNITY CENTER/YMCA ARE LOCATED AS VETERANS DRIVE.

The Clerk read the resolution for the second time.

Motion: Mr. DiGenova moved to adopt Resolution No. 15-43, seconded by Mr. Shafer. Motion approved by a 7-0 vote.

ITEM 10: RESOLUTION NO. 15-45 [Second Reading]

A RESOLUTION ADOPTING THE 2016-2020 FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM (CIP). THERE WILL BE A BRIEF OVERVIEW OF THE CIP.

The Clerk read the resolution for the second time.

ITEM 11: ORDINANCE NO. 15-88 [Second Reading]

AN ORDINANCE AMENDING ORDINANCE 15-57 ESTABLISHING THE PAY AND BENEFITS FOR VARIOUS PART-TIME, INTERMITTENT, AND SEASONAL EMPLOYEES OF THE CITY OF DELAWARE.

The Clerk read the ordinance for the second time.

Motion: Mr. Brush moved to suspend the rules for Ordinance No. 15-88, seconded by Mrs. Keller. Motion approved by a 7-0 vote.

Motion: Mr. Brush moved to adopt Ordinance No. 15-88, seconded by Vice-Mayor Hellinger. Motion approved by a 7-0 vote.

ITEM 12: ORDINANCE NO. 15-89 [Second Reading]

AN ORDINANCE SUPPLEMENTING THE 2015 APPROPRIATIONS ORDINANCE TO ESTABLISH FUNDING FOR MATERIAL UPGRADES AT THE CSX RAIL CROSSINGS OF LONDON ROAD AND PENNSYLVANIA AVENUE, AND AUTHORIZING THE CITY MANAGER TO ENTER INTO AGREEMENTS WITH CSX AS REQUIRED, AND DECLARING AN EMERGENCY.

The Clerk read the ordinance for the second time.

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Mr. Ferrigno discussed the necessary repairs at rail crossings and the benefits of using rubberized material upgrades. Mr. Ferrigno provided an update regarding when repairs were last completed on Pennsylvania Avenue.

Mr. Brush discussed the need for repairs to London Road, due to the increase truck traffic from Delaware Industrial Park

Motion: Mr. Brush moved to amend Ordinance No. 15-89 such as description removes the words "Pennsylvania Avenue" and such as Section One replaces General Fund Appropriations of \$80,000.00 to \$40,000.00 and transfer to SMR Fund to \$80,000 to \$40,000 and such as Section Two Changes the appropriations from SMR Fund of \$80,000.00 to \$40,000.00, Appropriations Professional Services \$50,000.00 to \$25,000.00 and Appropriation of Operating Supplies of \$30,000.00 to \$15,000.

A discussion was held regarding the amended motion, and what the funds are needed to provide repairs to London Road. Mr. Brush withdrew his amended motion.

Motion: Mr. Brush moved to amend Ordinance No. 15-89 to remove reference to Pennsylvania Avenue, seconded by Mr. DiGenova. Motion approved by a 7-0 vote.

Motion: Mr. Brush moved to suspend the rules for Ordinance No. 15-89, seconded by Mr. DiGenova. Motion approved by a 7-0 vote.

Motion: Mr. Brush moved to enact the emergency clause for Ordinance No. 15-89, seconded by Mr. DiGenova. Motion approved by a 7-0 vote.

Motion: Mr. Brush moved to approve Ordinance No. 15-89, seconded by Mr. DiGenova. Motion approved by a 7-0 vote.

Mayor Riggle requested a break at 8:09 p.m. Mayor Riggle reconvened the meeting at 8:19 p.m.

ITEM 13: ORDINANCE NO. 15-91 [Second Reading]

AN ORDINANCE ESTABLISHING AN ASSESSMENT FOR THE IMPROVEMENT OF PUBLIC STREETS AND EASEMENTS LOCATED AT THE RAIL CROSSING ACROSS PITTSBURGH DRIVE AND PROVIDING ALL NECESSARY APPURTENANCES THERETO.

The Clerk read the ordinance for the second time.

Motion: Mr. Brush moved to suspend the rules for Ordinance No. 15-91, seconded by Vice-Mayor Hellinger. Motion approved by a 7-0 vote.

Motion: Mr. Brush moved to adopt Ordinance No. 15-91, seconded by Vice-Mayor Hellinger. Motion approved by a 7-0 vote.

ITEM 14: ORDINANCE NO. 15-93 [First Reading]

AN ORDINANCE APPROVING A FINAL DEVELOPMENT PLAN FOR REDWOOD ACQUISITIONS LLC, FOR THE PRESERVE AT QUAIL PASS PHASE 2 FOR 141 SINGLE STORY APARTMENTS ON 22.35 ACRES ZONED M-1 PMU (LIGHT MANUFACTURING DISTRICT WITH A

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PLANNED MIXED USE OVERLAY DISTRICT) LOCATED ON THE SOUTH SIDE OF MILL RUN CROSSING BETWEEN THE CITY WETLAND PARK AND GLENN ROAD.

The Clerk read the ordinance for the first time.

Mr. Efland provided a presentation that included the zoning map and an update on Phase One. Mr. Efland reviewed the approved Preliminary Development Plan and the Proposed Final Development Plan for Phase Two.

APPLICANT:

John Lateulere
23775 Commerce Park Dr., Suite 7
Beachwood, Ohio

Motion: Mr. Brush moved to suspend the rules for Ordinance No. 15-93, seconded by Mrs. Keller. Motion approved by a 7-0 vote.

Motion: Mr. Brush moved to adopt Ordinance No. 15-93, seconded by Mrs. Keller. Motion approved by a 7-0 vote.

ITEM 15: ORDINANCE NO. 15-94 [First Reading]

AN ORDINANCE APPROVING A REZONING FROM R-3 (ONE FAMILY RESIDENTIAL DISTRICT) TO B-2 (CENTRAL BUSINESS DISTRICT) WITH TEXT LIMITATIONS FOR THE DELAWARE COUNTY BOARD OF COMMISSIONERS FOR A NEW COUNTY COURTHOUSE LOCATED AT 110 NORTH SANDUSKY STREET JUST SOUTH OF THE HAYES BUILDING ON APPROXIMATELY 1.99 ACRES.

The Clerk read the ordinance for the first time.

A public hearing was set for September 28, 2015 at 7:30 p.m.

ITEM 16: ORDINANCE NO. 15-95 [First Reading]

AN ORDINANCE APPROVING A COMBINED PRELIMINARY AND FINAL DEVELOPMENT PLAN FOR THE DELAWARE COUNTY BOARD OF COMMISSIONERS FOR A NEW COURTHOUSE LOCATED AT 110 NORTH SANDUSKY STREET JUST SOUTH OF THE HAYES BUILDING ON APPROXIMATELY 1.99 ACRES AND ZONED B-2 (CENTRAL BUSINESS DISTRICT) WITH TEXT LIMITATIONS.

The Clerk read the ordinance for the first time.

ITEM 17: ORDINANCE NO. 15-96 [First Reading]

AN ORDINANCE APPROVING A STREET VACATION FOR MARSHALL COURT RIGHT-OF-WAY AND RIGHT-OF-WAY ALONG THE SOUTHEASTERN PORTION OF THE SITE FOR THE DELAWARE COUNTY BOARD OF COMMISSIONS NEW COUNTY COURTHOUSE LOCATED AT 110 NORTH SANDUSKY STREET JUST SOUTH OF THE HAYES BUILDING ON APPROXIMATELY 1.99 ACRES AND ZONED B-2 (CENTRAL BUSINESS DISTRICT) WITH TEXT LIMITATIONS.

The Clerk read the ordinance for the first time.

A public hearing was set for September 28, 2015 at 7:30 p.m.

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ITEM 18: ORDINANCE NO. 15-97 [First Reading]

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO A GRANT AGREEMENT WITH THE OHIO ENVIRONMENTAL PROTECTION AGENCY FOR CYANOTOXIN TESTING EQUIPMENT AT THE WATER TREATMENT PLANT.

The Clerk read the ordinance for the first time.

Motion: Mr. Brush moved to suspend the rules for Ordinance No. 15-97, seconded by Mr. Shafer. Motion approved by a 7-0 vote.

Motion: Mr. Brush moved to adopt Ordinance No. 15-97, seconded by Mr. Shafer. Motion approved by a 7-0 vote.

ITEM 19: ORDINANCE NO. 15-98 [First Reading]

AN ORDINANCE SUPPLEMENTING THE 2015 APPROPRIATIONS ORDINANCE TO PROVIDE ADDITIONAL FUNDING FOR CYANOTOXIN TESTING EQUIPMENT AT THE WATER TREATMENT PLANT.

The Clerk read the ordinance for the first time.

Motion: Mr. Brush moved to suspend the rules for Ordinance No. 15-98, seconded by Mr. Shafer. Motion approved by a 7-0 vote.

Motion: Mr. Brush moved to adopt Ordinance No. 15-98, seconded by Mr. Shafer. Motion approved by a 7-0 vote.

ITEM 20: ORDINANCE NO. 15-99 [First Reading]

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO A COOPERATIVE AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR THE INSTALLATION OF AN OVER HEIGHT DETECTION AND WARNING SYSTEM IN ADVANCE OF THE CSX RAILROAD BRIDGE OVER SR37 (WEST CENTRAL AVENUE).

The Clerk read the ordinance for the first time.

Mr. Ferrigno provided information on grant funding through the Ohio Department of Transportation. Mr. Ferrigno provided a presentation of the equipment and signage.

Mr. Shulman reviewed current legislation on fines if a driver does not have clearance of the CSX Railroad Bridge over SR 37. A discussion was held with Council over the potential increase of the fines.

Motion: Mr. Brush moved to suspend the rules for Ordinance No. 15-99, seconded by Mr. Shafer. Motion approved by a 7-0 vote.

Motion: Mr. Brush moved to adopt Ordinance No. 15-99, seconded by Mr. Shafer. Motion approved by a 7-0 vote.

ITEM 21: Update on Request for Changes to the Canine Ordinance Section 505.09-Darren Shulman, City Attorney

Mr. Shulman reviewed Section 505.09 and provided information on surrounding cities canine ordinances. Mr. Shulman recommended no

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current changes. Mr. Shulman discussed how the Nuisance Order can be applied to outside cats.

Chief Pijanowski provided information on the kennel license.

Council agreeable to not amend Section 505.09.

ITEM 22: CITY MANAGER'S REPORT

Mr. Homan reminded Council of the OWU reception that will be held on November 1, 2015.

Mr. Homan updated Council on the Wellness Program.

Mr. Homan updated Council on the request by Mark McHenry on removing signs from developers in the right-of-ways.

ITEM 23: COUNCIL COMMENTS

Mr. DiGenova stated that he will be having a meeting with a developer regarding potential development near U.S. 23 and Stratford Road.

Mr. Brush indicated that he will be unable to attend the October 5, 2015 Work Session.

Mayor Riggle provided an estimate on the attendance at the All Horse Parade.

ITEM 24: ADJOURNMENT

Motion: Mr. Shafer moved to adjourn the meeting, seconded by Mr. Brush. The meeting adjourned at 9:42 p.m.

Mayor Carolyn Kay Riggle

Elaine McCloskey, Council Clerk

**FINANCE COMMITTEE
MOTION SUMMARY
July 27, 2015**

ITEM 1. Roll Call

Chairman Brush called the meeting to order at 4:11 p.m.

Members Present: Vice-Mayor George Hellinger and Chairman Andrew Brush

Members Absent: Vice-Chairman DiGenova

Staff Present: Dean Stelzer, Finance Director, and Tom Homan, City Manager

ITEM 2. Approval of the Motion Summary for February 12, 2015 as recorded and transcribed.

Motion: Vice Mayor Hellinger moved to approve the Motion Summary for February 12, 2015, as recorded and transcribed, seconded by Chairman Brush. Motion approved by a 2-0 vote.

ITEM 3. Motion to Excuse-Joe DiGenova

Motion: Vice-Mayor Hellinger moved to excuse Vice-Chairman DiGenova, seconded by Chairman Brush. Motion approved by a 2-0 vote.

ITEM 4. Review of 2014 Audit

- A. Audit Management Letter
- B. 2014 Single Audit Report

PRESENTOR:

Jason Carr
Wilson, Shannon & Snow, Inc.
10 West Locust Street
Newark, Ohio 43055

Mr. Carr reviewed the Audit Management Letter and the purpose of the letter which included significant audit findings. Mr. Carr provided a summary of the auditor's results. Also, reviewed were the negative cash balance funds in the Community Development Block Grant Fund and the FAA Airport Allocation/Improvement.

Motion: Vice-Mayor Hellinger moved to acknowledge and accept the review of the 2014 Single Audit Report and Audit Management Letter, seconded by Chairman Brush. Motion approved by a 2-0 vote.

ITEM 5. Discussion of HB5-Municipal Tax Reform

Mr. Stelzer discussed the new specific requirements to create a Tax Board of Appeal. Mr. Stelzer reviewed the changes that will need to be implemented with House Bill 5, including the establishment of the Board of Appeal and what the restrictions and requirements for the three-member Board. Mr. Stelzer plans to begin the establishment of the required Board of Appeal.

ITEM 6. Discussion of potential purchase of Time Card and Attendance Software

Mr. Stelzer provided an update of two vendors and the start up cost for the software and the yearly cost. Mr. Stelzer discussed the benefits of the software to department heads and can be used to schedule time off and to collect necessary data. Mr. Stelzer discussed that each vendor's software seems to be comparable in service but there is a cost difference.

A discussion was held on the cost difference between the vendors and the Finance Committee recommends focusing on the vendor with the lower startup and annual cost.

Motion: Chairman Brush moved to recommend to Council to direct staff to implement timecard software in 2016, seconded by Vice-Mayor Hellinger. Motion approved by a 2-0 vote.

ITEM 7. Discussion of Transparency Ohio participation

Mr. Stelzer provided an update on the status of the software and that staff is looking at what info is accessible and is shared externally. Mr. Stelzer will notify Council prior to the software being accessible to the public.

ITEM 8. Discussion of Performance Audit Status

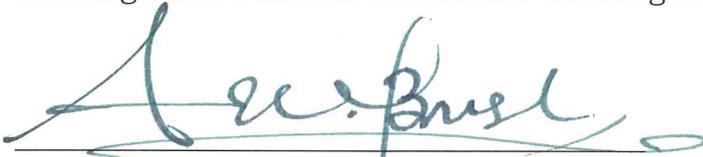
Mr. Homan recommended scheduling a meeting with the State Auditor to determine the next course of action. The members were in agreement to this recommendation.

ITEM 9. Next Meeting Date

The next meeting date to be determined.

ITEM 10. Adjournment

Motion: Vice Mayor Hellinger moved to adjourn the Finance Committee meeting. The Finance Committee meeting adjourned at 5:06 p.m.



Andrew Brush, Chairman



Elaine McCloskey, Clerk

PARKS AND RECREATION ADVISORY BOARD
MOTION SUMMARY
July 21, 2015

ITEM 1. Roll Call

The Parks and Recreation Advisory Board meeting was called to order at 7:00 p.m.

Members Present: Cassie Cunningham, Matt Polites, Julie German, Allyson Lash, Lucas Ratliff, Dianna Hibinger, Joshua Bricker, and Nicole LaMar-Nelson

Members Absent: Vice-Chairwoman Jennifer Davis and Councilmember Chris Jones

Staff Present: Stacy Davenport, Parks Superintendent

ITEM 2. MOTION TO EXCUSE

Motion: Mr. Polites moved to excuse Vice-Chairwoman Davis and Councilmember Jones, seconded by Ms. Lash. Motion approved by an 8-0 vote.

ITEM 3. APPROVAL of the Motion Summary for the meeting held June 16, 2015 as recorded and transcribed.

Motion: Mr. Bricker moved to approve the Motion Summary for the meeting held June 16, 2015 as recorded and transcribed, seconded by Mr. Polites. Motion approved by a 7-0-1 (La-Mar-Nelson).

ITEM 4. ELECTION of Chairperson and Vice-Chairperson

Motion: Mr. Polites moved to elect Ms. Lash as Chairperson of the Parks and Recreation Advisory Board, seconded by Ms. Hibinger. Motion approved by an 8-0 vote.

Motion: Mr. Polites moved to elect Ms. Davis as Vice-Chairwoman of the Parks and Recreation Advisory Board, seconded by Ms. German. Motion approved by an 8-0 vote.

ITEM 5. PARKS TOUR

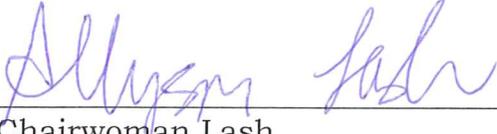
Mr. Davenport provided information on the duties and responsibilities of the Parks staff at the multiple city parks. Mr. Davenport provided information on his staffing, trash pickup schedules at parks, mowing schedules, and working with Main Street Delaware for holiday lights. The following parks were visited

on the tour:

- a. Bicentennial Park - Mr. Davenport explained that this park is at times rented out for weddings and for the Harmony in the Park program.
- b. Ross Street Park- A discussion was held on the use of the park by the Southwest Community Initiative for the community gardens program.
- c. Belle Ave Park- Mr. Davenport discussed the play area.
- d. Stratford Woods Park- Mr. Davenport explained that staff met with the neighborhood to plan various park amenities. Park improvements were reviewed.
- e. Cheshire Park- Mr. Davenport provided an update on the fountain/aeration system that is to be installed.
- f. Glenn Ross Park- Mr. Davenport explained that the park was developed alongside the Home Owners Association. Information provided on future plans to extend the walking trails.
- g. Eastside Park- Mr. Davenport provided information on improvements provided by the Parks Levy Funds.
- h. Wetlands (Mill Run) Park-Dog Park- Mr. Davenport provided a description of the layout and amenities for the Dog Park. Information provided on the cost savings to extend the parking lot with the use of recycled materials. A discussion was held on the role Ohio Wesleyan University has on the maintenance of the Wetlands.
- i. Kensington Park- A discussion was held on the research and progress of attempting to find replacement metal backboards for the basketball hoops.
- j. Mingo Park- Mr. Davenport indicated that the asphalt resurfacing for the tennis courts has been delayed due to rain.
- k. Riverview Park- Mr. Davenport provided the location of the park and that the park has been closed for two years due to construction of water treatment plant.
- l. Oakhurst Park- Mr. Davenport provided information on the neighborhood park with plans for a new swing set and slide.
- m. Smith Park- A discussion was held on the various projects completed at the park by Park Levy Funding. A discussion was held on connecting the trails through the Master Bike Plan.
- n. Shelbourne Forest Park - information was provided on the walking trail that connects one part of the neighborhood development to the other.
- a. Nottingham Park- A discussion was held on the amenities at the park and the landscaping changes.
- o. Lexington Glen Park- Information was provided on new play toy to be installed at a later date.
- p. Locust Curve Park-Location of park identified and maintenance of the park.
- q. Veterans Park- Mr. Davenport provided information on the groundbreaking of the park on July 25, 2015. A description of the Splash and Play location and amenities was provided.

- r. Carson Farms Park- A discussion was held on the amenities of the park including trails, play toy, tennis courts, and basketball pad.
- s. Sunnyview PPG Park- A discussion was held on the green space area that was requested by surrounding neighbors.
- t. Marvin Lane Park- Information was provided on the location and new play toy.
- u. Hidden Valley Golf Course- Mr. Davenport provided information on the staffing of the Golf Course.
- v. Blue Limestone Park- Mr. Davenport provided an update on the current projects.

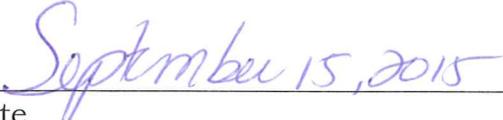
Motion: Chairwoman Lash moved to adjourn the Parks and Recreation meeting, seconded by Ms. German. The meeting adjourned at 8:49 p.m.



Chairwoman Lash



Elaine McCloskey, Clerk



Date

PARKING AND SAFETY COMMITTEE
February 16, 2015
MOTION SUMMARY

ITEM 1. ROLL CALL

Chairman Shafer called the meeting to start at 7:00 p.m.

Members Present: Councilman Chris Jones, and Chairman Kent Shafer

Members Absent: Vice-Chairwoman Keller

Staff Present: Bruce Pijanowski, Police Chief

Motion: Mr. Jones moved to excuse Vice-Chairwoman Keller, seconded by Chairman Shafer. Motion approved by a 2-0 vote.

ITEM 2. APPROVAL of the Motion Summary of the Parking and Safety Committee meeting held November 17, 2014, as recorded and transcribed.

Motion: Mr. Jones moved to approve the Motion Summary of the Parking and Safety Committee meeting held November 17, 2014, seconded by Chairman Shafer. Motion approved by a 2-0 vote.

ITEM 3. DISCUSSION

A. The discussion of the installation of "No Parking from Here to Corner" signage on Cottswold Dr.; from the first driveway west of Winston Rd. on Cottswold Dr.

Chief Pijanowski discussed the concerns received regarding vehicles parking in this designated area. Chief Pijanowski discussed the location that would be impacted by the signage and that affected homeowners were notified, as well as the Homeowners Association.

Motion: Mr. Jones moved to recommend the installation of "No Parking from Here to Corner" signage on Cottswold Dr.; from the first driveway west of Winston Rd. on Cottswold Dr., seconded by Chairman Shafer. Motion approved by a 2-0 vote.

ITEM 4. NEW BUSINESS

A. Downtown Parking Work Group Update

Chairman Shafer presented the results and findings from the Delaware Downtown Parking Workgroup survey. Included in the presentation were the goals for the survey, demographics, and a summary of the results. Discussion held on the recommendations from the survey, which included the Way finding

and Enforcement.

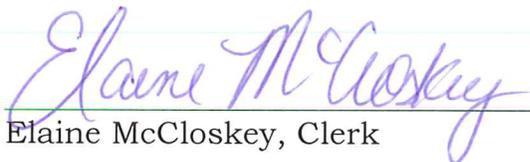
Motion: Mr. Jones moved that the Park and Safety Committee forward recommendations to City Council of the recommendations of the Parking Working Group as submitted in the document Delaware Downtown Parking Workgroup on February 16, 2015, seconded by Chairman Shafer. Motion approved 2-0 vote.

ITEM 5. ADJOURNMENT

Motion: Mr. Jones moved to adjourn the meeting, seconded by Mr. Shafer. The Parking and Safety Committee meeting adjourned at 7:22 p.m.



Kent Shafer, Chairman



Elaine McCloskey, Clerk



FACT SHEET

AGENDA ITEM NO: CONSENT ITEM D DATE: 9-28-15
ORDINANCE NO: RESOLUTION NO: 15-49
READING: FIRST PUBLIC HEARING: NO

TO: Mayor and Members of City Council
FROM: R. Thomas Homan, City Manager
VIA: Bill Ferrigno, Public Works Director/City Engineer

TITLE OF PROPOSED ORDINANCE/RESOLUTION:

A RESOLUTION ACCEPTING THE PUBLIC IMPROVEMENTS FOR GLENROSS GOLF CLUB SECTION 5 (ENCLAVE).

BACKGROUND:

This resolution conditionally accepts the now completed public improvements consisting of water distribution and sanitary sewer for Glenross Golf Club Section 5 (Enclave) covering expense necessary to repair work due to deficiencies or failure of materials or workmanship.

REASON WHY LEGISLATION IS NEEDED:

This legislation is required in order to provide conformance to city code and publicly accept the infrastructure for the development prior to allowing a final plat to be recorded. The recording of the plat allows the creation of lots upon which home construction can begin.

COMMITTEE RECOMMENDATION:

N/A

FISCAL IMPACT(S):

N/A

POLICY CHANGES:

N/A

PRESENTER(S):

Bill Ferrigno, Public Works Director/City Engineer

RECOMMENDATION:

Approval

ATTACHMENT(S):

Summary Report

RESOLUTION NO. 15-49

A RESOLUTION ACCEPTING THE PUBLIC IMPROVEMENTS FOR GLENROSS GOLF CLUB SECTION 5 (ENCLAVE).

WHEREAS, the developer of Glenross Golf Club Section 5 (Enclave), has complied with all of the conditions set forth in Codified Ordinance 1111.17 which are necessary to obtain acceptance by the City of the public improvements for water distribution and sanitary sewer collection, and

WHEREAS, the developer has duly dedicated said public improvements to the City in writing.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Delaware, State of Ohio:

SECTION 1. That the City of Delaware hereby accepts the public improvements for sanitary, and water distribution for Glenross Golf Club Section 5 (Encalve), and that the dedication of said improvements to the City is hereby accepted contingent upon the posting of a maintenance bond by the Developer in accordance with Section 1111.06 of the Delaware Codified ordinance.

SECTION 2. That this resolution shall be in force and effect immediately upon its passage.

PASSED: _____, 2015 YEAS___ NAYS___
ABSTAIN ___

ATTEST: _____
CITY CLERK MAYOR



CITY OF DELAWARE, OHIO
PUBLIC WORKS DEPARTMENT

MEMORANDUM

TO: David Efland, Planning Director

FROM: William L. Ferrigno, P.E., Public Works Director, City Engineer

CC: Brad Stanton, Director of Public Utilities

SUBJECT: Recommendation for Acceptance of Public Improvements for Glenross Golf Club Section 5 (Enclave)

DATE: 9/28/15

Glenross Golf Club Section 5 (Enclave) is the next phase consisting of 16 lots on 8.611 subdivision located south of Cheshire Road, at the terminus of Clubhouse Drive on the south side of Delaware, Ohio. This project was a bit different from our normal development projects in that it contains single family homes on privately owned lots while the roadway and other associated infrastructure items are privately owned. The waterline and sanitary sewer system are the only city owned infrastructure on the project. Construction for this project commenced in May and has been completed with the exception of some items that are considered private.

All utilities including sanitary sewer, and waterlines, were constructed in accordance with current city engineering specifications and are in consideration to be publicly owned and operated. All utility lines have been inspected and found to be in acceptable condition by the Public Works Department. The estimated value of new public improvements totals \$ 167,112.00 and in accordance with City Codified Ordinance Section 1111.06, a two year maintenance bond has been posted by the developer, Pulte Homes of Ohio LLC which would cover the expense of necessary repair work due to deficiencies or failure of materials or workmanship. The developer has paid all required plan review and construction inspection fees. Upon your satisfaction that all non-engineering related requirements have been completed as specified in the approved subdivision plans or other written commitments, we recommend acceptance of public improvements by the City.

mls

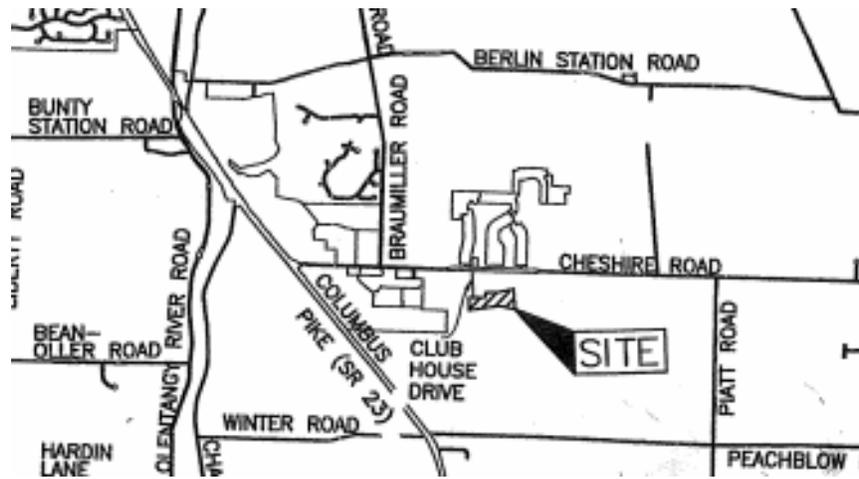
Attachments

CC: Public Improvements Ordinance File
Glenross Golf Club Section 5 (Enclave) Project File

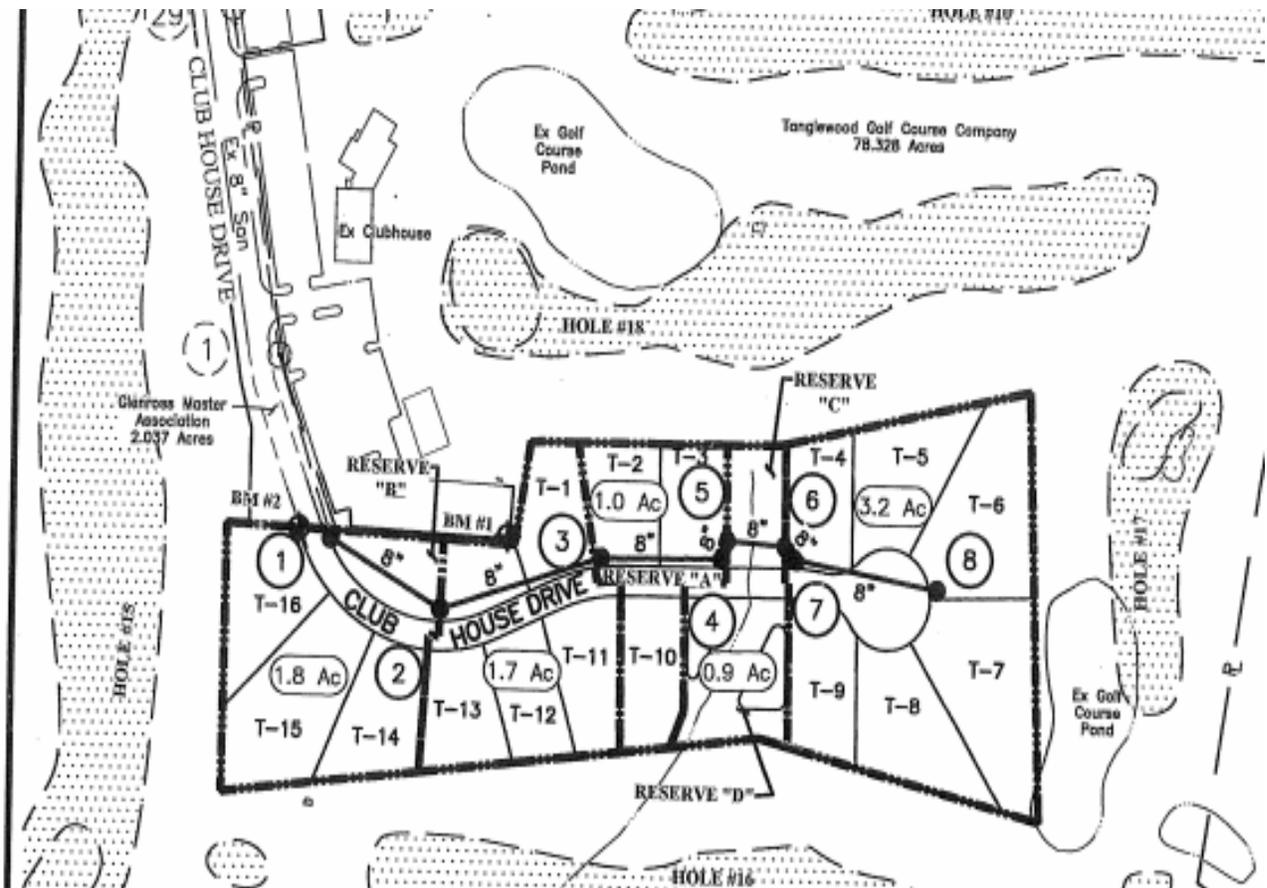
MATERIAL QUANTITY REPORT

PROJECT: Glenross Golf Club Section 5 (Enclave)			PC #: 2013-0277, 0288
OWNER/DEVELOPER: Pulte Homes of Ohio LLC		CONTRACTOR: Facemyer Co.	
DESCRIPTION: 16 Single family lots on 8.611 acres			API ORD.#:
TOTAL UTILITY COST: \$ 167,112			ENG #: 13-003
SANITARY SEWER			
MANHOLES	7 EA		
SERVICE TAPS			
6-Inch	775 LF		
8-Inch	865 LF		
10-Inch			
12-Inch			
15-Inch			
18-Inch			
21-Inch			
OTHER			
MISCELLANEOUS			
			\$ 73,650
WATER SERVICE			
SERVICE TAPS	16 EA	¾" 'K' Copper	
MAIN TAPS			
HYDRANTS W/Valve	4 EA	W/6" Valve	
6-Inch Valve			
8-Inch Valve			
10-Inch Valve	1 EA	W/10" Valve	
16-Inch Valve			
6-Inch Dip			
8-Inch Dip			
10-Inch Dip	928 LF		
12-Inch Dip			
16-Inch Dip			
MISCELLANEOUS			
			\$93,462

STORM SEWER			
MANHOLES			
CATCH BASINS			
CURB INLETS			
DET/RET BASIN			
12-Inch RCP			
15-Inch RCP			
18-Inch RCP			
21-Inch RCP			
24-Inch RCP			
27-Inch RCP			
30-Inch RCP			
36-Inch RCP			
42-Inch RCP			
48-Inch RCP			
HEADWALLS			
ROCK CHANNEL			
			\$
ROADWAY			
24'-0 ROAD			
28'-0 ROAD			
32'-0 ROAD			
36'-0 ROAD			
2'-0 CURB			
BIKEPATH			
SIDEWALK			
MONUMENT BOXES			
STREET LIGHTS			
(+) INTERSECTIONS			
(T) INTERSECTIONS			
CUL-DE-SAC			
STRIPING/SIGNAGE			
			\$



Location Map



Site Map



FACT SHEET

AGENDA ITEM NO: 8

DATE: 9/28/15

ORDINANCE NO:

RESOLUTION NO: 15-45

READING: THIRD

PUBLIC HEARING: NO

TO: Mayor and Members of City Council

FROM: R. Thomas Homan, City Manager

VIA: --

TITLE OF PROPOSED ORDINANCE/RESOLUTION:

A RESOLUTION ADOPTING THE 2016-2020 FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM (CIP).

BACKGROUND:

The Capital Improvement Plan for 2016-20 was presented to City Council on August 14. By Charter, it's required to be adopted by Council by October 15. Typically, the resolution is "read" at least 3 times before adoption. This is the second. A CIP work session is scheduled for Monday, October 5, beginning at 6:00 p.m.

REASON WHY LEGISLATION IS NEEDED:

CIP is required to be adopted by City Council

COMMITTEE RECOMMENDATION:

N/A

FISCAL IMPACT(S):

N/A

POLICY CHANGES:

N/A

PRESENTER(S):

R. Thomas Homan, City Manager
Dean Stelzer, Finance Director

RECOMMENDATION:

Approval

ATTACHMENT(S)

CIP Document

RESOLUTION 15-45

A RESOLUTION ADOPTING THE 2016-2020 FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM.

WHEREAS, a revised Five-Year Capital Improvements Program was prepared and submitted to City Council in accordance with Article XVII, Section 79 of the City Charter, and

WHEREAS, City Council has considered the proposed plan and has determined that it shall be the future public improvement plan for the City of Delaware, and

WHEREAS, Article XVII, Section 80 of the City Charter requires that City Council adopt, by resolution, the Five-Year Capital Improvements Program on or before October 15, and

WHEREAS, City Council will review the 2016-2020 CIP at Work Sessions before October 14.

WHEREAS, Council discussed possible amendments to the plan which may be considered as part of adopted the 2016 budget.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Delaware, State of Ohio:

SECTION 1. That the 2016-2020 Five-Year Capital Improvements Program for the General Fund, Airport, Fire, Police, Public Works, Parks, Equipment Replacement, Technology, Building Maintenance, Water, Sewer, Storm Sewer, Refuse, Parks Impact, Police Impact, and Fire Impact attached hereto as Exhibit A, is hereby adopted as the official plan for future public improvements.

SECTION 2. That this resolution shall take effect and be in force immediately after its passage.

PASSED: _____, 2015

YEAS ____ NAYS ____
ABSTAIN ____

ATTEST: _____
CITY CLERK

MAYOR

2016-2020
City Manager's Proposed
Capital Improvement Plan





TO: Mayor Riggle and Members of City Council
FROM: R. Thomas Homan, City Manager
SUBJECT: 2016-2020 Capital Improvement Program
DATE: August 14, 2015

Pursuant to section 79 of the City Charter, submitted herewith is my proposed 2016-2020 Capital Improvement Plan, the adoption of which must occur by Thursday, October 15.

A first reading and review will be scheduled as part of Council's August 24 meeting, with second and third readings scheduled for Council's September 14 and 28 meetings. Adoption of the plan is proposed for the October 12 meeting. In addition to the readings, which don't always allow for quality and detailed review, I would recommend 1- 2 work sessions. Last year, in addition to the three readings, Council devoted one work session to CIP review.

While the CIP is balanced, it does not begin to address the community's critical and growing transportation needs, which will be discussed later in this message.

As Council begins its assessment, it is important to distinguish between those projects that require support of the city's general fund - Airport; Streets; Transportation; Parks; Equipment; Technology; Buildings; Sidewalks and Bikeways - and those with dedicated sources, such as utility projects. This distinction is important because the general fund transfer to the CIP competes with numerous general fund needs, which are always growing. Utility projects, on the other hand, compete only with other utility projects and benefit from a dedicated source of revenue: user fees and development-related capacity fees.

An example that helps make this point is the nearly-complete \$32 million water treatment plant project, the largest infrastructure project in city history. The project is being funded through a combination of capacity fees, paid for by new development and water rates, which were increased over the three-year period 2010-13 to help pay the project's annual \$1.8 million debt service. This amount is nearly equal to the annual general fund transfer. It goes without saying that absent a new and dedicated revenue source, the city's CIP could not support \$32 million worth of projects.

For the 10-year period 2004-13, the average general fund transfer to the CIP was \$1.4 million, which represented approximately 14 percent of general fund revenues. For the current CIP, the transfer is \$1.7 million, or 13.4 percent of general fund revenues. At one time, the city established financial practice guidelines recommending that 25 percent of general fund revenues would be transferred to the CIP. Unfortunately, this could not be sustained due mainly to the city's growing operational needs and costs associated with the daily maintenance of an expanding and aging infrastructure network.

What if it had? An additional \$1.4 million would have been transferred in 2015, which would have brought the total transfer to \$3,031,725. Those additional funds would make a big difference in allowing the city to begin addressing its most pressing infrastructure challenge: local transportation improvements for which federal and state funds are not available. Some of these projects would result in additions to the city's street network, and some would improve safety.

A 2011 Transportation Update report, which was presented to city council in 2011 identified multiple projects, such as Merrick Parkway and Valleyside Drive extensions that, if completed, would expand the city's street network and help to alleviate peak-hour congestion. This was one of several priorities identified in the city's 2015 citizen survey.

While the city's local transportation needs are challenging, so too are meeting local obligations related to the state and federal highway system within the City. The big difference, however, is that for these projects the city takes advantage of state and federal funding. Two projects which will likely begin in the next 12-24 months are the Ohio 315/US 23 intersection and Pennsylvania Avenue/US 23 interchange, both of which are being funded mostly by non-local sources. The city also takes advantage of various grant programs, which together provide 60 percent of the annual roadway resurfacing budget.

Like so many of the CIPs before it, this one does not begin to address the city's mounting transportation needs. And in some cases, such as at the "Point" and the 36/37 corridor, the resources of the city's CIP may never be adequate to provide even the typically required 20-percent local matching project contributions. Current estimates just to replace the Point Bridge, which would add capacity and reduce congestion, are \$16 million. Add to this the cost to improve East Central Avenue by adding turn lanes and reconstructing the road, estimated to be \$8 million, and the project grows to \$24 million.

This year's CIP included funding for updating the city's Transportation Plan, work that is underway now by a transportation engineering consultant. The key components of the update will be:

1. Update City Traffic Forecasting & Projections (2015-2040) for use in City

- roadway network improvements analysis and prioritization.
2. Descriptions and updates of the key network expansion and improvement projects including 15 priority transportation initiatives that would improve traffic flow and network connectivity while relieving congestion throughout the City. The completed document will include a matrix to assist in identifying both the merits and challenges associated with each project.
 3. Descriptions and summaries of the major transportation infrastructure maintenance components including bridges, traffic signals, guardrail, street lighting, signage and striping, pavement maintenance, and the street sweeping and snow removal programs.

The goal is to have a complete first draft available by the end of 2015. The document will be valuable information in determining annual dollar amounts required for needed City transportation projects and vital transportation maintenance programs.

At the same time, lacking a dedicated funding source to address our transportation challenges, we also must identify revenue options. The time is now to address our transportation needs because the need is real.

In addition, the City continues to focus on the importance of economic development, primarily in the City's south west (Industrial Park) quadrant.

The construction of Innovation Court, and associated utilities, is currently underway supporting the relocation of EMS and adding 20 acres of additional pad ready sites.

A drainage analysis will be completed in 2015 to evaluate storm water improvements needed to continue the extension of Sawmill Parkway project from its current termination point to Section Line Road, to further add to available properties.

In order to prepare for other continued economic development needs, the Public Service Group, through use of the Development Reserve Fund, in concurrence with City Council, will engage a civil engineering firm to complete engineering plans for the construction of a roadway extension of Jeg's Blvd. from its current terminus to an intersection with the Sawmill Parkway extension. This design work will begin in 2015, and be completed in early 2016.

The Public Works Department, with assistance from the Economic Development Department will begin investigating funding opportunities for construction of the roadway extension along this development corridor. It is anticipated that the utility and roadway improvements would be completed as

a single project to accommodate pending industrial development in the area.

Funding for utility improvements along the nearly one mile-long Jeg's Blvd. extension is included in this CIP, along with \$100,000 in additional infrastructure improvements (upgrades to the Slack Road Lift Station) to support development.

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As you read through the CIP, you will see that each major section is preceded by a narrative providing an overview of the major projects and highlighting any policy issues needing Council consideration.

Over the next several weeks staff and I look forward to reviewing this CIP with City Council. I want to thank my staff for their hard work in putting this document together, in particular, my Executive Assistant Michele Kohler, Public Service Group Director Dan Whited and Finance Director Dean Stelzer.

**City of Delaware  
Capital Improvement Plan  
2016 - 2020**

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**CITY OF DELAWARE  
CAPITAL IMPROVEMENT PLAN  
GENERAL FUND SUMMARY  
2016 - 2020**

|                                                             | 2016             | 2017             | 2018             | 2019             | 2020             |
|-------------------------------------------------------------|------------------|------------------|------------------|------------------|------------------|
| <b>BALANCE FORWARD</b>                                      | <b>567,830</b>   | <b>420,981</b>   | <b>222,397</b>   | <b>56,682</b>    | <b>259,846</b>   |
| <b>REVENUES:</b>                                            |                  |                  |                  |                  |                  |
| INCOME TAX                                                  | 1,700,000        | 1,750,000        | 1,750,000        | 1,750,000        | 1,750,000        |
| <b>BALANCE PLUS REVENUE</b>                                 | <b>2,267,830</b> | <b>2,170,981</b> | <b>1,972,397</b> | <b>1,806,682</b> | <b>2,009,846</b> |
| <b>EXPENDITURES:</b>                                        |                  |                  |                  |                  |                  |
| <b>DEBT SERVICE</b>                                         |                  |                  |                  |                  |                  |
| 2012 Streetscape (\$2,542,516 through 2022)                 | 281,624          | 282,860          | 284,058          | 282,635          | 269,904          |
| 2006 Ross St. (\$210,000 though 2016)                       | 57,338           | 0                | 0                | 0                | 0                |
| 2006 Pool Maint. (\$247,522 through 2016)                   | 68,805           | 0                | 0                | 0                | 0                |
| 2016 PW Building Maint. (\$450,000 through 2027)            |                  | 53,410           | 53,410           | 53,410           | 53,410           |
| <b>TOTAL DEBT SERVICE</b>                                   | <b>407,767</b>   | <b>336,270</b>   | <b>337,468</b>   | <b>336,045</b>   | <b>323,314</b>   |
| <b>AMOUNT AVAILABLE FOR CAPITAL IMPROVEMENTS AFTER DEBT</b> | <b>1,860,063</b> | <b>1,834,711</b> | <b>1,634,929</b> | <b>1,470,637</b> | <b>1,686,532</b> |
| <b>OTHER EXPENDITURES</b>                                   |                  |                  |                  |                  |                  |
| AIRPORT IMPROVEMENTS (pg. 4)                                | 28,211           | 22,034           | 0                | 0                | 0                |
| STREET IMPROVEMENTS (pg. 8)                                 | 348,711          | 291,155          | 616,527          | 251,571          | 705,828          |
| PARK IMPROVEMENTS (pg. 15)                                  | 27,160           | 165,000          | 115,000          | 80,000           | 15,000           |
| EQUIPMENT REPLACEMENT (pg.18)                               | 600,000          | 500,000          | 500,000          | 500,000          | 550,000          |
| TECHNOLOGY IMPROVEMENTS (pg. 22)                            | 150,000          | 444,125          | 154,720          | 184,220          | 102,720          |
| BUILDING MAINTENANCE (pg. 26)                               | 185,000          | 65,000           | 67,000           | 70,000           | 70,000           |
| SIDEWALK MAINTENANCE (pg. 28)                               | 100,000          | 125,000          | 125,000          | 125,000          | 125,000          |
| <b>TOTAL OTHER EXPENDITURES</b>                             | <b>1,439,082</b> | <b>1,612,314</b> | <b>1,578,247</b> | <b>1,210,791</b> | <b>1,568,548</b> |
| <b>ENDING BALANCE</b>                                       | <b>420,981</b>   | <b>222,397</b>   | <b>56,682</b>    | <b>259,846</b>   | <b>117,984</b>   |

## **AIRPORT IMPROVEMENTS**

### Description:

The Delaware Municipal Airport (DLZ) is located in the heart of the Delaware Business Center at 1075 Pittsburgh Drive in Delaware, Ohio. The 315 acre facility is surrounded by the city's vital industrial district and is just three miles southwest of the historic center of Downtown Delaware. The City of Delaware owns, operates, maintains, and manages the airport and its facilities including the administration building, two maintenance hangars, six T-hangers and the existing 5000 LF Runway 28. The Delaware Municipal Airport serves as a general aviation reliever for OSU's Don Scott Field. Today, the Delaware Municipal Airport has nearly 100 based aircraft including both single and multi-engine aircraft and helicopters, and sees an estimated 40,000 operations per year, including corporate jet activity, recreational, and military flying and flight instruction. The primary users of the airport and its facilities include local businesses, residents of Delaware and the surrounding counties, as well as transient users. Currently, businesses based at the Delaware Municipal Airport provide flight instruction for fixed-wing aircraft, maintenance, avionics repair, and private covered storage.

In 2015, the proposed 800 LF Runway 28 extension project advanced through final design, and was subsequently bid in May. Award of the contract is pending approval of the FAA Grant application submitted in July. Construction is pending final grant award notification, execution and contract approval. It is anticipated the majority of construction will occur in 2016. As part of the project, the existing runway will be resurfaced along with the east end of taxiway 'A'. Future construction activities at the Airport include resurfacing of Taxiway 'A' to the west, ramp area expansion to the east, and installation of additional perimeter fencing, all requiring future FAA funding.

The Airport Master Plan is also due for updating in the next three years. The update largely addresses infrastructure needs and future building expansion at the Airport. In addition to this effort however, the city is contemplating enlisting the services of an experienced consultant to review existing Airport business plans and to provide recommended updates to them accordingly. As part of the update, the city is looking for direction as to what airport related services and operations should be considered to attract and retain additional airport related businesses.

### Primary Strategic Plan Theme/Goals:

#### Effective Government

EF1 - Effectively deliver the services that Delaware citizens need, want, and are willing to support

Master Planning Efforts:

2011 – Runway 28 Extension Program: Runway Length Justification Analysis  
& Project Definition Study – RW Armstrong

2016 – Wildlife Study

2019 – ALP Master Plan Update

2016 – Airport Business Plan Review & Update

**CAPITAL IMPROVEMENT PLAN  
AIRPORT IMPROVEMENT FUND  
2016 - 2020**

|                                                      | 2016            | 2017           | 2018           | 2019           | 2020           |
|------------------------------------------------------|-----------------|----------------|----------------|----------------|----------------|
| <b>BALANCE FORWARD</b>                               | <b>(33,651)</b> | <b>42,894</b>  | <b>208,639</b> | <b>384,384</b> | <b>560,129</b> |
| <b>REVENUES:</b>                                     |                 |                |                |                |                |
| FAA Entitlement                                      | 150,000         | 150,000        | 150,000        | 150,000        | 150,000        |
| FAA Apportionment                                    |                 |                |                |                |                |
| ODOT Grant                                           | 448,804         | 418,653        |                |                |                |
| TIF Collections                                      | 25,745          | 25,745         | 25,745         | 25,745         | 25,745         |
| <i>CIP Allocation (pg. 1)</i>                        | <b>28,211</b>   | <b>22,034</b>  | <b>0</b>       | <b>0</b>       | <b>0</b>       |
| <b>TOTAL REVENUES</b>                                | <b>652,760</b>  | <b>616,432</b> | <b>175,745</b> | <b>175,745</b> | <b>175,745</b> |
| <b>EXPENDITURES:</b>                                 |                 |                |                |                |                |
| <i>City Non-Grant</i>                                |                 |                |                |                |                |
| <i>Grant Improvements</i>                            |                 |                |                |                |                |
| FAA Reimbursable Agreement (PAPI/REILS)              |                 |                |                |                |                |
| Runway 28 Extension (\$16,832 entitlement)           |                 |                |                |                |                |
| Taxiway A Reconstruction (East)                      |                 |                |                |                |                |
| Runway 28 Expan. & Overlay - CHA CE/CI Task 13)      |                 |                |                |                |                |
| Exhibit A - Boundary Survey Update - Task 14         |                 |                |                |                |                |
| Airfield Lighting Vault (65,921 entitlement)         |                 |                |                |                |                |
| Airport Wildlife Study (\$7,200 entitlement)         | 8,000           |                |                |                |                |
| Taxiway A Design/Construction (\$72,000 entitlement) | 548,215         | 440,687        |                |                |                |
| Wetland Mitigation                                   |                 |                |                |                |                |
| <i>TIF Improvements</i>                              |                 |                |                |                |                |
| Gate #1 Improvements/Signage/Security Fence          | 20,000          |                |                |                |                |
| Gate #2 & #3 Signage                                 |                 | 10,000         |                |                |                |
| <b>TOTAL EXPENDITURES</b>                            | <b>576,215</b>  | <b>450,687</b> | <b>0</b>       | <b>0</b>       | <b>0</b>       |
| <b>AIRPORT IMPR. FUND BALANCE</b>                    | <b>42,894</b>   | <b>208,639</b> | <b>384,384</b> | <b>560,129</b> | <b>735,874</b> |
| <i>Entitlement Balance</i>                           | 4,879           | 154,879        | 304,879        | 454,879        | 604,879        |
| <i>TIF Balance</i>                                   | 38,015          | 53,760         | 79,505         | 105,250        | 130,995        |
|                                                      | 42,894          | 208,639        | 384,384        | 560,129        | 735,874        |

## **STREETS**

### Description:

Street resurfacing remains the largest component of the Highway Maintenance Plan, and when considering the limited availability of funding, continues to directly compete with other priority highway maintenance needs such as crash barrier repairs, street lighting, traffic signals, crack sealing, and signage and striping needs. Identifying additional funds for the city's resurfacing program continues to be an enormous challenge. Inflation in material prices has yielded a doubling of asphalt costs and related resurfacing projects. Add to this, an expanding inventory of new residential streets, many of which built in the mid-1990's to early 2000's now also require resurfacing.

This CIP continues to allocate all Ohio Public Works Commission (OPWC) and Community Development Block Grant (CDBG) funds we receive to the resurfacing program. The Delaware County Engineer has supported the City's OPWC applications with \$50,000 in matching funding. Recently, the City increased the level of funding requested and was awarded \$349,000 for the 2015 program. Future applications will make larger funding requests for the larger resurfacing projects. The OPWC funds are awarded through a competitive process by which higher ranking projects include streets with higher Average Daily Traffic loads such as arterial and collector roads. Although State funds are available for street paving, the ODOT Urban Resurfacing Program will not be tapped again until 2017-2018, when funds will be needed to resurface US 42 north of William Street, requiring a 20 percent local match.

CDBG funds have been reduced from prior year levels, allowing for only \$60,000 per year, which results in the need to add additional local funding most years to resurface one or more eligible streets. Though CDBG funds are limited to low/moderate income designated areas, the cost of maintaining these streets exceeds the funding available, thus necessitating additional local dollars.

The 2016-2020 Five-Year Resurfacing Program includes an average annual expenditure of \$950,000 per year for roadway paving. Of this amount, 60% comes from grants while 40% is from local revenues. The majority of funds, 90%, are directed toward the arterial and collector roads while only 10% is available for local streets, though local streets make up 52% of the total lane miles within the city. This approach is necessary in order to prioritize and maintain the most travelled and visible streets. However, many low-volume residential streets and cul-de-sacs are left without an identified funding source and continue to degrade.

Analysis continues to demonstrate the steady rate of pavement deterioration of the local street network with the average pavement condition for local streets

dropping on an annual basis. It is understood that the increasing quantity of new pavements added to the inventory by way of development activity, continues to artificially elevate the local street network pavement rating. When discounting the impact on the overall pavement condition rating from newly constructed streets, the actual pavement rating for the majority of the local street network is currently estimated at D+. While pavement conditions worsen, maintenance costs will increase as repairs continue to be deferred to future years. Various analyses have all yielded similar results when identifying the future funding needs to improve the local street network. The actual amount required depends on factors such as anticipated level of service, future maintenance costs, and public tolerance of pavement conditions. It is estimated that a total annual resurfacing expenditure at or above \$2 million would provide the necessary funding to more adequately manage the city's roadway network maintenance needs.

Bridge Improvements continues to be an area where funding limitations prevents the timely maintenance of certain non-critical items on several structures the City is responsible for. Examples include repair to abutment and wing walls, deck repairs, channel improvements and approach transition resurfacing. The City is required to inspect all structures annual and submit results to the State. Reports continue to identify certain repair areas and items that need to be addressed before more serious and critical deterioration occurs. Most recently, the bridge deck surface carrying South Sandusky Street over the Delaware Run was found to be severely deteriorated and in need of repair. Failure to address the condition will result in subsequent deterioration and increased repair costs. With the number of structures managed by the City, it is anticipated such repairs will be an ongoing responsibility in future budget years as well as the current.

Rail crossings subject to increasing traffic show signs of increased wear and deterioration. The City has been able to partner with CSX for repairs of two of the heavier utilized crossings (E. Central and W. William Street). The crossing on Pittsburgh Drive will be repaired in the fall of 2015. Ongoing discussions with CSX will determine if the London Road and Pennsylvania Ave. crossings can be reconstructed later in 2015. Additional partnering efforts with CSX are anticipated to address the Curtis Street crossing.

Primary Strategic Plan Theme/Goals:

Great Community/Healthy Economy

GC2 - Provide an efficient transportation system with safe and complete streets

HE1 – Build and Maintain a Healthy Economy

Master Planning Efforts:

2015 – Highway Maintenance Plan Development  
2016 – Implementation of In-house Pavement Evaluation

**CAPITAL IMPROVEMENT PLAN  
STREET IMPROVEMENTS  
2016 - 2020**

|                                              | 2016           | 2017           | 2018             | 2019           | 2020             |
|----------------------------------------------|----------------|----------------|------------------|----------------|------------------|
| <b>REVENUES:</b>                             |                |                |                  |                |                  |
| PERMISSIVE TAX (License Fee Fund)            | 404,000        | 408,040        | 412,120          | 416,242        | 420,404          |
| STATE LICENSE FEES                           | 17,675         | 17,852         | 18,030           | 18,211         | 18,393           |
| STATE GASOLINE TAXES                         | 83,500         | 84,000         | 84,500           | 85,000         | 85,000           |
| <i>CIP Allocation (pg. 1)</i>                | <b>348,711</b> | <b>291,155</b> | <b>616,527</b>   | <b>251,571</b> | <b>705,828</b>   |
| <b>TOTAL REVENUE</b>                         | <b>853,886</b> | <b>801,047</b> | <b>1,131,178</b> | <b>771,023</b> | <b>1,229,625</b> |
| <b>EXPENDITURES:</b>                         |                |                |                  |                |                  |
| <b>DEBT SERVICE</b>                          |                |                |                  |                |                  |
| Bonds - S. Houk Road                         | 103,886        | 31,047         | 31,178           | 31,023         | 29,625           |
| <b>TOTAL DEBT SERVICE</b>                    | <b>103,886</b> | <b>31,047</b>  | <b>31,178</b>    | <b>31,023</b>  | <b>29,625</b>    |
| <b>STREET RESURFACING</b>                    |                |                |                  |                |                  |
| City Grant Match Street Resurfacing          | 320,000        | 150,000        | 480,000          | 500,000        | 370,000          |
| ODOT URP Street Resurfacing City Match       |                | 200,000        |                  |                |                  |
| City Street Resurfacing -                    |                |                |                  |                |                  |
| Network Streets                              | 205,000        | 260,000        | 0                | 0              | 550,000          |
| Administrative/Inspection                    | 50,000         | 50,000         | 50,000           | 50,000         | 50,000           |
| <b>TOTAL STREET RESURFACING</b>              | <b>575,000</b> | <b>660,000</b> | <b>530,000</b>   | <b>550,000</b> | <b>970,000</b>   |
| <b>TRANSPORTATION IMPROVEMENTS</b>           |                |                |                  |                |                  |
| City Grant Match Transportation Improvements | 0              | 60,000         | 520,000          | 140,000        | 180,000          |
| Bridge Improvements                          | 175,000        | 50,000         | 50,000           | 50,000         | 50,000           |
| <b>TOTAL TRANSPORTATION IMPROVEMENTS</b>     | <b>175,000</b> | <b>110,000</b> | <b>570,000</b>   | <b>190,000</b> | <b>230,000</b>   |
| <b>TOTAL EXPENDITURES</b>                    | <b>853,886</b> | <b>801,047</b> | <b>1,131,178</b> | <b>771,023</b> | <b>1,229,625</b> |

| <b>Street/Transportation Improvements All Sources</b> |                  |                  |                  |                  |                  |
|-------------------------------------------------------|------------------|------------------|------------------|------------------|------------------|
| Street Resurfacing City Funds                         | 575,000          | 660,000          | 530,000          | 550,000          | 970,000          |
| Street Resurfacing Grant Funds                        | 590,000          | 610,000          | 580,000          | 605,000          | 585,000          |
| <b>Total Street Resurfacing</b>                       | <b>1,165,000</b> | <b>1,270,000</b> | <b>1,110,000</b> | <b>1,155,000</b> | <b>1,555,000</b> |
| Transportation Improvements City Funds                | 175,000          | 110,000          | 570,000          | 190,000          | 230,000          |
| Transportation Improvements Grant Funds               | 2,800,000        | 490,000          | 5,080,000        | 860,000          | 1,720,000        |
| Transportation Improvements Debt Service              | 103,886          | 31,047           | 31,178           | 31,023           | 29,625           |
| <b>Total Transportation Improvements</b>              | <b>3,078,886</b> | <b>631,047</b>   | <b>5,681,178</b> | <b>1,081,023</b> | <b>1,979,625</b> |
| <b>Total Street/Transportation Improvements</b>       | <b>4,243,886</b> | <b>1,901,047</b> | <b>6,791,178</b> | <b>2,236,023</b> | <b>3,534,625</b> |

## **GRANTS**

### Description:

Several key transportation projects are identified in the Capital Plan, all of which are in varying stages of planning efforts. These large initiatives are only possible through access to significant funding opportunities including the Surface Transportation Program (STP), State Safety Program, and Federal Earmark funding. Federal funding generally requires a local 20% matching contribution; however, careful planning and successful lobbying efforts by city staff of our local, State, and Federal representatives has yielded 100% funding for two of the three major transportation projects under design including the US23/SR315 Intersection Improvements and the William Street Corridor Improvement project. The recent availability of State Toll Revenue Credit offsets has allowed \$457,375 in local funding obligation to be eliminated for the US23/Pennsylvania Ave. Interchange Improvement project by utilizing federal attributable funding set aside for Delaware through MORPC. This same strategy was also implemented to cover up to \$250,000 in additional cost associated with the pending US23/315 project.

An estimated balance of \$770,000 in attributable federal funding remains available to the city for additional transportation initiatives. Strategically, the city should wait until the completion of the three major highway initiatives before considering identifying a new project eligible for such funding. Utility of these funds must be programed through MORPC, is limited to projects for highways included on the Federal Aid System, and must be programmed a few years or more in advance. Once the balance of reserved attributable funds is exhausted, the city will have to compete with other Central Ohio agencies under the jurisdiction of MORPC for future funding. The next bi-annual application period begins in 2016.

Many other significant transportation initiatives are routinely discussed among staff, council and the public including Valleyside Drive Extension, Merrick Blvd. extension, Cheshire Rd realignment, Cottswold Drive extension, The Point Railway Bridge, and various phases of Glenn Parkway. Multiple other intersection improvements and roadway widening and turn lane projects have also been identified. Most recently, the need to address the rapidly deteriorating condition of Central Ave., specifically between the Point and US23 has been gaining attention. The city is contemplating submitting an application in 2016 for MORPC attributable funding for both the E. Central Corridor improvements and The Point railroad bridge project. Doing so will necessitate identifying local matching funding for construction and dedicating funding for preliminary project development. Unfortunately, even if approved, funding for construction would not be available until 2022.

There is not sufficient funding to address all transportation in the city. Projects must be prioritized in association with the ongoing Transportation

Plan update work. The city has seen the successful completion of several large project initiatives over the past ten years including Houk Rd and Glenn Parkway extensions, the Peachblow/Glenn/US23 intersection, The Point Phase I improvements, the recently completed Houk Rd Bikeway, and several smaller intersection and roadway improvement projects. Many of these projects were able to advance with partnerships with the local development community. The Sawmill Parkway project also reached a milestone this year in seeing the establishment of the city-county construction agreement over the project funding.

Three major projects in this CIP are ODOT-City partnerships referred to as LPA (Local Public Agency) projects. The US 23 and Pennsylvania-Sandusky Street Extension project is in right-of-way acquisition with sale and award anticipated in December. The project will be bid and constructed by ODOT in 2016. The William Street Improvements, which was designated as an ODOT LPA project in 2013, is being partially funded through the successful repurposing of the Veteran's Parkway earmark. The City will oversee the design of this project, while ODOT will acquire right-of-way, bid, and construct the project. If overall project costs can be contained with minimal changes in scope, it could be completed with limited local match required. The US 23 and SR 315-Stratford Road Improvements projects remain on schedule for construction in 2016. The project is being handled primarily by ODOT. Right-of-way and construction costs are currently 100-percent ODOT funded.

Improvements were completed to the "Point Intersection" in 2009 to better manage peak hourly volumes of westbound US36/SR37 traffic. While the intersection continues to operate at an improved level of service most hours of the day, eastbound movements are experiencing increased delay as was predicted during design analysis. As traffic continues to increase on 36/37, (estimated ADT at 35,000), consideration to replacement of the existing railway bridge is under way. A feasibility study has been completed identifying several conceptual alternatives for the replacement of the bridge. Following additional review and direction from Norfolk & Southern Railway, the city will be in a better position to understand the scope, cost and feasibility to advance a bridge replacement project. Such a project will require significant State and Federal funding.

The East Central (SR37) corridor remains a priority concern as the condition of pavement continues to deteriorate with the increasing traffic loading, including a significant percentage of large transport truck traffic. The original roadway sub-base and lack of pavement drainage certainly contribute to the pavement degradation. Efforts to maintain the pavement have been limited to placing leveling courses of asphalt as the surface continues to rut and break apart. Significant pavement reconstruction is required to address the issues, along with improvements to drainage, lane widths, and intersection geometry. A project of this magnitude will cost several million to complete and will require

assistance from the State with federal transportation funds. In order to secure federal dollars, the city must submit and competitively compete for Surface Transportation Dollars (STP) available through a competitive grant process administered through MORPC. Grant applications are received every two years, with 2016 being a new cycle. If funded, the STP funds would likely not be available until 2022. The City though, should be able to commence study and design work in advance of the availability of the federal funds and have those expenditures count toward the required 20% local funding match. Staff will be evaluating the possibility of submitting the E Central corridor, possible in combination with The Point RR Bridge, for a 2016 STP funding request.

Primary Strategic Plan Theme/Goals:  
Great Community/Healthy Economy

GC2 - Provide an efficient transportation system with safe and complete streets

GC3 - Provide a effective stewardship of natural resources (parks, open space, Olentangy River, Delaware Run)

HE1 - Build and Maintain a Healthy Economy

Master Planning Efforts:

2014 - The Point Intersection Alternatives Analysis & Review

2015 - Transportation Model & Plan Update

**CAPITAL IMPROVEMENT PLAN  
GRANT PROJECTS  
2016 - 2020**

|                                                           | 2016             | 2017             | 2018             | 2019             | 2020             |
|-----------------------------------------------------------|------------------|------------------|------------------|------------------|------------------|
| <b>REVENUES:</b>                                          |                  |                  |                  |                  |                  |
| <b>Grant Funds:</b>                                       |                  |                  |                  |                  |                  |
| ODOT Earmark E. William St.                               | 100,000          | 250,000          | 3,000,000        |                  |                  |
| ODOT Safety Funds                                         | 215,000          |                  |                  |                  |                  |
| MORPC - STP Funds -US36/E. William                        |                  |                  | 1,520,000        |                  |                  |
| MORPC STP Funds - Central & Point Intersection            |                  | 240,000          | 560,000          | 560,000          | 720,000          |
| MORPC - CMAQ                                              |                  |                  |                  | 300,000          | 1,000,000        |
| MORPC/ODOT Pennsylvania Ave. Interchange                  | 2,585,000        |                  |                  |                  |                  |
| OPWC - Street Rehabilitation                              | 450,000          | 450,000          | 450,000          | 450,000          | 450,000          |
| County OPWC Project                                       | 50,000           | 50,000           | 50,000           | 50,000           | 50,000           |
| RLF Fund                                                  | 30,000           | 50,000           | 20,000           | 45,000           | 25,000           |
| CDBG Rehabilitation                                       | 60,000           | 60,000           | 60,000           | 60,000           | 60,000           |
| <b>City Match Transportation Improvements</b>             |                  |                  |                  |                  |                  |
| E. Central Ave./Point Improvements City Share             |                  | 60,000           | 520,000          | 140,000          | 180,000          |
| <b>City Match Transportation Improvmnts Total (pg. 3)</b> | <b>0</b>         | <b>60,000</b>    | <b>520,000</b>   | <b>140,000</b>   | <b>180,000</b>   |
| <b>City Match Street Resurfacing (pg. 3)</b>              | <b>320,000</b>   | <b>150,000</b>   | <b>480,000</b>   | <b>500,000</b>   | <b>370,000</b>   |
| <b>TOTAL REVENUE</b>                                      | <b>3,810,000</b> | <b>1,310,000</b> | <b>6,660,000</b> | <b>2,105,000</b> | <b>2,855,000</b> |
| <b>EXPENDITURES:</b>                                      |                  |                  |                  |                  |                  |
| <b>Transportation Improvements</b>                        |                  |                  |                  |                  |                  |
| US 23 & Pennsylvania                                      | 2,585,000        |                  |                  |                  |                  |
| US 36/E. William St. Improvements (Design)                | 100,000          | 250,000          | 4,900,000        |                  |                  |
| CSX Overheight Detection System                           | 215,000          |                  |                  |                  |                  |
| E. Central Ave. Improvements                              |                  |                  | 400,000          | 400,000          | 400,000          |
| The Point Improvements                                    |                  | 300,000          | 300,000          | 300,000          | 500,000          |
| Signal Coordination Analysis and Update                   |                  |                  |                  | 300,000          | 1,000,000        |
| <b>Street Resurfacing</b>                                 |                  |                  |                  |                  |                  |
| <b>OPWC Projects</b>                                      |                  |                  |                  |                  |                  |
| - N. Sandusky Street, Park Ave. (Sandusky - Curtis)       | 820,000          |                  |                  |                  |                  |
| - London Road                                             |                  | 650,000          |                  |                  |                  |
| - Pittsburgh Drive, Heffner St.                           |                  |                  | 980,000          |                  |                  |
| - Houk Road (Pittsburgh to Merrick)                       |                  |                  |                  | 1,000,000        |                  |
| - Liberty Rd., Belle Ave.                                 |                  |                  |                  |                  | 870,000          |
| <b>CDBG Grant</b>                                         |                  |                  |                  |                  |                  |
| <b>- Weiser Ave</b>                                       |                  |                  |                  |                  |                  |
| - Kurrley, Ann, Elm, Wade, Bank                           | 90,000           |                  |                  |                  |                  |
| - Harrison St. (East and West)                            |                  | 110,000          |                  |                  |                  |
| - Wade St., Moore St.                                     |                  |                  | 80,000           |                  |                  |
| - English Terrace, Pumphrey Terrace                       |                  |                  |                  | 105,000          |                  |
| - Wootring                                                |                  |                  |                  |                  | 85,000           |
| <b>TOTAL EXPENDITURES</b>                                 | <b>3,810,000</b> | <b>1,310,000</b> | <b>6,660,000</b> | <b>2,105,000</b> | <b>2,855,000</b> |

## **PARKS IMPROVEMENTS**

### Description:

The City will continue to complete major improvements to the neighborhood and community parks system through the allocation of \$3.8M of Parks Levy funds. Focus is centered on completion of an all inclusive Spray and Play Facility and Veterans Memorial Plaza at Veterans Park. With the final phases of \$23 million in tax levy financed infrastructure and recreational field improvements coming to a close, emphasis will shift toward park operations, programming, and sustainability initiatives that integrate and highlight the abundant natural resources that are available to the community.

The City has begun a Bikeway Master Plan update based on input from staff, Planning Commission, Parks and Recreation Advisory Board, City Council and our citizens who provided detailed feedback on trail needs within the City. Regional trail system connections are being studied that include the Olentangy River corridor and Delaware Run corridor, and connections of major resources such as the Stratford Ecological Center, Gallant Woods Preserve, and Delaware Lake to the trail system. With a Parks & Natural Resources Director in place in 2016, we will place focus on the updated bikeway plan and address prioritization of trails improvements as a part of the CIP.

Parks Impact fees are utilized toward the construction of regional improvements that benefit the community in general. Improvements completed over the last decade with impact fees include the Jack Florance pool complex, Mingo Park administrative office expansion, and addition of the Three-Season Shelter. With the retirement of associated debt service, funding has become available through accumulating fees that could be utilized for new regional initiatives to connect our area resources such as filling gaps in the City's bikeway and trails system.

This CIP includes funding in 2016, 2017 and 2018 to complete trail connectivity on William St between Penick Ave and Houk Road to connect numerous neighborhoods to the City parks and schools, retail and commercial establishments in the area, and on Central Ave between the Westfield Shopping Center and Trotters Landing to safely connect large residential areas into the trail system.

The completion of trails between Penick Ave and Houk Rd will build on trail extensions to be built as part of pending privately funded improvements to the Church of Latter Day Saints and the Delaware Court Retirement Facility.

The connection between Westfield and Trotters was included in last year's CIP. However, detailed evaluation of the project revealed design and construction challenges related to existing slopes, utility line locations and condition of the

connecting trail that will necessitate shifting the project into the 2016 calendar year.

As noted, these trail connectivity and safety projects are largely funded through impact fees. Working hand in hand with our consultant and their funding experts, staff will make concerted efforts to acquire grants to supplement City funding for these much needed projects

Primary Strategic Plan Theme/Goals:

Great Community

GC2 - Provide an efficient transportation system with safe and complete streets

GC3 - Provide a effective stewardship of natural resources and sustainability (parks, open space, Olentangy River, Delaware Run)

GC4 - Provide a variety of recreational and cultural opportunities

Master Planning Efforts:

2014 Parks Levy Budget Plan (Smartsheet)

Unknown year – Strategic Master Plan for Parks, Recreation, and Open Space - NBBJ

2012- Delaware Run Best Management Practice Feasibility Study – Cardno-ENTRIX

2015 - Update 2010 Bikeway Plan – prioritize improvements based on 2010 study and 2015 study to fill gaps, correct safety concerns and locate additional means of funding and develop conceptual plans to address these items.

**CAPITAL IMPROVEMENT PLAN  
PARKS IMPROVEMENT FUND  
2016 - 2020**

|                                            | 2016   | 2017    | 2018    | 2019   | 2020   |
|--------------------------------------------|--------|---------|---------|--------|--------|
| <b>BALANCE FORWARD</b>                     | 67,840 | 30,000  | 5,000   | 5,000  | 5,000  |
| <b>REVENUES:</b>                           |        |         |         |        |        |
| Neighborhood Park Exaction Fees            | 5,000  | 5,000   | 5,000   | 5,000  | 5,000  |
| <i>CIP Allocation (pg. 1)</i>              | 27,160 | 165,000 | 115,000 | 80,000 | 15,000 |
| <b>TOTAL REVENUES</b>                      | 32,160 | 170,000 | 120,000 | 85,000 | 20,000 |
| <b>EXPENDITURES:</b>                       |        |         |         |        |        |
| <b>COMMUNITY PARKS</b>                     |        |         |         |        |        |
| - Mingo                                    | 20,000 | 180,000 | 15,000  | 45,000 |        |
| - Hidden Valley Clubhouse/ADA Improvements | 10,000 |         |         |        |        |
| - Smith Park                               |        | 15,000  |         | 30,000 |        |
| - Blue Limestone                           |        |         |         |        | 20,000 |
| <b>NEIGHBORHOOD PARK IMPROVEMENTS</b>      |        |         |         |        |        |
| - Carson Farms                             |        |         | 10,000  |        |        |
| - Cheshire                                 |        |         | 10,000  |        |        |
| - Eastside                                 |        |         | 40,000  |        |        |
| - Lexington Glen                           | 40,000 |         |         | 10,000 |        |
| - Nottingham                               |        |         | 25,000  |        |        |
| - Stratford Woods                          |        |         | 20,000  |        |        |
| <b>TOTAL EXPENDITURES</b>                  | 70,000 | 195,000 | 120,000 | 85,000 | 20,000 |
| <b>ENDING FUND BALANCE</b>                 | 30,000 | 5,000   | 5,000   | 5,000  | 5,000  |

**CAPITAL IMPROVEMENT PLAN  
PARK IMPACT FEE IMPROVEMENT FUND  
2016 - 2020**

|                                                     | 2016           | 2017           | 2018           | 2019           | 2020           |
|-----------------------------------------------------|----------------|----------------|----------------|----------------|----------------|
| <b>BALANCE FORWARD</b>                              | 671,185        | 210,640        | 210,640        | 135,640        | 160,640        |
| <b>REVENUES:</b>                                    |                |                |                |                |                |
| Impact Fees                                         | 225,000        | 225,000        | 225,000        | 225,000        | 225,000        |
| Trail Improvement Grants                            |                | 150,000        |                |                |                |
| <b>TOTAL REVENUES</b>                               | <b>225,000</b> | <b>375,000</b> | <b>225,000</b> | <b>225,000</b> | <b>225,000</b> |
|                                                     |                |                |                |                |                |
| <b>EXPENDITURES:</b>                                |                |                |                |                |                |
| <b>DEBT SERVICE</b>                                 |                |                |                |                |                |
| <b>Bonds</b>                                        |                |                |                |                |                |
| Pool Imprvmnts (\$450,000 10yrs., 2006 Issue, 2016) | 56,295         |                |                |                |                |
| 2006 Mingo Expansion (\$500,000 10yrs., 2016)       | 62,550         |                |                |                |                |
| <b>Total Debt Service</b>                           | <b>118,845</b> | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>0</b>       |
|                                                     |                |                |                |                |                |
| <b>COMMUNITY PARK IMPROVEMENTS</b>                  |                |                |                |                |                |
| Ross St. Parkland Expansion (bldg. demo)            | 100,000        |                |                |                |                |
| Ross St. Park Improvement                           |                | 75,000         |                |                |                |
|                                                     |                |                |                |                |                |
| <b>COMMUNITY TRAIL IMPROVEMENTS</b>                 |                |                |                |                |                |
| SR 37 (Westfield-Trotters)                          | 466,700        |                |                |                |                |
| William St. (east of Applegate to Houk)             |                | 300,000        | 300,000        |                |                |
| Other Trail Expansion Projects                      |                |                |                | 200,000        | 200,000        |
| <b>TOTAL IMPACT FEE EXPENDITURES</b>                | <b>685,545</b> | <b>375,000</b> | <b>300,000</b> | <b>200,000</b> | <b>200,000</b> |
| <b>IMPACT FEE BALANCE</b>                           | <b>210,640</b> | <b>210,640</b> | <b>135,640</b> | <b>160,640</b> | <b>185,640</b> |

## **EQUIPMENT**

### Description:

Public Works completed an update of the comprehensive equipment inventory for all city departments in 2014. Identified are 160 individual major pieces of major rolling stock equipment, and additional 100 minor pieces. Major equipment includes all service vehicles and construction equipment, while minor equipment includes lawnmowers, golf carts, generators, etc. The majority of this equipment is serviced by the Fleet Maintenance staff of the Public Works department. Policy regarding equipment replacement needs to be reviewed. Because of the size of the fleet, an annualized budget should be developed taking into consideration all equipment in the city. Replacement of equipment should be a function of the needs of the operating department, engine hours and miles, cost of repairs, trade-in values, availability of back-up, condition, reliability and safety.

The Equipment Replacement fund includes vehicles operated by all divisions of the Public Works, Police, Parks and Natural Resources, and Planning departments. Refuse, Fire and Utility vehicles appear in the CIP under those associated funds. When a vehicle or piece of equipment is to be replaced or added to the fleet, the operating department, with assistance from Public Works Fleet division staff, specifies the make, model and associated specifications, and includes the total anticipated cost in the Equipment Fund. Parks and Natural Resources continue to follow the comprehensive equipment inventory schedule developed along with The Public Works Department. The department continues to trade in mowers after a year of service due to the amount of hours being placed on these units, trade in values and reliability. With the ever expanding needs of the department it will be imperative to continue this method and shortly add to the fleet, with a seventh mower.

Historically, police vehicles are decommissioned from police activity after three years of service due to safety and performance concerns. Though the vehicles generally have high mileage when retired from police use, the vehicles are generally in good condition and acceptable for other departments that are considered low mileage users of their respective vehicles. Changes to the police fleet vehicle colors and styles however make establishing a uniform identity to the remaining city fleet difficult to maintain.

### Primary Strategic Plan Theme/Goals:

Effective Government/Safe City/Effective Government

### Master Planning Efforts:

2014 – Comprehensive Update of Equipment Inventory

2015 – 2016 Evaluation of Equipment Replacement Practices

2016 – Evaluation of Fleet Service, Parts, Costs and Tracking Metrics

**CAPITAL IMPROVEMENT PLAN  
EQUIPMENT REPLACEMENT FUND  
2016 - 2020**

|                                           | 2016    | 2017    | 2018    | 2019    | 2020    |
|-------------------------------------------|---------|---------|---------|---------|---------|
| <b>BALANCES FORWARD</b>                   | 77,886  | 6,186   | 32,166  | 157,727 | 75,827  |
| <b>REVENUES:</b>                          |         |         |         |         |         |
| Cemetery Fund                             | 13,000  |         | 14,300  |         | 15,730  |
| Airport Fund                              | 115,000 |         | 28,000  | 16,000  |         |
| <i>CIP Allocation (pg. 1)</i>             | 600,000 | 500,000 | 500,000 | 500,000 | 550,000 |
| <b>TOTAL REVENUE</b>                      | 600,000 | 500,000 | 500,000 | 500,000 | 550,000 |
| <b>EXPENDITURES:</b>                      |         |         |         |         |         |
| <b>PUBLIC WORKS</b>                       |         |         |         |         |         |
| Pickup Trucks                             | 31,900  |         |         | 33,800  | 62,000  |
| Bucket Truck                              | 115,000 |         |         |         |         |
| 2 Ton Dump Truck                          | 150,800 |         |         | 159,959 | 164,700 |
| 1 Ton Utility Truck                       |         | 52,000  | 65,000  |         |         |
| Backhoe                                   |         | 79,524  |         |         | 85,000  |
| Skid Steer                                |         | 36,551  |         | 53,100  |         |
| Asphalt Recycler                          |         |         |         | 85,000  |         |
| Fork Lift                                 |         | 26,500  |         |         |         |
| Scissor Lift                              |         | 14,000  |         |         |         |
| Utility Van                               |         |         |         |         | 21,500  |
| <b>TOTAL PUBLIC WORKS</b>                 | 297,700 | 208,575 | 65,000  | 331,859 | 333,200 |
| <b>PARKS AND RECREATION</b>               |         |         |         |         |         |
| Pickup Trucks                             | 30,500  | 32,425  | 102,139 | 35,668  | 37,451  |
| Skid Steer                                |         |         |         | 45,373  |         |
| 1 Ton Dump Truck                          | 15,000  |         |         |         |         |
| Park Mowers                               | 17,000  | 27,500  | 21,000  | 22,000  | 23,000  |
| Flail/Rotary/Woods Mower                  |         | 7,500   | 15,000  |         |         |
| Utility Vehicle                           |         | 11,000  |         |         |         |
| Utility Tractor (snow plowing/ballfields) | 30,000  |         |         |         |         |
| Bucket Truck                              |         |         |         |         | 80,000  |
| 45 HP Tractor                             |         | 31,020  |         |         |         |
| <b>TOTAL PARKS AND RECREATION</b>         | 92,500  | 109,445 | 138,139 | 103,041 | 140,451 |
| <b>AIRPORT</b>                            |         |         |         |         |         |
| Mower                                     |         |         |         | 16,000  |         |
| GPU                                       |         |         | 28,000  |         |         |
| Jet A Truck (Used)                        | 115,000 |         |         |         |         |
| <b>TOTAL AIRPORT</b>                      | 115,000 | 0       | 28,000  | 16,000  | 0       |
| <b>POLICE DEPARTMENT</b>                  |         |         |         |         |         |
| Police Cruiser Replacements (3/yr.)       | 125,000 | 127,000 | 129,000 | 131,000 | 133,000 |
| Detective Vehicle                         | 28,500  | 29,000  |         |         |         |
| <b>TOTAL POLICE</b>                       | 153,500 | 156,000 | 129,000 | 131,000 | 133,000 |
| <b>CEMETERY</b>                           |         |         |         |         |         |
| Mower Replacement                         | 13,000  |         | 14,300  |         | 15,730  |
| <b>TOTAL CEMETERY</b>                     | 13,000  | 0       | 14,300  | 0       | 15,730  |
| <b>TOTAL EXPENDITURES</b>                 | 671,700 | 474,020 | 374,439 | 581,900 | 622,381 |
| <b>CARRY OVER BALANCE</b>                 | 6,186   | 32,166  | 157,727 | 75,827  | 3,446   |

## **INFORMATION TECHNOLOGY**

### **Description**

The City of Delaware Department of Information Technology exists to enable the various City departments to efficiently and effectively achieve their goals by delivering the high-quality services and technologies staff needs, while maintaining the fiscal responsibility our citizens expect. The technology related capital planning for the city can be classified into four major areas:

- Internal Infrastructure and Network Services
- External Network Infrastructure
- Application Software Systems Support
- Equipment Acquisition for End-User Support

### **Equipment Acquisition for End-User Support**

#### ***PC Replacements:***

This project has historically attempted to replace as many older and failing computers as possible. The City has increased the life expectancy of deployed machines from 3 to 5 years, and the observed trend moving away from traditional desktops to tablets and mobile technologies is anticipated to start driving replacement costs down after 2016.

#### ***Copier/Scanner Replacement***

In 2007, the City purchased 14 network-attached, multi-function copiers for printing, scanning, faxing, and traditional photocopying services. In the intervening years, that number has increased to 29 copiers/printers. The \$22,000 yearly funding in this project is intended to initiate a new Capital Lease, similar to the method used in 2007, to replace the copiers in 2016 and spread payment of the replacement units over their 6 to 7 year useful life.

### **Internal Infrastructure and Network Services**

#### ***High-capacity Storage***

In 2012 the City purchased a high-capacity storage disk array to house most of the City's file shares and provides storage for some non-critical virtual servers. This EMC disk array is now full, starting to show hardware failures, and the requirement for extremely high-capacity data storage will only increase. Market pressures continue to drive the cost of "capacity" storage down, and a budget of \$40,000 should be sufficient for large-scale replacement.

### **External Network Infrastructure**

#### ***Fiber Optic Networks***

The City has ten miles of fiber optic cable, both under- and above-ground connecting most of the City's assets. In the past the City has attempted to partner with external entities to further extend our fiber system capabilities. Moving forward we would like to take a more pro-active role in identifying fiber needs and opportunities. We hope to prepare a basic strategic plan with some outside contractual assistance in 2016 to identify strategic improvements that benefit not only internal city technology communication needs, but also foster economic development opportunities citywide.

### **Application Software Systems Support:**

The major system-wide software systems utilized by the City are:

- Azteca City works (City-wide Computerized Maintenance Management System, & Planning, Permitting, and Licensing)
- ESRI ArcGIS (City-wide Geographic Information System)
- Civica CMI (City-wide Financial and Revenue Collection software “suite” with specific modules for Payroll, Utility Billing, Income Tax Collection, and Financial and Budgetary Accounting)
- SunGard ONESolution (Police Record Management System / Computer Aided Dispatch)
- ZOLL FireRMS, ePCR, etc. (Fire and EMS integrated software)
- Microsoft Exchange (City-wide email, calendaring, and messaging software)

The current five year capital plan includes resources to replace/upgrade several existing software systems including the Police system in 2017 and several finance applications in 2016, 2018, and 2019. In addition new software is being proposed in 2016 for time and attendance software and a Human Resources management system. Most software systems require initial acquisition and implementation costs and then subsequent annual license fees in addition to annual support costs which are included in operations. Thus we are reflecting multi-year costs for several of the acquisitions.

#### ***Police Records Management System***

The Delaware Police Department currently utilizes a Record Management System / Computer Aided Dispatch software suite that utilizes “green screen” technology dating from the late 1990’s, and has existed in its current form since at least 2007.

The current software and support agreements do not include upgrades, and the most recent budgetary quote to move to a 21<sup>st</sup> century RMS came in at over three hundred thousand dollars. A full departmental needs assessment will begin in 2016 to determine if less costly alternatives are available, with a planned implementation of an integrated system in 2017.

#### ***Human Resources Systems***

The Department of Administrative Services presently does not have an integrated Human Resources Management software system, instead using a “constellation” of disparate Excel spreadsheets and Access databases. This makes recordkeeping and retention difficult, and increases the possibilities of human errors in processing employee records. In a time where security and records leaks are daily news, and statutory health care reporting provisions are looming, the need for a HR system that integrates with Payroll and Time & Attendance is critical.

#### **Strategic Plan Theme/Goals**

##### ***Effective Government***

(EF1—effectively deliver the services that Delaware citizens need, want, and are willing to support, by maintaining high quality technology.)

##### **Master Planning Efforts**

2016—Application Software Systems Support integrated Payroll, Time & Attendance, and Human Resource Management software systems.

2016—Internal Infrastructure and Network Services high-capacity storage replacements and upgrades.

2017—Application Software Systems Support possible integrated Police RMS and CAD software systems upgrade or replacement.

2017—Internal Infrastructure and Network Services network switch and firewall replacements.

2018—Application Software Systems Support improvements with integrated Budgetary Forecasting and Planning software systems.

2018— Internal Infrastructure and Network Services virtual server acquisitions.

2019—Application Software Systems Support improvements with integrated Local Income Tax Collection software systems.

2019—Infrastructure and Network Services improvements (difficult to forecast) probably migration to “cloud-based” Infrastructure as a Service offerings

2016-2020—Equipment Acquisitions for yearly PC Desktop, Laptop, Tablet hardware replacements and Copier / Scanner replacements.

2016-2020—External Network Infrastructure yearly fiber optic network expansion and maintenance.

**CAPITAL IMPROVEMENT PLAN  
TECHNOLOGY IMPROVEMENTS  
2016 - 2020**

|                                                   | 2016    | 2017    | 2018    | 2019    | 2020    |
|---------------------------------------------------|---------|---------|---------|---------|---------|
| <b>REVENUES:</b>                                  |         |         |         |         |         |
| <i>CIP Allocation (pg. 1)</i>                     | 150,000 | 444,125 | 154,720 | 184,220 | 102,720 |
| <b>TOTAL REVENUE</b>                              | 150,000 | 444,125 | 154,720 | 184,220 | 102,720 |
| <b>EXPENDITURES:</b>                              |         |         |         |         |         |
| <b>Equipment Acquisition</b>                      |         |         |         |         |         |
| PC Replacement                                    | 16,000  | 16,000  | 16,000  | 35,000  | 16,000  |
| Copier Replacement                                | 22,000  | 22,000  | 22,000  | 22,000  | 22,000  |
| <b>Internal Network Acquisition</b>               |         |         |         |         |         |
| High Capacity Storage Replacements                | 40,000  |         |         |         |         |
| Network Switch and Firewall Replacements          |         | 75,000  |         |         |         |
| Virtual Server Acquisition                        |         |         | 40,000  |         |         |
| Migration to Cloud Based Infrastructure           |         |         |         | 40,000  |         |
| <b>External Network Infrastructure</b>            |         |         |         |         |         |
| Fiber System Expansion                            | 10,000  | 10,000  | 10,000  | 10,000  | 10,000  |
| <b>Software Application Acquisition/Retention</b> |         |         |         |         |         |
| Payroll, Human Resource Mgmt.                     | 62,000  | 18,500  | 18,500  | 18,500  | 18,500  |
| Police Records Management System                  |         | 302,625 | 18,220  | 18,220  | 18,220  |
| Budgetary Accounting System                       |         |         | 30,000  | 10,500  | 9,000   |
| Income Tax Collection System                      |         |         |         | 30,000  | 9,000   |
| <b>TOTAL EXPENDITURES</b>                         | 150,000 | 444,125 | 154,720 | 184,220 | 102,720 |

## **FACILITY MAINTENANCE**

### Description:

The city maintains multiple facilities each with expensive components, systems and equipment requiring periodic maintenance, adjustment and replacement. The Public Works Department currently manages the maintenance and custodial needs of two of the largest and most visible public buildings in the city being the Justice Center and City Hall. Staff also manages maintenance activities for the Engineering division building at 20 E William St, the recently acquired Gazette building, the Public Works Facility, current facilities on Cherry Street, Ross Street and the city owned rental units on W Central Ave. Facilities require a variety of daily, weekly, quarterly, and annual maintenance activities to guarantee the operation of critical systems including building security, back-up power, fire protection, elevators, heating & cooling, plumbing & electrical, roofing and other related systems. The majority of this work is funded through the Public Works Facility Maintenance operations budget, though certain large expenses, such as HVAC replacements, roof repairs, flooring replacement and facility expansions are managed through the CIP.

One of major challenges is the HVAC systems at the Municipal Court Building and City Hall. In 2014, a comprehensive inspection of the HVAC system at City Hall identified multiple failed components which were attributed to the poor operation and performance of the HVAC systems. Recently, the first of several major improvements was completed which included the replacement of the 50 ton rooftop chiller unit at a cost of \$125,000. The evaluation identified an additional \$300,000 in necessary improvements at City Hall to bring the system back to full operation and efficiency. However, additional study by the City's HVAC contractor determined that the cost of improvements could be reduced to an estimated \$125,000 by utilizing existing wiring and lines, and by retrofitting existing air handlers and VAV units with updated motors, actuators and related control components. The 2016 CIP includes these repairs to the system along with the upgrade of the HVAC management software and associated equipment in City Hall to provide improved monitoring and operation. Currently problems can only be detected by staff on-site and generally not until being reported following component failure. The upgrade will permit for remote monitoring, notification of component failure, and adjustment to system performance.

While HVAC operation demands the attention of majority of the limited staff time available for building maintenance work, multiple other systems at times, go largely unchecked which can lead to malfunctions and failures undetected or addressed for periods of several days or longer. Similarly, the time to perform system evaluations of all primary building systems and components is not available at current staffing levels. Nevertheless, for affective management of the facilities, such assessments need to be performed to develop the appropriate maintenance and cost schedules for each facility and system. Assessments shall include roofing, flooring, painting, and backup power

systems. The 2016 CIP proposes the replacement of the entire fifty plus year old roof at Public Works with a new standing seam roof system. The current roof has multiple leaks, and in places is so deteriorated that repeated attempts to plug leaks has failed. Staff has resorted to placing tarps or other barriers on the roof to divert water away from areas subject to repeated leaks.

In 2014, a Public Works Facility Improvements plan was approved as part of the operational reorganizational effort that has been under review since 2012. Ongoing improvements include the construction of a 2,240 SF administrative addition to accommodate the consolidation of the Engineering Division within the Public Works operation, with completion anticipated by November, 2015. The construction of the new 3000 ton capacity Salt Storage Barn and associated Brine Production Machine was completed in October of 2014. Additional improvements to the facility include the demolition and replacement of approximately 9000 SF of building space to house the Traffic Division. Demolition will include two wood drying kilns used by the former industrial tenant and the shed structure on the east end of the fleet garage.

The highest priority improvement at the Public Works facility is replacement of the original steel roof which covers all existing buildings. The roof is prone to multiple leaks, especially near the skylight openings. The replacement could be performed in two phases though it is anticipated the best cost can be achieved in a single project. First phase must include the roof replacement over existing finished administrative spaces, subject to ongoing leaks and ceiling damage during heavy rain events.

The fire suppression system within the public works facility is also in need of replacement, specifically the original steel fire lines now over fifty years old. Like the roof, these lines form leaks annually causing the fires system to activity and deliver water to various areas of he facility. Repairs are shown to occur over a three year schedule.

Public parking lot resurfacing has been removed from the CIP due to the limited availability of funding. The city owns and operates 31 public parking lots either adjacent to public buildings, or free standing for local public access. Maintenance work generally involves restriping, sealing, crack repair, pothole repair, and periodic resurfacing. Maintenance work will be performed by Public Works staff in order to maintain the parking lots in a safe and drivable condition. Recent equipment purchases including the pavement zipper and mobile hot boxes allows for proper maintenance to be performed year round. The cost the materials required to complete this work will be included within the annual operations budget.

Each year, facilities are subject to unanticipated maintenance expenses involving building or equipment failures. Most of these improvements include emergency plumbing, HVAC or other system repairs that must be addressed

upon discovery. Cumulatively, these expenses add up to a significant amount annually, though they are not specifically identified or included in the capital plan. Other planned maintenance improvements that are typically below \$15,000 in cost could be included in the CIP but are also best addressed through the operations budget. Together, these items will be shown as a separate line item in future Facilities Maintenance operations budgets to adequately account for their reoccurrence.

Primary Strategic Plan Theme/Goals:

Effective Government

SC1 - Effectively deliver the services that Delaware citizens need, want, and are willing to support

Master Planning Efforts

HVAC Inventory & Assessment

Roofing Inventory & Assessment

Flooring Inventory & Assessment

**CAPITAL IMPROVEMENT PLAN  
BUILDING MAINTENANCE IMPROVEMENTS  
2016 - 2020**

|                                                 | 2016           | 2017          | 2018          | 2019          | 2020          |
|-------------------------------------------------|----------------|---------------|---------------|---------------|---------------|
| <b>REVENUES:</b>                                |                |               |               |               |               |
| Bond Proceeds                                   | 450,000        |               |               |               |               |
| <i>CIP Allocation (pg. 1)</i>                   | <b>185,000</b> | <b>65,000</b> | <b>67,000</b> | <b>70,000</b> | <b>70,000</b> |
| <b>TOTAL REVENUE</b>                            | <b>635,000</b> | <b>65,000</b> | <b>67,000</b> | <b>70,000</b> | <b>70,000</b> |
| <b>EXPENDITURES:</b>                            |                |               |               |               |               |
| Carpet Replacement                              | 10,000         | 10,000        | 10,000        | 10,000        | 10,000        |
| City Hall HVAC                                  | 125,000        |               |               |               |               |
| Justice Center HVAC/Other Building Improvements | 25,000         | 25,000        | 25,000        | 25,000        | 25,000        |
| Roof Repairs City Hall, Justice Center          | 25,000         | 30,000        | 32,000        | 35,000        | 35,000        |
| Public Works Building                           |                |               |               |               |               |
| - Roof Replacement                              | 450,000        |               |               |               |               |
| <b>TOTAL EXPENDITURES</b>                       | <b>635,000</b> | <b>65,000</b> | <b>67,000</b> | <b>70,000</b> | <b>70,000</b> |

## **SIDEWALK IMPROVEMENTS**

### Description:

The Safe Walks initiative is included as part of the Highway Maintenance Plan's sidewalk maintenance program. Since its inception in 2006, the Safe Walks program has resulted in approximately 220,000 square feet of sidewalk being identified for replacement. This is the equivalent of 8,800 sidewalk sections or just over 8.3 miles of new sidewalk. The value of the program work to date is \$2.7 million, with approximately 45 percent of the cost being covered by property owners and the remaining 55 percent by the city.

The most recent area to be evaluated for repairs is the city's northwest side, with repairs to be completed through fall of 2016. With completion of this work, the city will focus on the last remaining area including all neighborhoods south of US36 and west of the CSX railway. Though it was contemplated in 2013 to evaluate and address the west side of the city beginning in 2014, changes and limitations in staff capacity required the work be deferred evaluation until 2015 and 2016.

Once the final west side phase has been completed, the entire community will have been evaluated and addressed for sidewalk deficiencies. Because it is anticipated that additional deficiencies will arise as sidewalk sections age and street trees grow, it is being recommended as part of an ongoing efforts through the Sidewalk Maintenance Program to continue routine sidewalk evaluations throughout the community to identify new deficiencies in accordance with the Safe Walks Program protocol. Evaluations would occur on a 5-year cycle covering the entire city. It is anticipated that the number of repairs identified will be relatively minor compared to the initial program evaluation findings.

Removed from the CIP this year are non-Safe Walks sidewalk improvements throughout the community that are proposed now to be managed through a dedicated line item in the Streets Maintenance and Repair Division (SMR) operating budget. The line item will include maintenance of ADA Ramps, sidewalk infill projects, downtown streetscape area brick paver repairs, and bike network maintenance activities. Funding will be established through the Public Works SMR division for materials. Work will be prioritized and managed accordingly based on funding levels and staff availability.

### Primary Strategic Plan Theme/Goals:

GC2 - Provide an efficient transportation system with safe and complete streets

### Master Planning Efforts

2015 - 2016 Repairs to Northwest Area

2016 - 2017 Repairs to Southwest Area

2018 - Implement 5-Year Evaluation Cycle

**CAPITAL IMPROVEMENT PLAN  
SAFEWALK SIDEWALK PROGRAM  
2016 - 2020**

|                                       | 2016             | 2017             | 2018             | 2019           | 2020           |
|---------------------------------------|------------------|------------------|------------------|----------------|----------------|
| <b>BALANCES FORWARD</b>               | 0                | 47,488           | 37,274           | 37,464         | 46,499         |
| <b>REVENUES:</b>                      |                  |                  |                  |                |                |
| Resident Direct Payment               | 183,000          | 183,000          | 47,500           |                |                |
| Property Tax Assessments              |                  |                  |                  |                |                |
| Prior Years                           | 21,538           | 20,086           |                  |                |                |
| 2012                                  | 8,645            | 8,645            | 8,645            |                |                |
| 2014                                  | 4,280            | 4,280            | 4,280            | 4,280          |                |
| 2015                                  | 34,275           | 34,275           | 34,275           | 34,275         | 34,275         |
| 2016                                  |                  |                  | 45,240           | 45,240         | 45,240         |
| 2017                                  |                  |                  |                  | 45,240         | 45,240         |
| Note Issue                            | 750,000          | 975,000          | 750,000          | 550,000        | 325,000        |
| CIP Allocation Safewalk               | 100,000          | 125,000          | 125,000          | 125,000        | 125,000        |
| <b>Total CIP Allocation (pg. 1)</b>   | <b>100,000</b>   | <b>125,000</b>   | <b>125,000</b>   | <b>125,000</b> | <b>125,000</b> |
| <b>TOTAL REVENUE</b>                  | <b>1,101,738</b> | <b>1,350,286</b> | <b>1,014,940</b> | <b>804,035</b> | <b>574,755</b> |
| <b>EXPENDITURES:</b>                  |                  |                  |                  |                |                |
| <b>RESIDENT REPAIR RESPONSIBILITY</b> |                  |                  |                  |                |                |
| Invoice                               | 183,000          | 183,000          | 10,000           | 10,000         | 10,000         |
| Assessment                            | 183,000          | 183,000          | 10,000           | 10,000         | 10,000         |
| <b>CITY REPAIR RESPONSIBILITY</b>     |                  |                  |                  |                |                |
| City Invoice                          | 187,000          | 187,000          | 10,000           | 10,000         | 10,000         |
| <b>SIDEWALK INSPECTION SERVICES</b>   | 50,000           | 50,000           |                  |                |                |
| <b>DEBT SERVICE</b>                   | 451,250          | 757,500          | 984,750          | 765,000        | 561,000        |
| <b>Total Safewalk Expenditures</b>    | <b>1,054,250</b> | <b>1,360,500</b> | <b>1,014,750</b> | <b>795,000</b> | <b>591,000</b> |
| <b>ENDING FUND BALANCE</b>            | <b>47,488</b>    | <b>37,274</b>    | <b>37,464</b>    | <b>46,499</b>  | <b>30,254</b>  |

## **FIRE/EMS**

The most significant project in the Fire/EMS fund is Station 304, located on Cheshire Road and Glenn Parkway, slated for construction in 2016. The station design will follow the design of station 303.

Equally important in 2016 is the purchase of an engine truck. This is anticipated to be a Quintuple Combination Pumper and would be located at Fire Station 303.

Also in 2016-20, funding is being recommended that would replace staff/utility vehicles.

**CAPITAL IMPROVEMENT PLAN  
FIRE/EMS FUND  
2016 - 2020**

|                                                   | 2016             | 2017             | 2018             | 2019             | 2020             |
|---------------------------------------------------|------------------|------------------|------------------|------------------|------------------|
| <b>BALANCES FORWARD</b>                           | <b>1,450,225</b> | <b>1,747,092</b> | <b>1,800,453</b> | <b>1,422,545</b> | <b>1,508,922</b> |
| <b>REVENUES:</b>                                  |                  |                  |                  |                  |                  |
| Fire/EMS Income Tax                               | 735,000          | 770,000          | 805,000          | 840,000          | 840,000          |
| Fire Impact Fee Funds                             | 85,000           | 87,000           | 87,000           | 90,000           | 90,000           |
| Capital Lease Proceeds                            | 1,125,509        |                  |                  |                  |                  |
| Bond Issue - Station 304                          | 4,000,000        |                  |                  |                  |                  |
| <b>TOTAL REVENUE</b>                              | <b>5,945,509</b> | <b>857,000</b>   | <b>892,000</b>   | <b>930,000</b>   | <b>930,000</b>   |
| <b>EXPENDITURES:</b>                              |                  |                  |                  |                  |                  |
| <b>DEBT SERVICE</b>                               |                  |                  |                  |                  |                  |
| Station 302 (\$573,416, 10 yrs, 1.502%, 2022)     | 63,515           | 63,794           | 64,064           | 63,743           | 60,872           |
| Station 303 (\$2,755,000, 2.94%, 2032)            | 186,519          | 181,518          | 176,519          | 176,518          | 174,569          |
| Station 304 (\$4,000,000, 20 yrs, 4.0%, 2035)     |                  | 165,000          | 292,446          | 292,446          | 292,446          |
| Ladder Truck Lease (1,090,176, 1.83%, 7yrs, 2019) | 166,294          | 166,294          | 166,294          | 41,573           |                  |
| Engine Truck Lease (1,125,509, 1.83%, 7yrs, 2023) |                  | 83,147           | 166,294          | 166,294          | 166,294          |
| EMS Vehicles (3) - (800,000, 10 yrs. 2024)        | 95,550           | 93,950           | 92,350           | 90,750           | 94,150           |
| <b>STATION CONSTRUCTION</b>                       |                  |                  |                  |                  |                  |
| Station #304 - Cheshire Rd.                       | 4,000,000        |                  |                  |                  |                  |
| <b>APPARATUS/VEHICLES</b>                         |                  |                  |                  |                  |                  |
| Engine/Pumper Truck                               | 1,125,509        |                  |                  |                  | 823,401          |
| Paramedic Units                                   |                  |                  |                  |                  | 392,699          |
| Staff/Utility Vehicles                            | 11,255           | 49,936           | 11,941           | 12,299           | 12,299           |
| <b>EQUIPMENT</b>                                  |                  |                  |                  |                  |                  |
| Defibrillators/Cardiac Monitors                   |                  |                  | 300,000          |                  |                  |
| <b>TOTAL EXPENDITURES:</b>                        | <b>5,648,642</b> | <b>803,639</b>   | <b>1,269,908</b> | <b>843,623</b>   | <b>2,016,730</b> |
| <b>ENDING BALANCE</b>                             | <b>1,747,092</b> | <b>1,800,453</b> | <b>1,422,545</b> | <b>1,508,922</b> | <b>422,192</b>   |

|                          |           |           |           |           |           |
|--------------------------|-----------|-----------|-----------|-----------|-----------|
| Debt Balance Outstanding | 8,783,806 | 7,909,288 | 7,020,394 | 6,237,076 | 5,964,650 |
|--------------------------|-----------|-----------|-----------|-----------|-----------|

**CAPITAL IMPROVEMENT PLAN  
POLICE IMPACT FEE FUND  
2016 - 2020**

|                                               | 2016    | 2017    | 2018    | 2019    | 2020    |
|-----------------------------------------------|---------|---------|---------|---------|---------|
| <b>BALANCES FORWARD</b>                       | 232,107 | 227,189 | 224,962 | 222,939 | 223,729 |
| <b>REVENUES</b>                               |         |         |         |         |         |
| Police Impact Fees                            | 57,000  | 58,000  | 59,000  | 60,000  | 60,000  |
| <b>TOTAL REVENUE</b>                          | 57,000  | 58,000  | 59,000  | 60,000  | 60,000  |
| <b>IMPACT FEE EXPENDITURES</b>                |         |         |         |         |         |
| <b>DEBT SERVICE</b>                           |         |         |         |         |         |
| Justice Center (\$890,000, 19yrs 2.94%, 2032) | 61,918  | 60,227  | 61,023  | 59,210  | 59,210  |
| <b>TOTAL IMPACT FEE EXPENDITURES</b>          | 61,918  | 60,227  | 61,023  | 59,210  | 59,210  |
| <b>IMPACT FEE BALANCE</b>                     | 227,189 | 224,962 | 222,939 | 223,729 | 224,519 |

|                                 |                |                |                |                |                |
|---------------------------------|----------------|----------------|----------------|----------------|----------------|
| <b>Debt Balance Outstanding</b> | <b>715,978</b> | <b>673,715</b> | <b>628,966</b> | <b>583,975</b> | <b>539,469</b> |
|---------------------------------|----------------|----------------|----------------|----------------|----------------|

**CAPITAL IMPROVEMENT PLAN  
FIRE IMPACT FEE FUND  
2016 - 2020**

|                                       | 2016    | 2017    | 2018    | 2019    | 2020    |
|---------------------------------------|---------|---------|---------|---------|---------|
| <b>BALANCES FORWARD</b>               | 118,672 | 118,672 | 118,672 | 118,672 | 118,672 |
| <b>REVENUES:</b>                      |         |         |         |         |         |
| Fire Impact Fees                      | 85,000  | 87,000  | 87,000  | 90,000  | 90,000  |
| <b>TOTAL REVENUE</b>                  | 85,000  | 87,000  | 87,000  | 90,000  | 90,000  |
| <b>IMPACT FEE EXPENDITURES:</b>       |         |         |         |         |         |
| <b>DEBT SERVICE</b>                   |         |         |         |         |         |
| Station 303/304                       | 85,000  | 87,000  | 87,000  | 90,000  | 90,000  |
| <b>TOTAL IMPACT FEE EXPENDITURES:</b> | 85,000  | 87,000  | 87,000  | 90,000  | 90,000  |
| <b>IMPACT FEE BALANCE</b>             | 118,672 | 118,672 | 118,672 | 118,672 | 118,672 |

**CAPITAL IMPROVEMENT PLAN  
MUNICIPAL SERVICES IMPACT FEE FUND  
2016 - 2020**

|                                                        | 2016           | 2017           | 2018           | 2019           | 2020           |
|--------------------------------------------------------|----------------|----------------|----------------|----------------|----------------|
| <b>BALANCE FORWARD</b>                                 | <b>281,370</b> | <b>310,663</b> | <b>348,665</b> | <b>392,863</b> | <b>433,228</b> |
| <b>REVENUES:</b>                                       |                |                |                |                |                |
| Impact Fees                                            | 100,000        | 105,000        | 110,000        | 110,000        | 110,000        |
| Sewer Fund Reimbursement Cherry St. Facility           | 65,000         | 65,000         | 65,000         | 65,000         | 65,000         |
| <b>TOTAL REVENUES</b>                                  | <b>165,000</b> | <b>170,000</b> | <b>175,000</b> | <b>175,000</b> | <b>175,000</b> |
|                                                        |                |                |                |                |                |
| <b>EXPENDITURES:</b>                                   |                |                |                |                |                |
| <b>DEBT SERVICE</b>                                    |                |                |                |                |                |
| Public Works Facility (\$1,060,000 19yrs, 2.94%, 2031) | 73,094         | 71,094         | 69,094         | 72,094         | 72,094         |
| Justice Center (\$900,000, 19yrs 2.94%, 2032)          | 62,613         | 60,904         | 61,708         | 62,541         | 62,541         |
|                                                        |                |                |                |                |                |
| <b>TOTAL EXPENDITURES</b>                              | <b>135,707</b> | <b>131,998</b> | <b>130,802</b> | <b>134,635</b> | <b>134,635</b> |
| <b>IMPACT FEE BALANCE</b>                              | <b>310,663</b> | <b>348,665</b> | <b>392,863</b> | <b>433,228</b> | <b>473,593</b> |

|                                 |                  |                  |                  |                  |                  |
|---------------------------------|------------------|------------------|------------------|------------------|------------------|
| <b>Debt Outstanding Balance</b> | <b>1,574,023</b> | <b>1,481,286</b> | <b>1,386,034</b> | <b>1,285,783</b> | <b>1,185,531</b> |
|---------------------------------|------------------|------------------|------------------|------------------|------------------|

## **WATER CAPACITY FUND**

### Description:

The City owns and operates the Delaware 7.2 MGD Water Treatment Facility and three water storage tanks with a combined storage capacity of 4 million gallons. The capacity fund is intended to provide for the construction or expansion of new infrastructure and facilities for development and new customers.

The capacity fund is also used to service any debt on recently completed water capacity utility projects. The current debt service for water capacity projects is \$1,005,345. These projects include the 24-inch westside water transmission main, Penry Road raw water line, SE Highland water storage tank and the 7.2 MGD water treatment plant expansion and improvements project that was completed in June 2015.

In 2015 the City will complete the construction of a new 16-inch water line project on the Sawmill Parkway alignment to Innovation Court and construction of a new 8-inch water line on Innovation Court for the development of new businesses in the SW Industrial Park corridor. Also Included in the CIP is \$1,000,000 to ready the Sawmill Parkway corridor for development through the provision of water service with the SW Industrial Park (Sawmill Parkway and Jeg's Blvd) corridor.

New water capacity projects programmed for 2016 include the construction of a new eight-inch water line on Vernon Avenue from the railroad tracks to Brittany Drive for potable water service and fire protection. Funding in 2016 will also be available for the design and construction of new water lines for economic development sites in the Southwest Industrial Park corridor.

The Water Master Plan will also be updated in 2017. The last comprehensive plan was completed in 2006 and is largely outdated with the growth of the City's existing service area. The update will address future water sources, water transmission and storage requirements, water rates and capacity fees and the potential need for an upground reservoir.

### Primary Strategic Plan Theme/Goals:

#### **Safe City**

SC2 – Provide safe, sufficient, and reliable drinking water, sewage and solid waste disposal and drainage system.

### Master Planning Reports:

1986 – Water System Master Plan Study – Burgess & Niple

2000 – Water Treatment Facility Plan – Malcolm Pirnie

2006 – Water Master Plan – Floyd Browne Group

2008 – Upground Reservoir Recommendation Report – Floyd Browne Group

**CAPITAL IMPROVEMENT PROGRAM  
WATER FUND CAPACITY PROJECTS  
2016 - 2020**

|                                                        | 2016      | 2017      | 2018      | 2019      | 2020      |
|--------------------------------------------------------|-----------|-----------|-----------|-----------|-----------|
| <b>BALANCES FORWARD</b>                                | 3,139,283 | 3,462,827 | 2,769,450 | 3,334,311 | 3,332,577 |
| <b>REVENUES:</b>                                       |           |           |           |           |           |
| Water Capacity Fees                                    | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 |
| Water Debt Meter Fee Allocation                        | 403,889   | 411,967   | 420,207   | 428,611   | 437,183   |
| <b>TOTAL REVENUES</b>                                  | 1,603,889 | 1,611,967 | 1,620,207 | 1,628,611 | 1,637,183 |
| <b>EXPENDITURES:</b>                                   |           |           |           |           |           |
| <b>DEBT SERVICE</b>                                    |           |           |           |           |           |
| Westside Trans Line (\$2,225,051, 25 yrs, 3.67%, 2036) | 136,750   | 136,750   | 136,750   | 136,750   | 136,750   |
| Penry Rd. Waterline (\$1,000,000, 25 yrs, 3.55%, 2037) | 62,976    | 62,976    | 62,976    | 62,976    | 62,976    |
| Kingman Hill Tower (\$3,545,000, 25 yrs, 4.51%, 2031)  | 243,005   | 243,005   | 243,005   | 243,005   | 243,005   |
| Plant Expansion (\$9,600,000, 25yrs., 3.23%, 2039)     | 562,614   | 562,614   | 562,614   | 562,614   | 562,614   |
| <b>TOTAL DEBT SERVICE</b>                              | 1,005,345 | 1,005,345 | 1,005,345 | 1,005,345 | 1,005,345 |
| <b>WATER SUPPLY PROJETS</b>                            |           |           |           |           |           |
| Water Master Plan                                      |           | 300,000   |           |           |           |
| Upground Reservoir Design                              |           |           |           |           | 250,000   |
| <b>DISTRIBUTION CAPACITY PROJECTS</b>                  |           |           |           |           |           |
| Olentangy Ave. River Crossing                          |           |           |           |           | 650,000   |
| Vernon Avenue Water Line                               | 175,000   |           |           |           |           |
| Buttermilk Rd./Troy Rd. Waterline                      |           |           |           | 575,000   |           |
| New Line Oversizing/Extension                          | 100,000   | 1,000,000 | 50,000    | 50,000    | 50,000    |
| <b>TOTAL WATER CAPACITY PROJECTS</b>                   | 275,000   | 1,300,000 | 50,000    | 625,000   | 950,000   |
| <b>ENDING FUND BALANCE</b>                             | 3,462,827 | 2,769,450 | 3,334,311 | 3,332,577 | 3,014,415 |

## **WATER MAINTENANCE FUND**

### Description:

Funds for the water maintenance revenues are generated from the City's monthly water rates and are used to pay the water maintenance debt for water rehabilitation and replacement projects. The yearly debt to be paid is approximately \$1,312,765 for the next 25 years. Additional maintenance funds are then used to fund projects to improve service levels for City residents, improve fire flow protection, reduce water quality issues and replace water mains with a history of failures.

The City owns and operates a potable and fire suppression water distribution system consisting of approximately 185 miles of water pipe ranging in size from 2 inches to 24 inches and over 1,900 fire hydrants. The majority of the City's water pipes are in good to fair condition with less than 5 percent of the system demonstrating some type of failure in the past 10 years. Water pipes that are currently in good to fair condition will move towards their replacement age over the next 25 years. Water pipes in failed condition have had more than three historical failures whereas the pipes in poor condition have had only one to two failures. It is likely the water pipes in poor condition will experience additional failures and reach the end of their useful life. Most of the water pipes recommended for replacement are primarily cast iron pipes that were installed after 1940. Approximately 25 % of the City's water lines are cast iron pipes. In the past several years the City has replaced approximately 6,000 feet of water pipe with an average of 14 water breaks per year or 8 water main failures per 100 miles of water lines.

Water maintenance projects that will be completed in 2015 include the replacement of water lines on David Street, Noble Street, Fair Avenue, Potter Street and Park Avenue. The City also completed water line improvements for the Delaware County fairgrounds in 2015. An additional project in 2015 will be the removal of the remaining lime sludge from a storage lagoon at the water plant at the cost of approximately \$445,000.

The 2016 CIP recommends the implementation of an Automated Metering Infrastructure (AMI) System for the City. The AMI system enables two-way communication over a fixed network between the City's utility system and the metering endpoints. The AMI system will provide the City with the capability to provide monthly reads, improve move-ins and move-outs efficiency; allow customers to access an online portal for customers to view their individual usage, tamper and theft of water detection, leak detection and water conservation. In 2015, the City entered into a contract with CH2M Engineering to develop procurement and contractual documents for the selection of a potential AMI System. CH2M completed a Request-for-Proposal with City staff for the vendors to propose AMI systems and costs for the City to review. The RFP will require the vendors to provide creative pricing structures that

minimize the City's upfront capital investment. The City's engineering consultant will provide the City with an economic benefit analysis once all proposals have been submitted to the City.

Additional items in the 2016 water maintenance CIP include the installation on new settling basins chains and valves at the water treatment plant and a new 3.5 cubic yard concrete truck and mini-excavator for the public utilities department.

Primary Strategic Plan Theme/Goals

Safe City

SC2 – Provide safe, sufficient, and reliable drinking water, sewage and solid waste disposal and drainage system.

Master Planning Reports

1986 – Water System Master Plan Study – Burgess & Niple

2007 – Industrial Park Area Sewer and Water Master Plan – Burgess & Niple

2009 – Water Distribution Master Plan – Floyd Browne Group

**CAPITAL IMPROVEMENT PROGRAM  
WATER FUND MAINTENANCE PROJECTS  
2016 - 2020**

|                                                       | 2016             | 2017             | 2018             | 2019             | 2020             |
|-------------------------------------------------------|------------------|------------------|------------------|------------------|------------------|
| <b>BALANCES FORWARD</b>                               | <b>2,536,199</b> | <b>1,402,179</b> | <b>1,524,034</b> | <b>1,385,889</b> | <b>1,329,036</b> |
| <b>REVENUES:</b>                                      |                  |                  |                  |                  |                  |
| Transfer from Water Fund                              | 725,000          | 750,000          | 775,000          | 800,000          | 800,000          |
| Water Debt Meter Fee Allocation                       | 1,043,745        | 1,064,620        | 1,064,620        | 1,085,912        | 1,085,912        |
| <b>TOTAL REVENUES</b>                                 | <b>1,768,745</b> | <b>1,814,620</b> | <b>1,839,620</b> | <b>1,885,912</b> | <b>1,885,912</b> |
| <b>EXPENDITURES:</b>                                  |                  |                  |                  |                  |                  |
| <b>DEBT SERVICE</b>                                   |                  |                  |                  |                  |                  |
| Treatment Plant (\$22,400,000 - 25 yrs, 3.23%, 2039 ) | 1,312,765        | 1,312,765        | 1,312,765        | 1,312,765        | 1,312,765        |
| <b>WATER IMPROVEMENTS</b>                             |                  |                  |                  |                  |                  |
| Automated Meter Reading System                        | 1,200,000        |                  |                  |                  |                  |
| <b>WATER PLANT MAINTENANCE</b>                        |                  |                  |                  |                  |                  |
| WTP Settling Basins Chain & Valve Replacement         | 100,000          |                  |                  |                  |                  |
| Nano and Ultra Filtration Membrane Replacement        |                  |                  |                  |                  | 500,000          |
| <b>WATER DISTRIBUTION PROJECTS</b>                    |                  |                  |                  |                  |                  |
| West Water Tank Painting                              |                  |                  | 450,000          |                  |                  |
| Water Line Improvements:                              |                  |                  |                  |                  |                  |
| Small Main/Service Replacement                        | 50,000           | 50,000           | 50,000           | 50,000           | 50,000           |
| Fire Flow Improvement                                 | 75,000           | 75,000           | 75,000           | 75,000           | 75,000           |
| Campbell St. Waterline                                |                  |                  |                  |                  | 150,000          |
| David St. Waterline                                   | 50,000           |                  |                  |                  |                  |
| Blymer St. Waterline                                  |                  | 150,000          |                  |                  |                  |
| Pennsylvania Ave. Waterline                           |                  |                  |                  | 475,000          |                  |
| East St./Fair Ave. Waterline                          |                  |                  | 60,000           |                  |                  |
| Equipment Replacement                                 | 115,000          | 105,000          | 30,000           | 30,000           |                  |
| <b>TOTAL WATER REPAIR AND MAINT.</b>                  | <b>2,902,765</b> | <b>1,692,765</b> | <b>1,977,765</b> | <b>1,942,765</b> | <b>2,237,765</b> |
| <b>ENDING FUND BALANCE</b>                            | <b>1,402,179</b> | <b>1,524,034</b> | <b>1,385,889</b> | <b>1,329,036</b> | <b>977,183</b>   |

## **SEWER CAPACITY FUND**

### Description:

The City owns and operates the 10 MGD Upper Olentangy Water Reclamation Center for the treatment of domestic and industrial wastewater. The sewer capacity fund is intended to provide for the construction or expansion of new infrastructure for development and new customers.

The capacity fund is also used to service any debt on recently completed sewer capacity projects. The current yearly debt service is approximately \$3,077,081. These projects include the Route 23N sanitary truck sewer, SE Highland sanitary trunk sewer and the expansion and improvements of the wastewater treatment plant.

In 2015 the City will complete the construction of a new 24-inch sanitary sewer main on the Sawmill Parkway alignment to Innovation Court and the construction of a new 8-inch sanitary sewer line on Innovation Court for the development of new businesses in the SW Industrial Park corridor. Also in 2015 the City entered into a contract with a professional engineering firm for the update of the City's sanitary sewer collection master plan. The updated master plan will evaluate the existing collection system during peak wet weather flows to evaluate the existing capacity of the system and determine improvement needs for future build-out conditions. A sewer capacity model will be populated by the engineer that will be used to determine future capacity requirements of the City. The master plan update is expected to be completed by March 2016.

New sewer capacity projects programmed for 2016 include funding for the design and construction of sanitary sewers to support economic development project sites within the SW Industrial Park (Sawmill Parkway and Jeg's Blvd) corridor. Funding has also been assigned to completing significant capacity improvements to the Slack Road pump station. This improvement will provide immediate capacity enhancements to allow for increased wastewater discharge for development projects within that same corridor.

### Primary Strategic Plan Theme/Goals:

#### Safe City

SC2 – Provide safe, sufficient, and reliable drinking water, sewage and solid waste disposal and drainage system.

### Master Planning Reports

2000 – Sanitary Sewer Collection Master Plan – Malcolm Pirnie

2001 – Wastewater Treatment Master Plan – Malcolm Pirnie

2002 – Route 23N Sanitary Sewer Improvements – Burgess & Niple

2007 – Airport Industrial Park Sewer and Water Master Plan – Burgess & Niple

**CAPITAL IMPROVEMENT PROGRAM  
SEWER FUND CAPACITY PROJECTS  
2016 - 2020**

|                                                       | 2016      | 2017      | 2018      | 2019      | 2020      |
|-------------------------------------------------------|-----------|-----------|-----------|-----------|-----------|
| <b>BALANCES FORWARD</b>                               | 2,060,620 | 2,176,421 | 1,209,617 | 1,445,764 | 1,381,910 |
| <b>REVENUES:</b>                                      |           |           |           |           |           |
| Sewer Capacity Fees                                   | 1,150,000 | 1,150,000 | 1,150,000 | 1,150,000 | 1,150,000 |
| SE Highland Sewer ERU Fees                            | 200,000   | 200,000   | 200,000   | 200,000   | 200,000   |
| Sewer Maintenance Transfer (pg. 18)                   | 0         | 0         | 0         | 0         | 0         |
| Sewer Fees Transfer - 2007,2008,2009                  | 2,057,882 | 2,099,039 | 2,099,039 | 2,099,039 | 2,141,020 |
| <b>TOTAL REVENUES</b>                                 | 3,407,882 | 3,449,039 | 3,449,039 | 3,449,039 | 3,491,020 |
| <b>EXPENDITURES:</b>                                  |           |           |           |           |           |
| <b>DEBT SERVICE</b>                                   |           |           |           |           |           |
| Land Armstrong Rd. (\$2,915,000 10 yrs. 1.49%, 2022)  | 325,250   | 327,350   | 324,400   | 324,400   | 324,400   |
| 23 North Sewer (\$1,000,000, 25 yrs, 4.51%), 2031     | 68,748    | 67,260    | 67,260    | 67,260    | 67,260    |
| SE Highland Sewer (\$15,000,000, 25 yrs, 4.49%, 2037) | 997,621   | 995,771   | 995,771   | 995,771   | 995,771   |
| SE Highland Sewer (\$2,750,000, 20 yrs, 3.59%, 2026)  | 196,133   | 196,133   | 196,133   | 196,133   | 196,133   |
| Plant Expansion (\$20,882,000, 20 yrs, 3.59%, 2026)   | 1,489,329 | 1,489,329 | 1,489,329 | 1,489,329 | 1,489,329 |
| <b>TOTAL DEBT SERVICE</b>                             | 3,077,081 | 3,075,843 | 3,072,893 | 3,072,893 | 3,072,893 |
| <b>COLLECTION CAPACITY PROJECTS</b>                   |           |           |           |           |           |
| Warrensburg Road Sewer Extension                      |           |           |           | 300,000   |           |
| Sewer Oversizing/Extension                            | 150,000   | 1,275,000 | 75,000    | 75,000    | 75,000    |
| Reimbursement for Cherry St. Maint. Facility          | 65,000    | 65,000    | 65,000    | 65,000    | 65,000    |
| <b>TOTAL SEWER CAPACITY PROJECTS</b>                  | 215,000   | 1,340,000 | 140,000   | 440,000   | 140,000   |
| <b>ENDING FUND BALANCE</b>                            | 2,176,421 | 1,209,617 | 1,445,764 | 1,381,910 | 1,660,037 |

## **SEWER MAINTENANCE FUND**

### Description:

Funds for the sewer maintenance revenues are generated from the City's monthly sewer rates and are used to pay the sewer maintenance debt for sanitary sewer rehabilitation and replacement projects. The yearly debt to be paid is approximately \$158,992. Additional sewer maintenance funds are then used to fund projects at the wastewater treatment plant and in the sewer collection system.

The City's sanitary sewer collection system consists of approximately 170 miles of sewer pipe and over 3,200 manholes. The system has 16 major trunk sewers 15-inch or larger serving as the backbone of the collection system. The majority of the pipes within the system are concrete, vitrified clay pipe or plastic (polyvinyl chloride) with the manholes composed of brick or concrete. The sizes of sanitary sewer pipe range in sizes between 8" and 66" in diameter. Included in the collection system is the operation and maintenance of 12 sanitary pump stations throughout the City's service area.

Sewer maintenance projects completed in 2015 include the final design of the aeration system improvements at the wastewater plant for the replacement and rehabilitation of the aeration blowers at the plant. The City will also complete the sliplining and grouting of approximately 6,000 feet of sanitary sewer pipe for the reduction of inflow and infiltration.

The 2016 CIP include the purchase and installation of the new aeration system equipment at the wastewater plant including two new direct drive blowers for improved oxygen transfer and energy efficiency. Additional projects include the design of a new tertiary treatment process at the wastewater plant and the annual sanitary sewer slipling and grouting program.

### Primary Strategic Plan Theme/Goals

Safe City

SC2 – Provide safe, sufficient, and reliable drinking water, sewage and solid waste disposal and drainage system.

### Master Planning Reports

2000 – Sanitary Sewer Collection Master Plan – Malcolm Pirnie

2001 – Wastewater Treatment Master Plan – Malcolm Pirnie

2010 – Inflow & Infiltration Study – CDM

2015 – Sewer Collection System Smoke Testing Report – K.E. McCartney

2015 – Sanitary Sewer Collection System Flow Monitoring Analysis – K.E. McCartney

**CAPITAL IMPROVEMENT PROGRAM  
SEWER FUND MAINTENANCE PROJECTS  
2016 - 2020**

|                                                        | 2016             | 2017             | 2018             | 2019             | 2020             |
|--------------------------------------------------------|------------------|------------------|------------------|------------------|------------------|
| <b>BALANCES FORWARD</b>                                | <b>3,276,226</b> | <b>1,376,482</b> | <b>1,159,022</b> | <b>1,859,393</b> | <b>2,793,151</b> |
| <b>REVENUES:</b>                                       |                  |                  |                  |                  |                  |
| Transfer from Sewer Fund                               | 1,364,247        | 1,391,532        | 1,419,363        | 1,447,750        | 1,476,705        |
| <b>TOTAL REVENUES</b>                                  | <b>1,364,247</b> | <b>1,391,532</b> | <b>1,419,363</b> | <b>1,447,750</b> | <b>1,476,705</b> |
| <b>EXPENDITURES:</b>                                   |                  |                  |                  |                  |                  |
| <b>DEBT SERVICE</b>                                    |                  |                  |                  |                  |                  |
| Plant Rehabilitation (\$2,230,000 20 yrs. 3.59%, 2026) | 158,992          | 158,992          | 158,992          | 158,992          | 158,992          |
| <b>TOTAL DEBT SERVICE</b>                              | <b>158,992</b>   | <b>158,992</b>   | <b>158,992</b>   | <b>158,992</b>   | <b>158,992</b>   |
| <b>WASTEWATER SYSTEM IMPROVEMENTS</b>                  |                  |                  |                  |                  |                  |
| Automated Meter Reading System                         | 1,200,000        |                  |                  |                  |                  |
| <b>WASTEWATER TREATMENT PROJECTS</b>                   |                  |                  |                  |                  |                  |
| Tertiary Filtration System                             | 100,000          | 1,100,000        |                  |                  |                  |
| Plant Maintenance                                      | 90,000           | 90,000           | 90,000           | 90,000           | 90,000           |
| Aeration System Blower Replacement                     | 1,350,000        |                  |                  |                  |                  |
| <b>WASTEWATER COLLECTION PROJECTS</b>                  |                  |                  |                  |                  |                  |
| Inflow/Infiltration Remediation                        | 175,000          | 175,000          | 175,000          | 175,000          | 175,000          |
| Hayes Colony Sewer Rehab                               |                  |                  | 175,000          |                  |                  |
| Pump Station Repair/Upgrade                            | 75,000           |                  |                  |                  | 25,000           |
| Equipment Replacement                                  | 115,000          | 85,000           | 120,000          | 90,000           | 0                |
| <b>TOTAL SEWER REPAIR/MAINTENANCE</b>                  | <b>3,263,992</b> | <b>1,608,992</b> | <b>718,992</b>   | <b>513,992</b>   | <b>603,992</b>   |
| <b>ENDING FUND BALANCE</b>                             | <b>1,376,482</b> | <b>1,159,022</b> | <b>1,859,393</b> | <b>2,793,151</b> | <b>3,665,865</b> |

## **STORM WATER FUND**

### Description:

The funding for the City's Storm Water Utility CIP is dedicated revenue funding for the maintenance, operation and expansion of the City's storm water system. The fund collects approximately \$400,000 annually based on a \$2.50 per month E.R.U. fee for property owners. The City of Delaware is required by OEPA to implement our storm water MS4 permit best management practices for the reduction and treatment of storm water prior to discharge into the Olentangy River.

The City has approximately 150 miles of 6" to 48" storm water lines and 1,500 catch basins to maintain. Included in the system are 70 storm water detention basins. The City provides hydraulic maintenance to approximately 50 of these basins on an as needed basis.

Storm water projects that will be completed in 2015 include phase one of the Bernard Avenue corridor project. Phase one will be the lining and rehabilitation of the existing storm water main from South Sandusky Street to Route 23 through the OWU campus. Phase two construction will be in 2016 from South Sandusky Street to South Liberty Street. The City will also complete the storm water improvements at Blue Limestone Park in 2015. This project is funded in part from an OEPA 319 grant and will include pervious concrete pavement and bio-retention areas for improved treatment of storm water runoff.

The 2016 CIP includes funding for the design and construction of storm water improvements to an open storm water ditch in the rear yards along Dogwood Drive. The current ditch sides slopes have worsen over the past several years from erosion and are now dangerous to maintain.

A potential future CIP project will be to fund a Storm Water Utility Evaluation Report to review and evaluate the City's current storm water fees and recommend financial incentives to promote improvements of storm water controls at new and existing residential and commercial properties.

### Primary Strategic Plan Theme/Goals

#### Safe City

SC2 – Provide safe, sufficient, and reliable drinking water, sewage and solid waste disposal and drainage system.

### Master Planning Reports

1990 – Storm Sewer Report Update – Burgess & Niple

1998 – Storm Sewer Task Force Report/Recommendations

2007 – Storm Sewer Report Update – URS

2012 – Storm Sewer Report Update – Burgess & Niple

**CAPITAL IMPROVEMENT PLAN  
STORM SEWER FUND  
2016 - 2020**

|                                          | 2016             | 2017           | 2018           | 2019           | 2020           |
|------------------------------------------|------------------|----------------|----------------|----------------|----------------|
| <b>BALANCES FORWARD</b>                  | 699,585          | 1,285          | 89,819         | 324            | 102,938        |
| <b>REVENUES:</b>                         |                  |                |                |                |                |
| Storm Sewer Fees                         | 341,700          | 348,534        | 355,505        | 362,615        | 369,867        |
| <b>TOTAL REVENUE</b>                     | <b>341,700</b>   | <b>348,534</b> | <b>355,505</b> | <b>362,615</b> | <b>369,867</b> |
| <b>EXPENDITURES:</b>                     |                  |                |                |                |                |
| Storm Sewer Repair                       | 75,000           | 75,000         | 75,000         | 75,000         | 75,000         |
| Storm Water I&I Remediation              |                  | 110,000        |                | 125,000        |                |
| Bernard Avenue (Sandusky to Liberty St.) | 700,000          |                |                |                |                |
| Vernon Ave.                              |                  |                |                |                | 90,000         |
| Birch Terrace                            |                  |                | 280,000        |                |                |
| Chamberlain/Channing St.                 |                  |                |                |                | 300,000        |
| Dogwood Drive                            | 175,000          |                |                |                |                |
| Equipment Replacement                    | 90,000           | 75,000         | 90,000         | 60,000         |                |
| <b>TOTAL EXPENDITURES</b>                | <b>1,040,000</b> | <b>260,000</b> | <b>445,000</b> | <b>260,000</b> | <b>465,000</b> |
| <b>ENDING FUND BALANCE</b>               | <b>1,285</b>     | <b>89,819</b>  | <b>324</b>     | <b>102,938</b> | <b>7,806</b>   |

**CAPITAL IMPROVEMENT PLAN  
EQUIPMENT REPLACEMENT FUND  
2016 - 2020**

|                                         | 2016           | 2017           | 2018           | 2019           | 2020     |
|-----------------------------------------|----------------|----------------|----------------|----------------|----------|
| <b>REVENUES:</b>                        |                |                |                |                |          |
| Water Fund Allocation                   | 115,000        | 105,000        | 30,000         | 30,000         |          |
| Sewer Fund Allocation                   | 115,000        | 85,000         | 120,000        | 90,000         |          |
| Storm Sewer Fund Allocation             | 90,000         | 75,000         | 90,000         | 60,000         |          |
| <b>TOTAL REVENUE</b>                    | <b>320,000</b> | <b>265,000</b> | <b>240,000</b> | <b>180,000</b> | <b>0</b> |
| <b>EXPENDITURES:</b>                    |                |                |                |                |          |
| Tandem Axle Dump Truck                  |                | 135,000        |                |                |          |
| Single Axle Dump Truck                  |                |                |                |                |          |
| Mini Excavator                          | 150,000        |                |                |                |          |
| Concrete Truck                          | 120,000        |                |                |                |          |
| Sewer Camera Truck                      |                |                | 180,000        |                |          |
| Sewer Camera Trailer                    |                |                |                |                |          |
| Backhoe                                 |                |                |                | 120,000        |          |
| Sewer Vacuum Truck                      |                |                |                |                |          |
| One-ton Truck - Sewer                   |                | 40,000         |                |                |          |
| Utility Truck - Water                   |                | 60,000         |                |                |          |
| Pickup Truck - Water                    | 25,000         |                | 30,000         | 30,000         |          |
| Pickup Truck - Sewer                    | 25,000         |                | 30,000         | 30,000         |          |
| Pickup Truck - Storm Sewer              |                | 30,000         |                |                |          |
|                                         |                |                |                |                |          |
| <b>TOTAL PUBLIC UTILITIES EQUIPMENT</b> | <b>320,000</b> | <b>265,000</b> | <b>240,000</b> | <b>180,000</b> | <b>0</b> |

## **REFUSE FUND**

### **Description:**

Refuse fees are utilized primarily for supporting the daily operation the solid waste division of Public Works Department. The city currently provides weekly residential and commercial refuse collection service and recycling service for fiber (newspaper and cardboard) and mixed materials (glass, plastic and aluminum). The city also provides seasonal yard waste collection for eight months of the year. In 2014, the city collected over 14,600 tons of refuse and 3063 tons of recyclable materials which combined would fill a football field with a pile of waste over three and a half stories tall.

The refuse collection operation grows steadily with the growth of the community. The current fleet consists of six "Lodal" side load residential service vehicles, three commercial rear load trucks, and five recycling vehicles. These vehicles are replaced at the end of their respective service life averaging 7-8 years per vehicle. The integration of the residential tipcart "Toter" system in 2001 allows the city to continue to provide the very high level of service to community residents and businesses while maintaining low collection rates. Both operations and rates are periodically reviewed and adjusted to continue the efficient refuse service offered the community.

The current refuse operation is dependent on the existence of the County owned and operated solid waste transfer station located directly north of the city on US42. All residential and commercial waste is delivered to this location. Potential changes to this operation are being closely monitored as the city's operational efficiency or the refuse operation is tied directly to the availability of the local transfer station. Short term contingency plans have been developed this year for a proposed temporary closure of the station for required repairs and improvements.

The city also manages two closed landfills at Cherry Street and Curve Road. Improvements have been completed at both to control leachate breakouts from entering area waterways and drainage systems. The Curve Road property has been specifically challenging in managing the high volume of collected leachate. Currently, the City transports accumulated leachate by truck from the 20,000 gallon underground storage tank at Curve Road to the City Wastewater Treatment Plant for disposal. This year, the leachate collection system is being modified by installing a gravity sewer line to direct leachate to an existing sanitary sewer line located approximately 1,750 feet north of the landfill. With this system in place, the Public Works Department will be able to cease the leachate hauling operation and the associated costs estimated to be \$100,000 per year.

A design-build contract is currently being prepared with the goal of issuing a contract in the fall for the construction of a 27,000 SF combined recycling

processing and vehicle cold storage facility. Originally, two separate buildings to house the operations were considered however site restrictions concerning buildable footprint area necessitate a single building be constructed positioned toward the northeast corner of the Public Works facility property. The CIP includes expenditures for the construction of both facilities.

Strategic Plan Theme/Goals

Safe City

SC2 – Provide safe and reliable drinking water, sewage and solid waste disposal and drainage systems.

Master Planning Efforts

2014 - Refuse Collection Transfer Facility Contingency Plan

2015 - Recycling Service Agreement with Sims Recycling

2015 – Construction of new Refuse Cold Storage Building

2015 – City/County Task Force on Future of Transfer Station

2016 - Construction of new Recycling Center

**CAPITAL IMPROVEMENT PLAN  
REFUSE FUND  
2016 - 2020**

|                                                  | 2016    | 2017    | 2018    | 2019    | 2020    |
|--------------------------------------------------|---------|---------|---------|---------|---------|
| <b>BALANCES FORWARD</b>                          | 250,364 | 128,215 | 111,631 | 261,702 | 178,979 |
| <b>REVENUES:</b>                                 |         |         |         |         |         |
| Refuse Fees                                      | 535,500 | 546,210 | 557,134 | 568,277 | 579,642 |
| <b>TOTAL REVENUE</b>                             | 535,500 | 546,210 | 557,134 | 568,277 | 579,642 |
| <b>EXPENDITURES:</b>                             |         |         |         |         |         |
| <b>Debt Service</b>                              |         |         |         |         |         |
| Curve Rd. Leachate Collection (\$475,000 10rs.)  | 57,338  | 0       | 0       | 0       | 0       |
| <b>Building Improvements</b>                     |         |         |         |         |         |
| Refuse Equipment Storage Bldg 14400 sq. ft.      |         | 43,983  |         |         |         |
| Recycling Processing Bldg. 7200 sq. ft.          | 252,000 |         |         |         |         |
| <b>Equipment</b>                                 |         |         |         |         |         |
| Rear Load 20-Yard Packer - Commercial            |         | 162,000 | 167,000 | 172,000 |         |
| Side Load Lease Payments (2 units. 5 yrs., 2.5%) | 80,311  | 80,311  | 20,063  |         |         |
| Side Load Truck                                  |         | 213,500 | 220,000 | 227,000 | 233,000 |
| Recycling Vehicle - Recycling                    | 233,000 |         |         | 252,000 | 260,000 |
| 1 Ton Dump w/liftgate                            |         | 63,000  |         |         |         |
| Recycling Compactor                              | 35,000  |         |         |         |         |
| <b>TOTAL EXPENDITURES</b>                        | 657,649 | 562,794 | 407,063 | 651,000 | 493,000 |
| <b>ENDING FUND BALANCE</b>                       | 128,215 | 111,631 | 261,702 | 178,979 | 265,622 |



## FACT SHEET

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AGENDA ITEM NO: 9

DATE: 9/28/15

ORDINANCE NO: 15-94

RESOLUTION NO:

READING: SECOND

PUBLIC HEARING: **YES**  
**September 28, 2015 at 7:30 p.m.**

---

TO: Mayor and Members of City Council

FROM: R. Thomas Homan, City Manager

VIA: David Efland, Planning and Community Development Director

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**TITLE OF PROPOSED ORDINANCE/RESOLUTION:**

AN ORDINANCE APPROVING A REZONING FROM R-3 (ONE FAMILY RESIDENTIAL DISTRICT) TO B-2 (CENTRAL BUSINESS DISTRICT) WITH TEXT LIMITATIONS FOR THE DELAWARE COUNTY BOARD OF COMMISSIONERS FOR A NEW COUNTY COURTHOUSE LOCATED AT 110 NORTH SANDUSKY STREET JUST SOUTH OF THE HAYES BUILDING ON APPROXIMATELY 1.99 ACRES

**BACKGROUND:**

The proposed New County Courthouse Building requires several approvals from various commissions to achieve compliance with the City development process. In November 2012, the Historic Preservation Commission approved the demolition of the Leffler House at 116 North Sandusky Street and in January 2014 City Council (Ordinance 14-51) approved the demolition of the Elks Building at 110 North Sandusky Street which are both County owned buildings on parcels that would encompass the proposed new building. In July 2015, HPC approve a Certificate of Appropriateness for building design and materials for the proposed New County Courthouse. Now the applicant is requesting a Rezoning, a Combined Preliminary and Final Development Plan and Street Vacation to complete the zoning approvals for the subject development.

The County is proposing a five story 92,145 square foot building (bottom two levels are garages while the top three levels are offices) on the four subject parcels that encompasses 1.99 acres and is located just south of the Hayes Building on North Sandusky Street. The Elks Building, Leffler garage and all other structures and appurtenances on the subject site would be razed in this application. Because the grade of the site slopes from west to east, the building elevation from North Sandusky Street would be a three story elevation while the elevation from North Union Street would be a five story elevation. The main entrance would be on the west elevation that is preceded with a main entry plaza with pavers and decorative pavement framed by benches on the north and south sides of the plaza. The first and second levels would be allocated for parking garages. The upper three levels of the building are slated to house the offices and courtrooms of the Delaware County Common Pleas Court, the Delaware County Clerk of Courts Office, the Delaware County Prosecutor's Office, Adult Court Services, and Adult Probation Authority. Each elevation of the brick, cast-stone, and glass facility has its own set of unique features, such as a clock tower on the west and a glass-enclosed stairwell on the east. However, the overall appearance of the facility mimics the architecture of the adjacent Hayes Building to its north, while blending with the surrounding historic Italianate architectural style of the residential neighborhood, as well as late 1800/early 1900 institutional buildings. In addition, site work would include reconstructing the parking lot just east of the building at the Union Street main entrance while installing a new main entry plaza and constructing a new plaza on the north side of the building adjacent to Marshall Court and the Hayes Building. The applicant is planning to initiate site work this fall and start construction of the building in Spring 2016.

**REASON WHY LEGISLATION IS NEEDED:**

N/A

**COMMITTEE RECOMMENDATION:**

Planning Commission approved this case 7-0 on September 2, 2015.

**FISCAL IMPACT(S):**

N/A

**POLICY CHANGES:**

N/A

**PRESENTER(S):**

David Efland, Planning and Community Development Director

**RECOMMENDATION:**

Staff recommends approval as submitted with the documented conditions.

**ATTACHMENT(S)**

Staff Report

ORDINANCE NO. 15-94

AN ORDINANCE APPROVING A REZONING FROM R-3 (ONE FAMILY RESIDENTIAL DISTRICT) TO B-2 (CENTRAL BUSINESS DISTRICT) WITH TEXT LIMITATIONS FOR THE DELAWARE COUNTY BOARD OF COMMISSIONERS FOR A NEW COUNTY COURTHOUSE LOCATED AT 110 NORTH SANDUSKY STREET JUST SOUTH OF THE HAYES BUILDING ON APPROXIMATELY 1.99 ACRES.

WHEREAS, the Planning Commission at its meeting of September 2, 2015, recommended approval of a Rezoning from R-3 (One Family Residential District) to B-2 (Central Business District) with Text Limitations for the Delaware County Board of Commissioners for a New County Courthouse located at 110 North Sandusky Street just south of the Hayes Building on approximately 1.99 acres (PC 2015-1550), and

NOW THEREFORE, BE IT ORDAINED by the Council of the City of Delaware, State of Ohio:

SECTION 1. That the Rezoning from R-3 (One Family Residential District) to B-2 (Central Business District) with Text Limitations for the Delaware County Board of Commissioners for a New County Courthouse located at 110 North Sandusky Street just south of the Hayes Building on approximately 1.99 acres, is hereby confirmed, approved, and accepted, with the following conditions that:

1. Any new structure(s) or site plan improvement(s) or any change of use shall require compliance with the B-2 Central Business District zoning regulations and approved text limitations.
2. The text limitations maintain the property shall be used for governmental offices and accessory activities in the B-2 District, except that no portion of the property shall be used for the following:
  - Any residential activity otherwise permitted in the district
  - Any retail or commercial activity services otherwise permitted in the district
  - Any automobile or transportation use (but permitting the parking lot uses accessory to the County facilities)
  - Any outdoor display or storage
  - Any commercial recreational or entrainment activity
  - Any lodging activity

SECTION 2. This Council finds and determines that all formal actions of this Council and any of its committees concerning and relating to the passage of this Ordinance were taken in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in those formal actions were in meetings open to the public, all in compliance with the law including Section 121.22 of the Revised Code.

VOTE ON RULE SUSPENSION:

YEAS\_\_\_NAYS\_\_\_  
ABSTAIN \_\_\_

PASSED: \_\_\_\_\_, 2015

YEAS\_\_\_ NAYS\_\_\_  
ABSTAIN \_\_\_

ATTEST: \_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
MAYOR



## PLANNING COMMISSION / STAFF REPORT

CASE NUMBERS: 2015-1550-1552

REQUEST: Multiple Requests

PROJECT: Delaware County Courthouse

MEETING DATE: September 2, 2015

### APPLICANT/OWNER

Silling Architects  
405 Capital Street  
Charleston, West Virginia 25301

Delaware County Board of Commissioners  
101 North Sandusky Street  
Delaware, Ohio 43015

### REQUESTS

2015-1550: A request by the Delaware County Board of Commissioners for approval of a Rezoning Amendment from R-3 (One Family Residential District) to B-2 (Central Business District) with Text Limitations for a New County Courthouse located at 110 North Sandusky Street just south of the Hayes Building on approximately 1.99 acres.

2015-1551: A request by the Delaware County Board of Commissioners for approval of a Combined Preliminary and Final Development Plan for a New County Courthouse located at 110 North Sandusky Street just south of the Hayes Building on approximately 1.99 acres and zoned B-2 (Central Business District) with Text Limitations.

2015-1552: A request by the Delaware County Board of Commissioners for approval of a Street Vacation of Marshall Court right-of way and right-of-way along the southeastern portion of the site for a New County Courthouse located at 110 North Sandusky Street just south of the Hayes Building on approximately 1.99 acres and zoned B-2 (Central Business District) with Text Limitations.

### PROPERTY LOCATION & DESCRIPTION

The subject development site would encompass four parcels just south of the Hayes Building (Delaware County Services Building) located at 140 North Sandusky Street. Two of the four development parcels (519-431-05-026-000 & 519-431-05-029-000) are zoned R-3 (One-Family Residential District) while the remaining two parcels are zoned B-2 (Central Business District) with text limitations. The zoning to the north is B-2 with text limitations, to the south is R-3 and B-2, to the east is B-2 and to the west across North Sandusky Street is PO/I (Planned Office/Intuitional District). The subject development site is also located in the Downtown Historic District Overlay in the Downtown Core Sub-District.

### BACKGROUND/PROPOSAL

The proposed New County Courthouse Building requires several approvals from various commissions to achieve compliance with the City development process. In November 2012, the Historic Preservation Commission approved the demolition of the Leffler House at 116 North Sandusky Street and in January 2014 City Council (Ordinance 14-51) approved the demolition of the Elks Building at 110 North Sandusky Street which are both County owned buildings on parcels that would encompass the proposed new building. In July 2015, HPC approve a Certificate of Appropriateness for building design and materials for the proposed New County Courthouse. Now the applicant is requesting a Rezoning, a Combined Preliminary and Final Development Plan and Street Vacation to complete the zoning approvals for the subject development.

The County is proposing a five story 92,145 square foot building (bottom two levels are garages while the top three levels are offices) on the four subject parcels that encompasses 1.99 acres and is located just south of the Hayes Building on North Sandusky Street. The Elks Building, Leffler garage and all other structures and appurtenances on the subject site would be razed in this application. In addition, site work would include reconstructing the parking lot just east of the building at the Union Street main entrance while installing a new main entry plaza and constructing a new plaza on the north side of the building adjacent to Marshall Court and the Hayes Building. The applicant is planning to initiate site work this fall and start construction of the building in Spring 2016.

### STAFF ANALYSIS

- **ZONING:** As mentioned above, two parcels are zoned B-2 with text limitation which permits the proposed new building while two parcels are zoned R-3 which does not. In December 2000, City Council approved Ordinance 00-124 that rezoned the Hayes Building to B-2 with text limitations which staff recommends for these subject properties for consistency. The text limitations maintain the property shall be used for governmental offices and accessory activities in the B-2 District, except that no portion of the property shall be used for the following:
  - Any residential activity otherwise permitted in the district

- Any retail or commercial activity services otherwise permitted in the district
- Any automobile or transportation use (but permitting the parking lot uses accessory to the County facilities)
- Any outdoor display or storage
- Any commercial recreational or entrainment activity
- Any lodging activity

In addition to the Rezoning, a Combined Preliminary and Final Development Plans and a Street Vacation would need to be approved by the Planning Commission and City Council prior to any construction

- **LAND USE:** The proposed New County Courthouse Building is consistent with the Comprehensive Plan of the "Downtown Core" of the plan which identifies these properties for Mixed Use.
- **ENGINEERING** The Applicant needs to obtain engineering approvals, including any storm water and utility issues that need to be worked out through the Engineering and Utilities Departments. All comments regarding the layout and details of the project are preliminary and subject to modification or change based on a technical review by the Engineering Department once a complete plan set is submitted for review.
- **ROADS AND TRAFFIC:** The applicant is preparing a traffic impact study to determine any improvements that would be required to the transportation network in the area based on the subject development. The City is still reviewing the traffic impact study to determine any specific improvements. The developer would be responsible for any improvements and/or financial obligations the subject development would have in the area per the City Engineer.

The proposed County Courthouse would have three access points to the three separate levels of parking proposed for the subject building. The existing curb cut on Union Street would access the renovated parking lot and access the first (bottom) level garage. A curb cut on the east/west alley just south of the proposed building would access the second level parking garage. The County is also proposing the subject alley to be converted to a one way eastbound alley. This issue would be deliberated by the Parking and Safety Committee who desire feedback from the public and Planning Commission during the present process. A third curb cut from North Sandusky Street would access the uncovered at grade parking deck on top of the second floor parking garage just north of the existing church. Existing Marshall Court, located between the Hayes Building and the proposed building, would remain and provide access from North Sandusky to the existing Union Street parking lot. In addition, the existing on street parking (approximately 7 parking spaces which encompasses approximately 150 feet located north of the aforementioned curb cut on North Sandusky Street) in front of the proposed County Courthouse would be eliminated to create an approximate 40 foot clear zone of defensible space to ensure compliance with federal judicial security regulations. Again, this issue would be deliberated by the Parking and Safety Committee who desire feedback from the public and Planning Commission during the present process.

- **STREET VACATION:** The Marshall Court right-of-way, located just north of the proposed County Courthouse parcels and just south of the Hayes Building, was never vacated in the Hayes Building development approvals in 2000. Also, right-of-way that protrudes into the proposed reconstructed parking lot along the southeastern portion of the site should be vacated adjacent to the County owned property. The existing parking lot along the alley is privately owned and the adjacent right-of-way that extends to the alley should remain in this application. All the above mentioned right-of-way shall be vacated to ensure fee simple ownership of the parcels by the County and also the parcels should be split and/or consolidated appropriately based on how the County wants to identify ownership of the subject two buildings.
- **PARKING:** As mentioned above, the proposed plan identifies parking in two new garages and one new deck above the garage which would accommodate county personnel for the new facility and open up the existing Union Street parking lots (adjacent to the Hayes Building and across Union Street) for the public. There would be a total of 170 new parking spaces contained within the building footprint (77 spaces in the first level parking garage, 58 spaces in the second level parking garage and 35 spaces on the parking deck). The first and second level garages would be for county, judicial and law enforcement staff, as well as prisoner transport into the building with access from Union Street and from the alley to the south respectively. The parking deck, with access from North Sandusky Street, would be for the jurors and the like. Each of the parking areas would be gated for security with no vehicular interconnections between the three parking levels.

- **SITE LAYOUT:** The proposed five story 92,114 square foot building, which encompasses approximately two-thirds of the site, would be located on the western portion of the site fronting North Sandusky Street with a front yard setback consistent with the Hayes Building. Because the grade of the site slopes from west to east, the building elevation from North Sandusky Street would be a three story elevation while the elevation from North Union Street would be a five story elevation. The main entrance would be on the west elevation that is preceded with a main entry plaza with pavers and decorative pavement framed by benches on the north and south sides of the plaza. The parking lot with access to Union Street just east of the entrance would be reconstructed as part of the site work with the appropriate number of handicap spaces. A curb and decorative bollards would separate the main plaza from the parking lot. A secondary employee only access is located on the north side of the building that leads to the Marshall Court Plaza which would also have pavers and decorative bollards separating the plaza from Marshall Court.
- **BUILDING DESIGN:** Through the efforts and the vision of the architect, City, County, neighborhood association, and public input, the new judicial center will be an impressive and appropriate landmark on the historic North Sandusky Street streetscape. Fronting Sandusky Street, the easterly sloping grade helps maximize use of the site by allowing construction of a 92,114 square foot five-level facility. As mentioned above, because of the existing grades on the site, the building elevation from North Sandusky Street would be a three story elevation while the elevation from North Union Street would be a five story elevation. The first and second levels would be allocated for parking garages. The upper three levels of the building are slated to house the offices and courtrooms of the Delaware County Common Pleas Court, the Delaware County Clerk of Courts Office, the Delaware County Prosecutor's Office, Adult Court Services, and Adult Probation Authority. Each elevation of the brick, cast-stone, and glass facility has its own set of unique features, such as a clock tower on the west and a glass-enclosed stairwell on the east. However, the overall appearance of the facility mimics the architecture of the adjacent Hayes Building to its north, while blending with the surrounding historic Italianate architectural style of the residential neighborhood, as well as late 1800/early 1900 institutional buildings. The main entrance for visitors into the building would be from the main entry plaza on the Union Street elevation and a secondary employee only entrance would be on the north elevation adjacent to the Hayes Building on Marshall Court. HPC has approved the design materials and per the City's normal and customary process, Planning Commission would review the basic site design only at this point in the process.
- **PARKLAND AND OPEN SPACE:** Although parkland and open space is not required in this application, the applicant is proposing two plazas that would serve as a gathering space for the public and employees.
- **LANDSCAPING:** The applicant submitted a landscape plan which identifies street trees, parking lot landscaping and foundation landscaping which all appear to achieve compliance with the zoning code. All landscape plans would need to be submitted, reviewed and approved by the Shade Tree Commission.
- **TREE PRESERVATION:** There are several trees on site which would be removed in the development. The applicant would have to provide a tree survey to document the type and caliper size of the trees and replace any removed trees or make a payment in lieu (\$100 per caliper inch removed) to achieve compliance with Chapter 1168 Tree Preservation Regulations. Alternatively, an alternate site could be identified for planting.
- **LIGHTING PLAN:** The proposed plan does not show any proposed building lights but does show a light pole in the reconstructed parking lot. A detailed lighting plan would be required for the entire development and all lighting plans would need to be submitted, reviewed and approved by the Chief Building Official that achieves compliance with the zoning code.

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**STAFF RECOMMENDATION (2015-1550 – REZONING AMENDMENT)**

Staff recommends approval of a request by the Delaware County Board of Commissioners of a Rezoning Amendment from R-3 (One Family Residential District) to B-2 (Central Business District) with Text Limitations for a New County Courthouse located at 110 North Sandusky Street just south of the Hayes Building on approximately 1.99 acres, with the following conditions that:

1. Any new structure(s) or site plan improvement(s) or any change of use shall require compliance with the B-2 Central Business District zoning regulations and approved text limitations.
2. The text limitations maintain the property shall be used for governmental offices and accessory activities in the B-2 District, except that no portion of the property shall be used for the following:

- Any residential activity otherwise permitted in the district
- Any retail or commercial activity services otherwise permitted in the district
- Any automobile or transportation use (but permitting the parking lot uses accessory to the County facilities)
- Any outdoor display or storage
- Any commercial recreational or entertainment activity
- Any lodging activity

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**STAFF RECOMMENDATION (2015-1551 – COMBINED PRELIMINARY AND FINAL DEVELOPMENT PLAN)**

Staff recommends approval of a request by the Delaware County Board Commissioners for approval of a Combined Preliminary and Final Development Plan for a New County Courthouse located at 110 North Sandusky Street just south of the Hayes Building on approximately 1.99 acres and zoned B-2 (Central Business District) with Text Limitations, with the following conditions that:

1. The applicant needs to obtain engineering approvals, including any storm water and utility issues that need to be worked out through the Engineering and Utilities Departments. All comments regarding the layout and details of the project are preliminary and subject to modification or change based on the final technical review by the Engineering Department once a complete plan set is submitted for review.
2. The applicant shall be responsible for any improvements and/or financial obligations of the traffic impact study per the City Engineer.
3. The requested one way eastbound alley just south of the site shall be determined by City Council after the Parking and Safety Committee hears the case and makes a recommendation.
4. The requested elimination of the existing on street parking (approximately 150 feet north of the parking deck curb cut on North Sandusky Street) in front of the proposed County Courthouse to create an approximate 40 foot clear zone of defensible space to ensure compliance with federal judicial security regulations shall be determined by City Council after the Parking and Safety Committee hears the case and makes a recommendation.
5. The applicant shall submit all building elevations along with material and color samples for all building materials for staff review and approval prior to building permit approval.
6. Any tree removal shall comply with Chapter 1168 Tree Preservation Regulations along with the approved development text.
7. Any landscape plans shall be submitted, reviewed and approved by the Shade Tree Commission.
8. Any lighting plan shall be submitted, reviewed and approved by the Chief Building Official.
9. The subject parcels shall be consolidated to achieve zoning and building compliance prior to final building occupancy permit.

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**STAFF RECOMMENDATION (2015-1552 –STREET VACATION)**

Staff recommends approval of a request by the Delaware County Board of Commissioners for approval of a Street Vacation of Marshall Court right-of-way for a New County Courthouse located at 110 North Sandusky Street just south of the Hayes Building on approximately 1.99 acres and zoned B-2 (Central Business District) with Text Limitations, with the following conditions that:

1. The subject Marshall Court right-of-way shall be vacated prior to final building occupancy permit.
2. The right-of-way along the southeastern portion of the site adjacent to county owned property shall be vacated prior to final building occupancy permit.

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**COMMISSION NOTES:**

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CASE NUMBER: 2015-1550-1552  
MEETING DATE: September 2, 2015  
PAGE: Page 5 of 5

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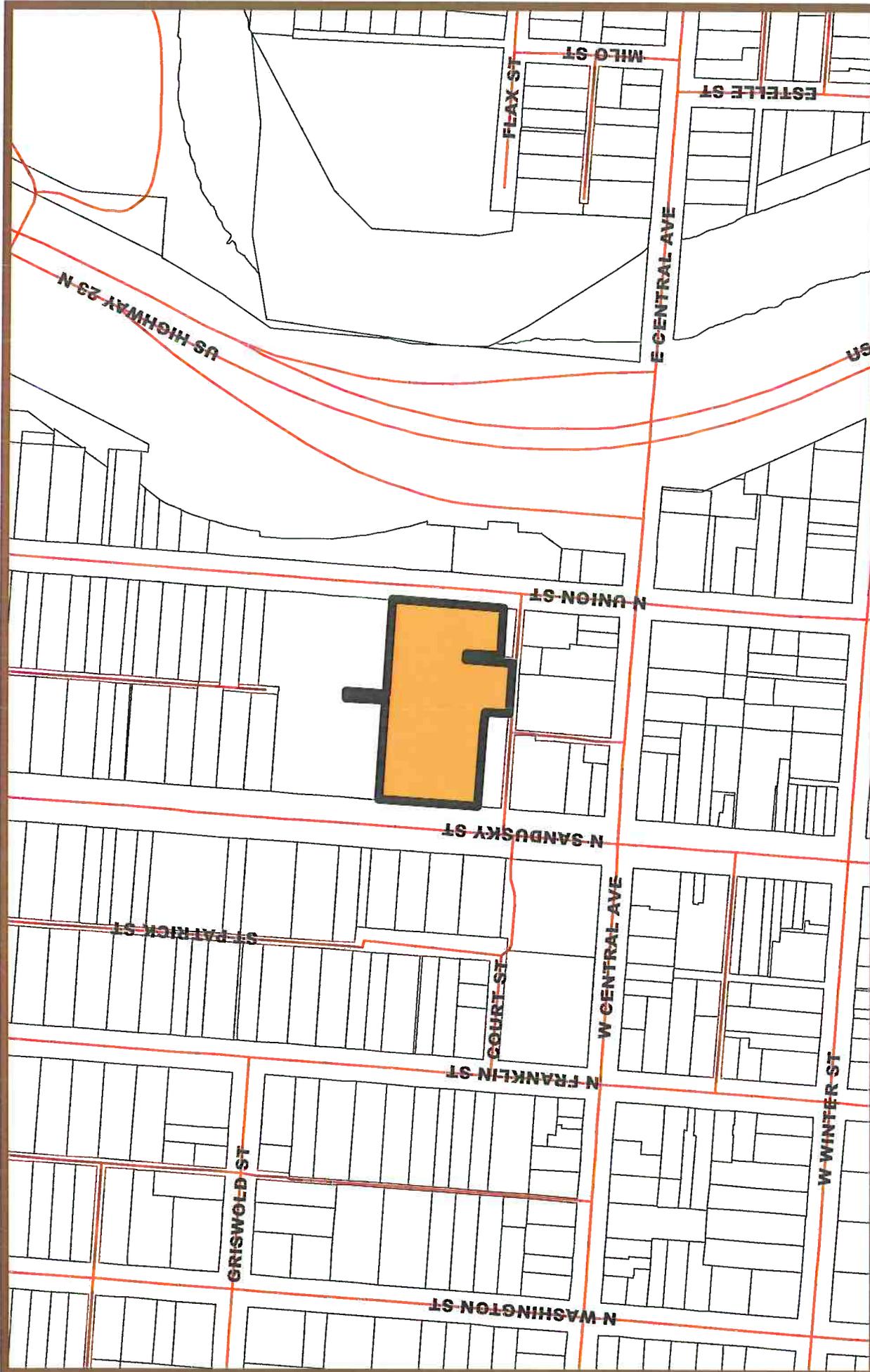
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MOTION: \_\_\_\_\_ 1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> *approved* *denied* *tabled* \_\_\_\_\_

CONDITIONS/MISCELLANEOUS:

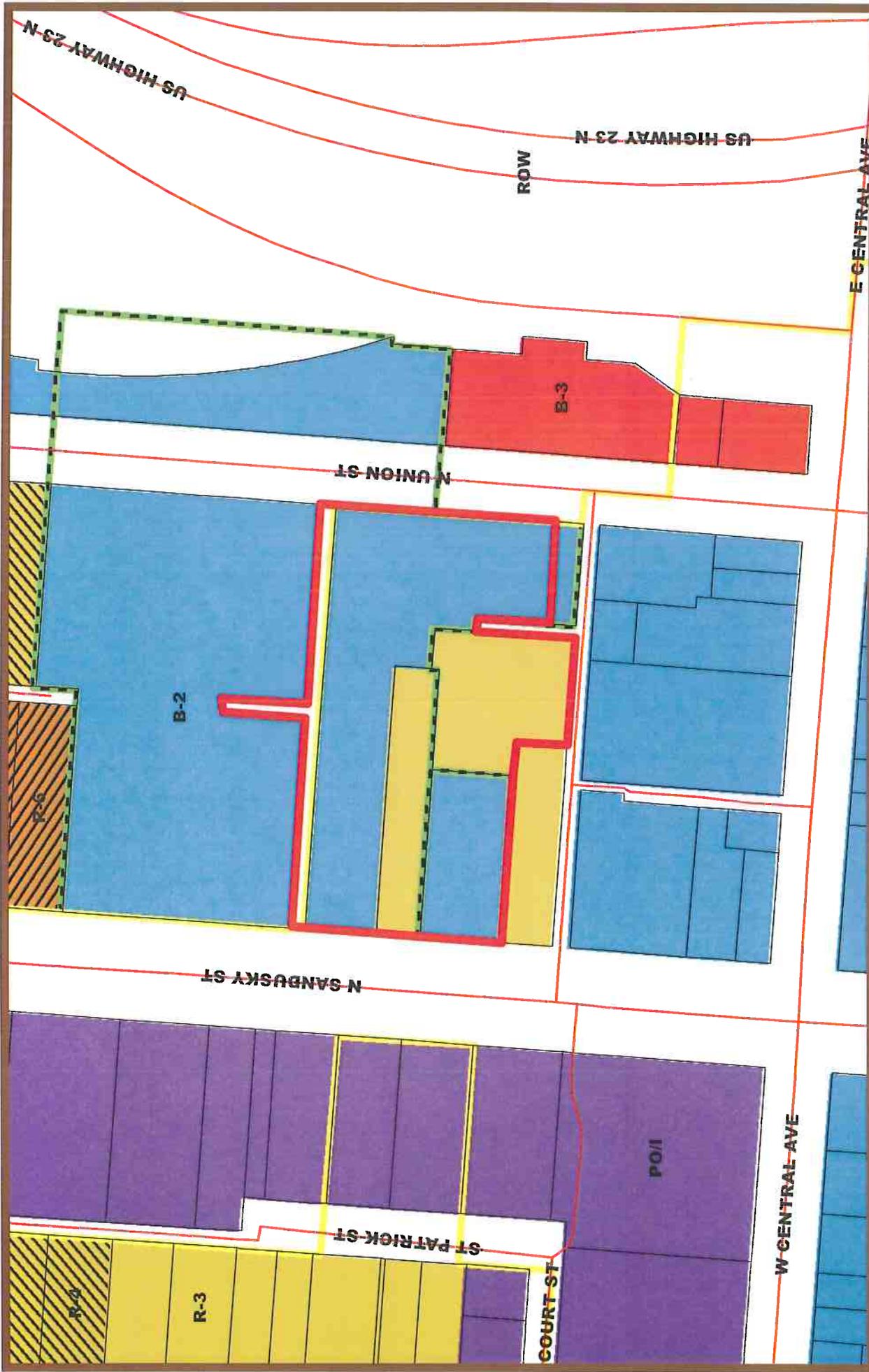
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FILE:  
ORIGINAL:  
REVISED: 08/28/15



2015-1550-1552  
 Rezoning Amendment, Combined Preliminary and  
 Final Development Plan, and Street Vacation  
 110 N. Sandusky Street  
 Location Map





2015-1550-1552  
 Rezoning Amendment, Combined Preliminary and  
 Final Development Plan, and Street Vacation  
 110 N. Sandusky Street  
 Zoning Map





2015-1550-1552  
Rezoning Amendment, Combined Preliminary and  
Final Development Plan, and Street Vacation  
110 N. Sandusky Street  
Aerial (2013)



# Downtown Historic Overlay

- Historic Overlay District
- Sub-Districts
- Downtown Core
  - Transitional
  - Residential



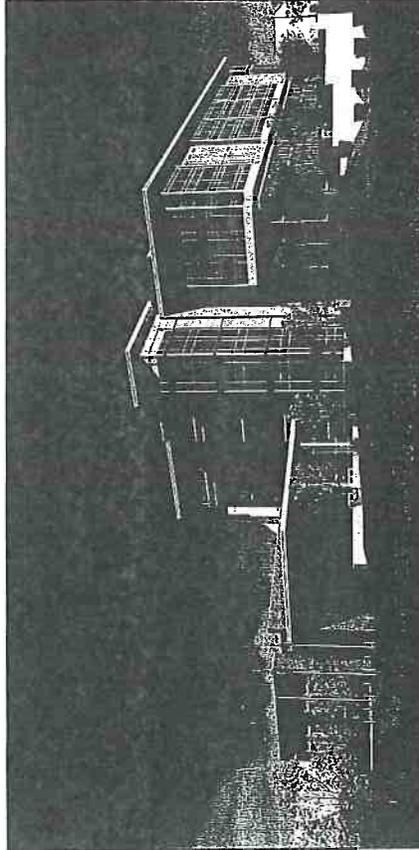
2015-1550-1552  
Rezoning Amendment, Combined Preliminary and  
Final Development Plan, and Street Vacation  
110 N. Sandusky Street  
Historic District Map

# DELAWARE COUNTY COURTHOUSE

## SITE DEVELOPMENT

120 NORTH SANDUSKY STREET  
DELAWARE, OHIO

AUGUST 6, 2015



### DRAWING INDEX

|                |                                         |
|----------------|-----------------------------------------|
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| 3              | EXISTING CONDITIONS                     |
| 4              | EXISTING UTILITIES                      |
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| 6              | SITE DIMENSION, LAYOUT & GRADING PLAN   |
| 7              | STORMWATER POLLUTION PREVENTION PLAN    |
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| 100            | LANDSCAPE DETAILS                       |

 **SILLING ASSOCIATES, INC.**  
405 CAPITOL STREET, UPPER ATRIUM, CHARLESTON WEST VIRGINIA 25301  
ENVIRONMENTAL DESIGN GROUP  
SMBH  
SCHEESER BUCKLEY MAYFIELD

**ARCHITECTS + PLANNERS**  
PHONE (304) 346-0665 • FAX (304) 346-1522  
**CIVIL ENGINEERS**  
**STRUCTURAL ENGINEERS**  
**MECHANICAL / ELECTRICAL ENGINEERS**

# 2015 DELAWARE COUNTY COURTHOUSE DELAWARE COUNTY, CITY OF DELAWARE, OHIO 120 NORTH SANDUSKY STREET

**SILLING ASSOCIATES, INC. - ARCHITECTS PLANNERS**  
460 CAPITAL STREET - LAMAR ATHLETIC CENTER, WEST WINDHAM, OHIO 43085  
P: 330.275.1500  
www.sillingassociates.com

**Environmental Design Group**  
460 CAPITAL STREET - LAMAR ATHLETIC CENTER, WEST WINDHAM, OHIO 43085  
P: 330.275.1500  
www.environmental-design.com

**DELAWARE COUNTY COURTHOUSE  
FOR ZONING APPROVAL  
NOT FOR CONSTRUCTION**

**COVER SHEET**

DATE: 08/21/15  
DRAWN BY: J. HARRIS  
SCALE: AS SHOWN  
SHEET NUMBER: 1 OF 17



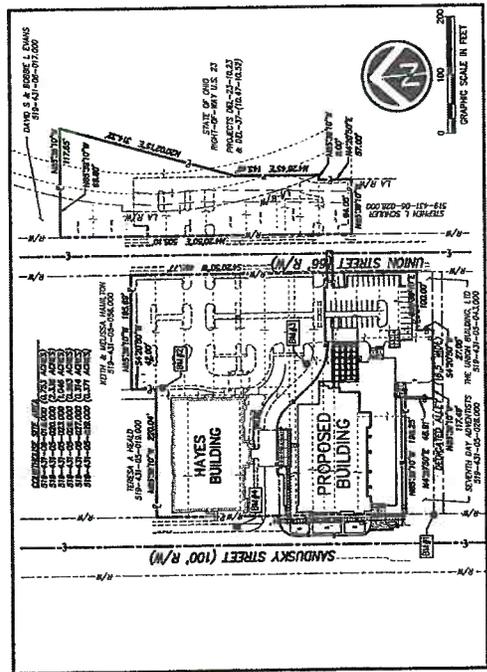
**LOCATION MAP**  
SCALE: 1" = 1000'

| INFRASTRUCTURE | PUBLIC | PRIVATE | COMMENTS                         |
|----------------|--------|---------|----------------------------------|
| WATER          | 1      | 2       | PRIVATE MAIN & MAINLINE SERVICES |
| SEWER          | 3      | 4       | PRIVATE MAIN & MAINLINE SERVICES |
| STORMWATER     | 5      | 6       | PRIVATE MAIN & MAINLINE SERVICES |
| ELECTRIC       | 7      | 8       | PRIVATE MAIN & MAINLINE SERVICES |
| TELEPHONE      | 9      | 10      | PRIVATE MAIN & MAINLINE SERVICES |
| CABLE          | 11     | 12      | PRIVATE MAIN & MAINLINE SERVICES |
| OTHER          | 13     | 14      | PRIVATE MAIN & MAINLINE SERVICES |

NOTE: THE CITY RESERVES THE RIGHT TO ENSURE ALL INFRASTRUCTURE IS PROPERLY CONSTRUCTED AND INSTALLED, REGARDLESS OF OWNERSHIP.

**SHEET INDEX**

| TITLE SHEET | DATE     |
|-------------|----------|
| 1           | 08/21/15 |
| 2           | 08/21/15 |
| 3           | 08/21/15 |
| 4           | 08/21/15 |
| 5           | 08/21/15 |
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| 14          | 08/21/15 |
| 15          | 08/21/15 |
| 16          | 08/21/15 |
| 17          | 08/21/15 |
| 18          | 08/21/15 |



**SURVEY DATA**  
EXISTING CONDITIONS ARE BASED ON AN ALTA SURVEY PERFORMED BY DLZ INC. 6191 THURLEY HIL, COLLINGSWOOD, OHIO 43024.  
ALL DISTANCES ARE BASED ON AN ACTUAL FIELD SURVEY CONDUCTED IN MARCH OF 2015. THE SURVEY WAS CONDUCTED BY DELAWARE COUNTY SURVEYOR NUMBER 2436.  
CONTRACTOR SHALL VERIFY THE SURVEY DATA AND REPORT ANY DISCREPANCIES TO THE SURVEYOR.

**COUPS/UTILITY CONTACT DATA**  
THE UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY THAT WAS CONDUCTED IN MARCH OF 2015. THE SURVEY WAS CONDUCTED BY DELAWARE COUNTY SURVEYOR NUMBER 2436.  
ALL UTILITIES SHOWN ARE BASED ON THE SURVEY DATA. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES.  
UTILITIES MARKED BY THE INDIVIDUAL UTILITY COMPANIES WERE IN RESPONSE TO A REQUEST MADE TO THE DELAWARE COUNTY SURVEYOR (DCS) UNDER TICKET NUMBERS 0003-00-001, 0019-00-005, AND 0019-00-006.  
THE WATER LINE WAS NOT MARKED IN THE FIELD AND IS SHOWN BASED ON THE 2001 DELAWARE COUNTY PLANNING DEPARTMENT RECORD DRAWING OF FEBRUARY 2001.  
SEWER PIPE SIZES AS SHOWN ARE PER PLAN AND FIELD INSPECTION UNLESS NOTED OTHERWISE. OTHER UTILITY SIZES AS SHOWN ARE PER PLAN ONLY, IF ANY WERE AVAILABLE, AND ARE NOT FIELD VERIFIED.  
STREETS WHICH ARE MARKED SHOWN ARE IN THE FIELD UNDER APPROXIMATION. THERE IS NO FIELD VERIFICATION OF THE EXACT LOCATION OF ANY UTILITIES ON THE EAST SIDE OF SANDUSKY STREET, BUT NO OTHER INFORMATION IS AVAILABLE.  
UTILITY OWNERS:  
AMERICAN ELECTRIC POWER DELAWARE CITY 4308 US 23 4308 740-303-0000  
AT&T PATRIOT NETWORKS 740-303-0000  
COLUMBIA GAS SYSTEMS 740-303-0000  
820 CENTRAL BLVD COLUMBIANA, OH 43081  
914-460-3100  
ATHL BCS BELMONT 140 WEST STREET NEW YORK, NY 10007 1-800-450-7600  
740-546-7776

**SITE CONTROL/BENCHMARKS DATA**  
THE CONTROL POINTS SHOWN ON THIS MAP WERE ESTABLISHED BY DELAWARE COUNTY SURVEYOR NUMBER 2436. THE CONTROL POINTS ARE LOCATED AS FOLLOWS:  
BM1 - A CONCRETE BENCHMARK ON THE EAST SIDE OF A CONCRETE LIGHT POLE BASE LOCATED 25' NORTHWEST OF THE NORTHWEST CORNER OF THE HAYES BUILDING.  
BM2 - A CONCRETE BENCHMARK ON THE SOUTH SIDE OF THE HAYES BUILDING. THE LEFT SIDE OF THE MAIN CONCOURSE DRIVE TO THE HAYES BUILDING. THE POLE IS LOCATED SOUTH OF THE SOUTH EAST CORNER OF THE BUILDING.  
BM3 - A CONCRETE BENCHMARK ON THE SOUTH EAST CORNER OF THE HAYES BUILDING. THE POLE IS LOCATED SOUTH OF THE SOUTH EAST CORNER OF THE BUILDING.  
BM4 - A CONCRETE BENCHMARK ON THE SOUTH WEST CORNER OF THE HAYES BUILDING. THE POLE IS LOCATED SOUTH OF THE SOUTH WEST CORNER OF THE BUILDING.  
BM5 - A CONCRETE BENCHMARK ON THE SOUTH EAST CORNER OF THE HAYES BUILDING. THE POLE IS LOCATED SOUTH OF THE SOUTH EAST CORNER OF THE BUILDING.  
BM6 - A CONCRETE BENCHMARK ON THE SOUTH WEST CORNER OF THE HAYES BUILDING. THE POLE IS LOCATED SOUTH OF THE SOUTH WEST CORNER OF THE BUILDING.  
BM7 - A CONCRETE BENCHMARK ON THE SOUTH EAST CORNER OF THE HAYES BUILDING. THE POLE IS LOCATED SOUTH OF THE SOUTH EAST CORNER OF THE BUILDING.  
BM8 - A CONCRETE BENCHMARK ON THE SOUTH WEST CORNER OF THE HAYES BUILDING. THE POLE IS LOCATED SOUTH OF THE SOUTH WEST CORNER OF THE BUILDING.

**PLAN REVISIONS**

| NO. | DATE     | DESCRIPTION          |
|-----|----------|----------------------|
| 1   | 08/21/15 | ISSUE FOR PERMIT     |
| 2   | 08/21/15 | REVISION DESCRIPTION |
| 3   | 08/21/15 | REVISION DESCRIPTION |
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| 16  | 08/21/15 | REVISION DESCRIPTION |
| 17  | 08/21/15 | REVISION DESCRIPTION |
| 18  | 08/21/15 | REVISION DESCRIPTION |

**CITY OF DELAWARE APPROVALS**

APPROVAL OF THESE PLANS DOES NOT CONSTITUTE ASSURANCE TO OPERATE AS APPROVED. THE REVIEWER DOES NOT ACCEPT RESPONSIBILITY FOR THE INTEGRITY OF THE PLANS.

DELAWARE COUNTY SURVEYOR  
DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT

DATE: \_\_\_\_\_

DELAWARE COUNTY SURVEYOR  
DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT

DATE: \_\_\_\_\_

DELAWARE COUNTY SURVEYOR  
DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT

DATE: \_\_\_\_\_

DELAWARE COUNTY SURVEYOR  
DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT

DATE: \_\_\_\_\_

DELAWARE COUNTY SURVEYOR  
DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT

DATE: \_\_\_\_\_

**PROJECT DATA**

ARCHITECT: SILLING ASSOCIATES, INC.  
ENVIRONMENTAL DESIGN GROUP  
460 CAPITAL STREET - LAMAR ATHLETIC CENTER, WEST WINDHAM, OHIO 43085  
P: 330.275.1500

DEVELOPER/OWNER: DELAWARE COUNTY COURTHOUSE  
120 NORTH SANDUSKY STREET, 1ST FLOOR  
DELAWARE COUNTY, OHIO 43015  
P: 740.546.2234 (JOHN MILLER)

**STANDARD DRAWING**

THE FOLLOWING LIST OF STANDARD DRAWINGS SHALL BE CONSIDERED AS A PART OF THIS PLAN SET. IT IS THE CONTRACTOR'S RESPONSIBILITY TO OBTAIN THE NECESSARY STANDARD DRAWINGS FROM THE GOVERNING AGENCIES.

MOXTER STANDARD DRAWINGS FOR 70% SET OF CONSTRUCTION DRAWING PLAN HAVE BEEN INCLUDED IN THIS SET OF CONSTRUCTION DRAWING.

| NO. | DATE     | DESCRIPTION          |
|-----|----------|----------------------|
| 1   | 08/21/15 | ISSUE FOR PERMIT     |
| 2   | 08/21/15 | REVISION DESCRIPTION |
| 3   | 08/21/15 | REVISION DESCRIPTION |
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| 17  | 08/21/15 | REVISION DESCRIPTION |
| 18  | 08/21/15 | REVISION DESCRIPTION |

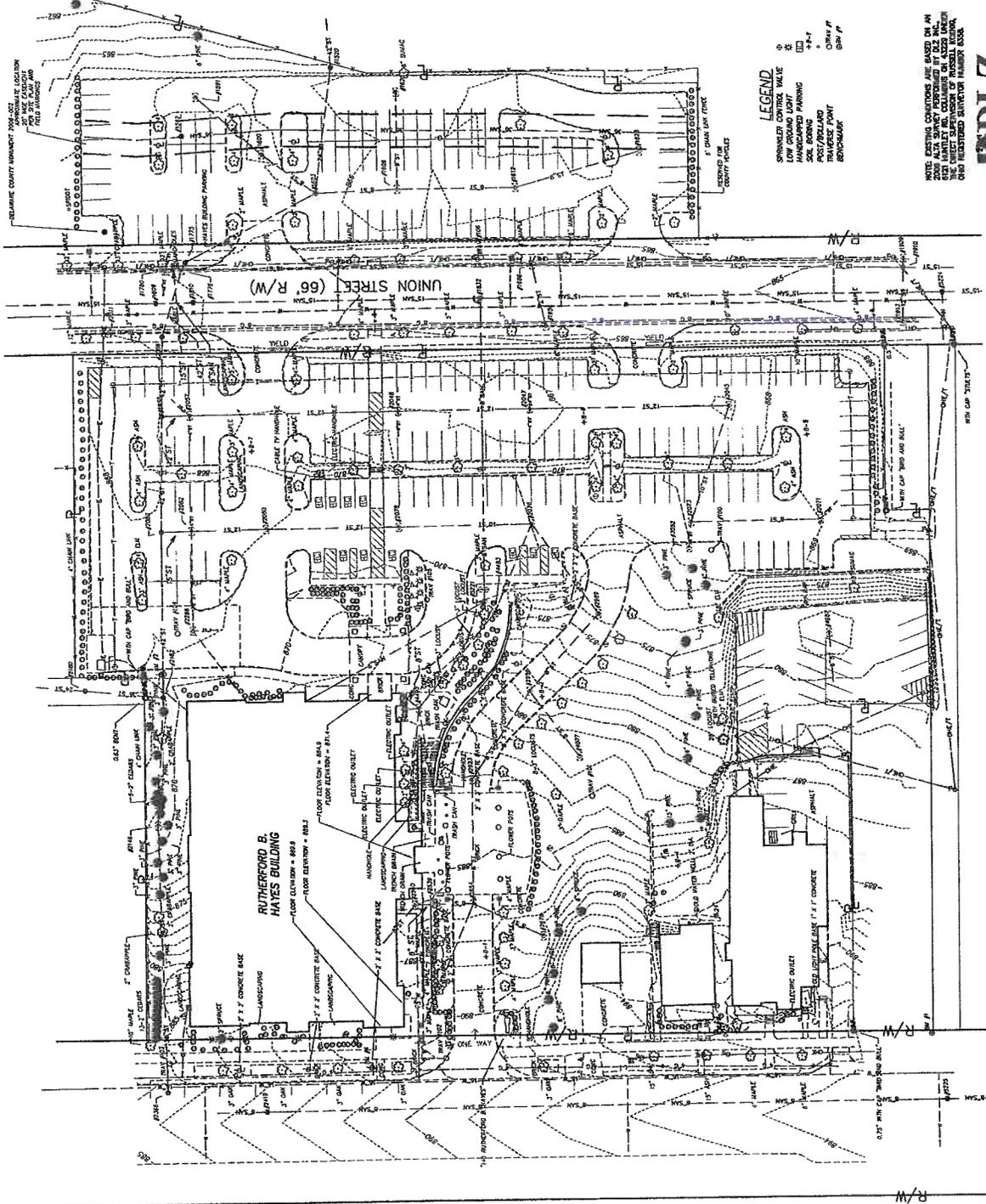
**FLOOD DATA**

PORTIONS OF THE SUBJECT PROPERTY ARE IN OTHER FLOOD AREAS. ZONE X FLOOD DEPTHS OF LESS THAN 1 FOOT ON WITH SWANAGE AREAS LESS THAN 1.5 FEET. SQUARE FEET AND AREAS PROTECTED BY Dikes FROM 100-YEAR FLOOD. DETERMINATION FROM THE FLOOD INSURANCE RATE MAP (FIRM) NUMBER 15010C0101A, EFFECTIVE DATE 08/21/15, PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY.

**WIND LOADS**

| WIND SPEED | WIND DIRECTION | WIND LOAD |
|------------|----------------|-----------|
| 15         | 0-90           | 0.00      |
| 15         | 90-180         | 0.00      |
| 15         | 180-270        | 0.00      |
| 15         | 270-360        | 0.00      |
| 20         | 0-90           | 0.00      |
| 20         | 90-180         | 0.00      |
| 20         | 180-270        | 0.00      |
| 20         | 270-360        | 0.00      |
| 25         | 0-90           | 0.00      |
| 25         | 90-180         | 0.00      |
| 25         | 180-270        | 0.00      |
| 25         | 270-360        | 0.00      |
| 30         | 0-90           | 0.00      |
| 30         | 90-180         | 0.00      |
| 30         | 180-270        | 0.00      |
| 30         | 270-360        | 0.00      |





**SURVEY CONTROL**

| NUMBER | NORTHING  | EASTING   | ELEVATION | MONUMENT  |
|--------|-----------|-----------|-----------|-----------|
| 100    | 23187.359 | 81058.645 | 870.925   | PIPE      |
| 101    | 23242.492 | 81043.105 | 883.330   | PIPE      |
| 102    | 23243.450 | 81068.720 | 890.197   | WOOD NAIL |
| 103    | 23253.335 | 81000.729 | 885.740   | PIPE      |
| 104    | 23248.845 | 81045.763 | 885.421   | WOOD NAIL |
| 105    | 23323.547 | 81058.882 | 870.325   | PIPE      |
| 106    | 23282.872 | 81077.324 | 884.775   | PIPE      |

**BENCHMARKS**

BM #1 ELEVATION = 885.204  
 THE SOUTHWEST CORNER OF THE FIRST STEP TO THE MAIN ENTRANCE OF THE SEVENTH BAY ADJUTANT CORNER LOCATED AT 100 SANDUSKY STREET. STEP IS APPROXIMATELY 8" ABOVE THE SURFACE ALONG SANDUSKY STREET AND IS NOT MARKED.

BM #2 ELEVATION = 871.846  
 A CIRCLED SQUARE ON THE EAST SIDE OF A CONCRETE LIGHT CORNER OF THE HAYES BUILDING.

BM #3 ELEVATION = 875.029  
 A CIRCLED SQUARE ON THE SOUTH CORNER OF THE LAST CURT PAVILION SQUARE ON THE SOUTH CORNER OF THE LAST CURT PAVILION ON THE LEFT SIDE OF THE MAIN CONCRETE DRIVE TO THE HAYES BUILDING. THE PAVE IS LOCATED SOUTHWEST OF THE SOUTHWEST CORNER OF THE BUILDING.

BM #4 ELEVATION = 885.845  
 A CIRCLED SQUARE ON THE SOUTHWEST CORNER OF THE MAIN CONCRETE DRIVE TO THE HAYES BUILDING OFF OF SANDUSKY STREET.

**DATUMS**

HORIZONTAL CONTROL IS PROJECT GROUND DERIVED FROM THE OHIO STATE PLANE AND COORDINATE SYSTEM. THE STATE PLANE AND COORDINATE SYSTEM, WITH THE STATE PLANE AND COORDINATE SYSTEM, WITH THE PROJECT GROUND NORTHINGS AND EASTING VALUES BY THE PROJECT COMBINED SCALE FACTOR OF 0.9999989.

VERTICAL CONTROL IS BASED ON THE MARSHS DATUM AND WAS ESTABLISHED FROM CONVENTIONAL LEVELING USING INGS MONUMENT METERS (MARSHS ELEV = 872.65).

**SHEET REFERENCES**

REFER TO SHEET PA-02 FOR GROUND ELEVATIONS AT CORNERS OF THE HAYES BUILDING.  
 REFER TO SHEET UP-01 AND UP-02 FOR RETAILED UTILITY AND SEWER INFORMATION.  
 REFER TO SHEET PA-01 FOR PROPERTY OWNED INFORMATION.

NOTE: EXISTING CONDITIONS ARE BASED ON AN OLD MAPLET RD. COLLUMS ON ALDOR UNIFORM ONE INCHES TO AN INCH SCALE.





**SITE LAYOUT PLAN**

**DELWARE COUNTY COURTHOUSE**  
FOR ZONING APPROVAL  
NOT FOR CONSTRUCTION

REVISION

| DATE           | SCALE        |
|----------------|--------------|
| REVISIONS      | SHEET NUMBER |
| <b>5 OF 17</b> |              |

GRAPHIC SCALE IN FEET

SEAL

**SILING ASSOCIATES, INC.**  
ARCHITECTS PLANNERS  
109 CAPITAL STREET, UPPER MERIDIAN, CHRISTIANA, WEST VIRGINIA 25301-1722  
www.siling.com  
450 Grand Street  
Ft. Scott, PA 15089  
P: 302.776.1600

**SITE LAYOUT NOTES**

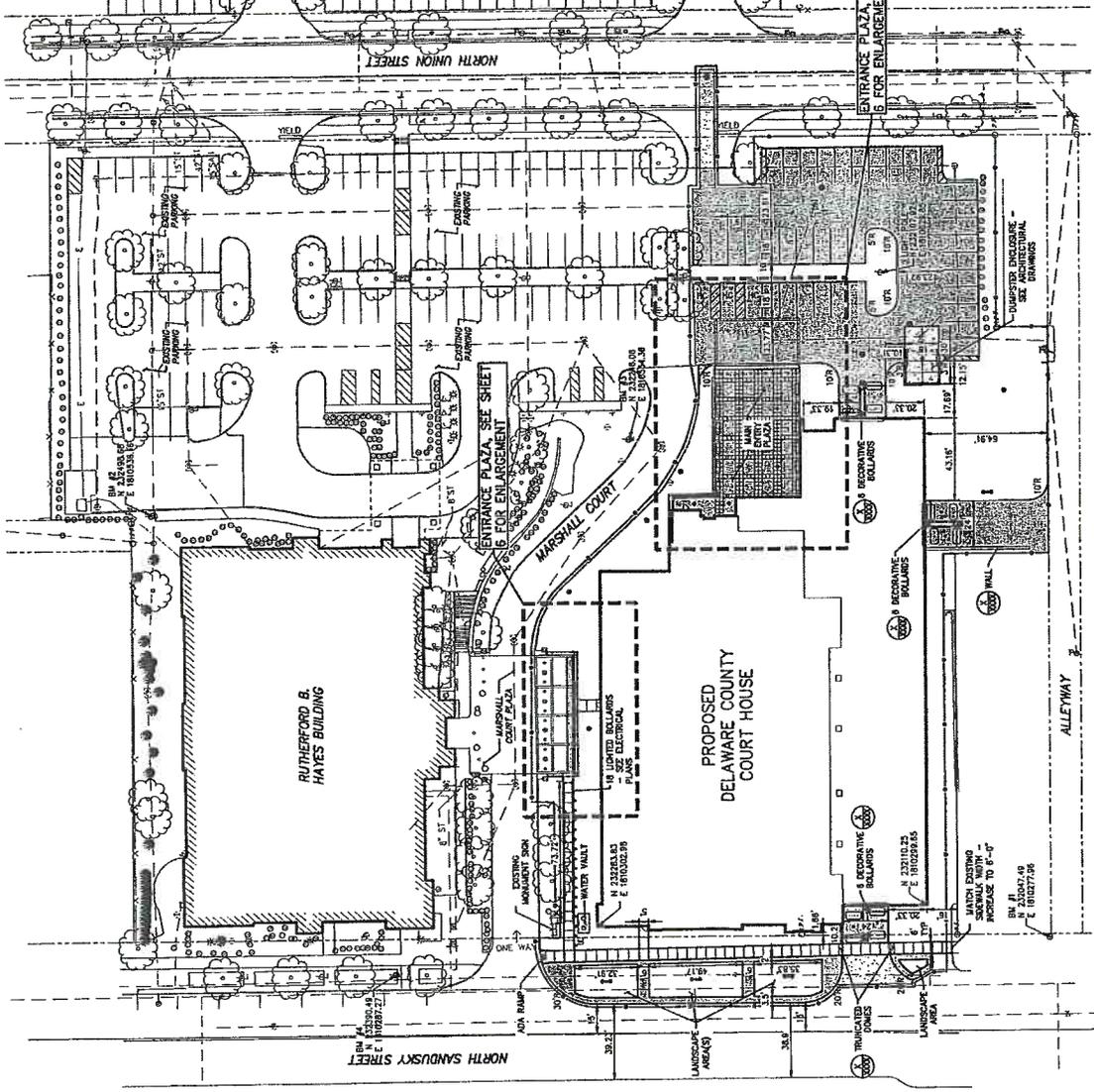
- EXISTING CONDITIONS FOR THIS PLAN ARE BASED ON A 2008 A.L.M. SURVEY AND THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE EXISTING CONDITIONS AND REPORT ANY DISCREPANCIES TO THE ARCHITECT.
- UNLESS OTHERWISE SHOWN, ALL CORNER POINTS ARE GIVEN FROM THE FACE OF CURB. ALL PAVEMENT DIMENSIONS ARE TO THE FACE OF CURB.
- DO NOT SCALE FROM THE DRAWING. ALL WRITTEN DIMENSIONS SHALL GOVERN.
- CONTRACTOR RESPONSIBLE TO MAINTAIN EXISTING SITE CONTROLS AND SET POINTS.
- PROPOSED LAYOUT SHALL BE OBTAINED ON THE GROUND BY A REGISTERED PROFESSIONAL SURVEYOR. PRIOR TO CONSTRUCTION, CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS ON THE GROUND AND REPORT ANY DISCREPANCIES TO THE ARCHITECT.
- CONTRACTOR NOTES AND TYPICALS MAY APPLY TO ALL SIMILAR CONDITIONS. DRAWINGS BUT APPLY TO ALL SIMILAR CONDITIONS.
- REFER TO SITE GRADING SHEETS FOR HATCHED CURB HOIST LAYOUT INFORMATION.
- REFER TO SITE UTILITY SHEET FOR UTILITY INFORMATION, PAVEMENT UNDERDRAINS AND OTHER STORM SEWER REQUIREMENTS.
- REFER TO ARCHITECTURAL AND STRUCTURAL PLANS FOR COORDINATION OF THE PROPOSED COURTHOUSE WITH THE EXISTING RUTHERFORD & HAYES BUILDING. CONTRACTOR SHALL FIELD VERIFY THESE ELEVATIONS AND REPORT ANY DISCREPANCIES TO THE ARCHITECT.
- CONTRACTOR TO REMOVE AND REINSTALL CITY BRICK PAVERS, ADDITIONAL INSTALL FOR CITY STANDARD.
- CONTRACTOR TO PROTECT EXISTING UTILITIES AT ALL TIMES. UTILITIES ARE SHOWN ON THIS SHEET FOR CONTRACTOR'S REFERENCE. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY EXACT LOCATIONS AND PROTECT.
- EXISTING SEWER WITH THE RIGHT-OF-WAY THAT ARE DEPRECATED DUE TO PROPOSED CONSTRUCTION MUST BE REINSTALLED FOR CITY STANDARD.

**LEGEND**

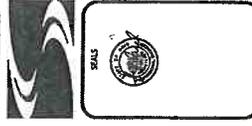
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|------------------------------------|---------------------------|---------------------------|---------------------------|
| EXISTING STORM STRUCTURES          | PROPOSED STORM STRUCTURES | EXISTING ELECTRICAL POLES | PROPOSED ELECTRICAL POLES |
| CONTROL JOINT                      | EXPANSION JOINT           | CONCRETE SIDEWALK         | TYPE 1 (STANDARD)         |
| INTEGRAL CONCRETE CURB & WALK      | TYPE 2 PAVEMENT           | TYPE 3 PAVEMENT           | TYPE 4 (COORDINATING)     |
| ASPHALT PAVEMENT                   | TYPE 5                    | PAVERS                    | TYPE 6                    |
| DESCRIPTIVE MARKING - AS SPECIFIED |                           |                           |                           |

**SITE PARKING DATA**

|                 |    |
|-----------------|----|
| STANDARD SPACES | 38 |
| MANEUVER SPACES | 3  |
| TOTAL           | 41 |

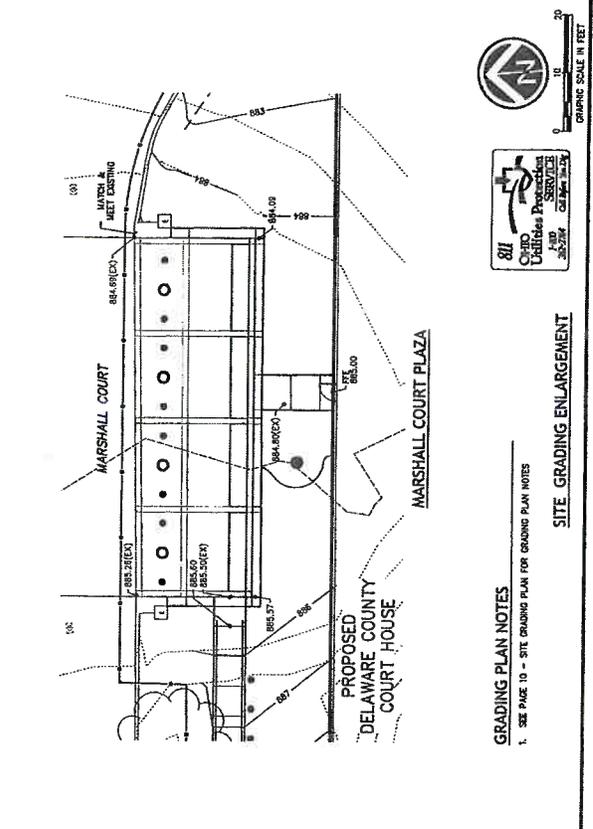
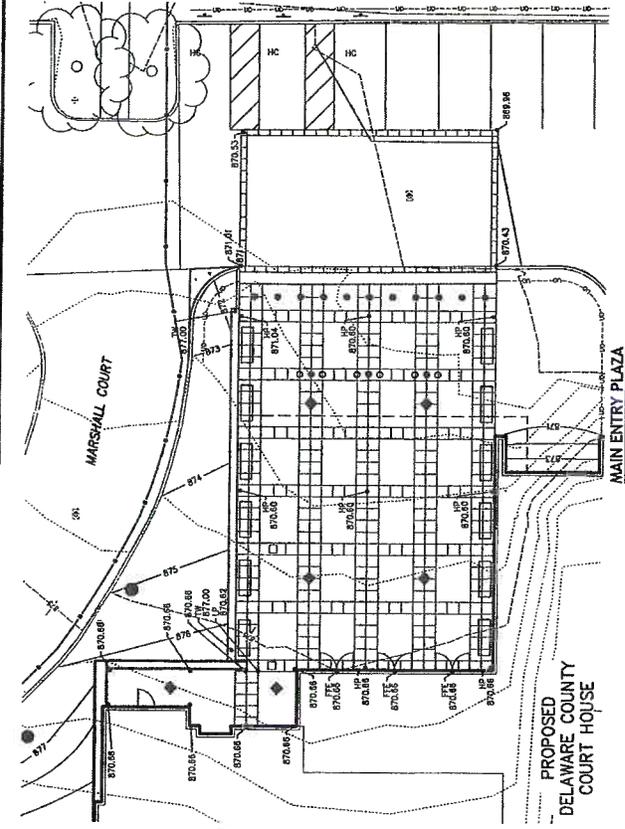


CHAD C. UFFORD  
LICENSED PROFESSIONAL ENGINEER  
STATE OF PENNSYLVANIA  
NO. 1000000000



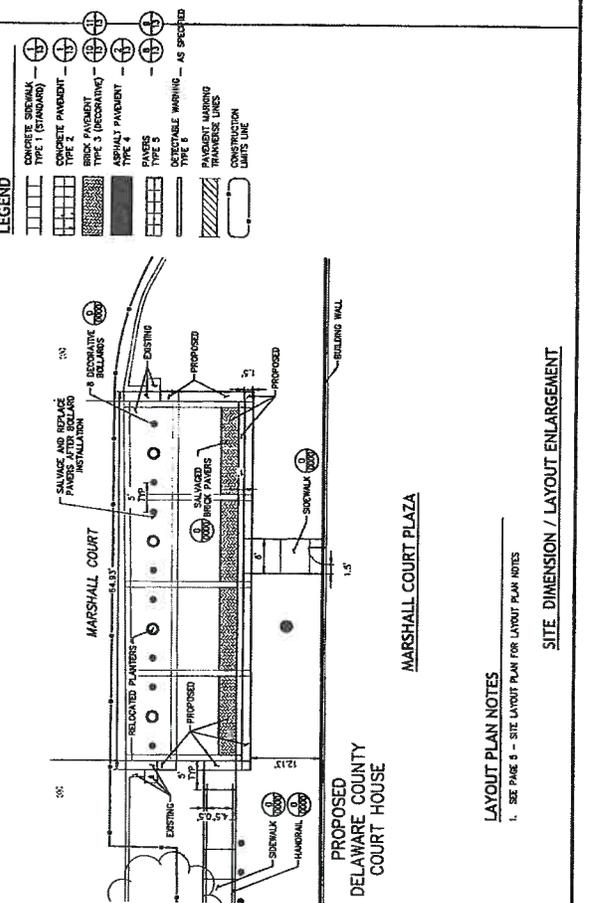
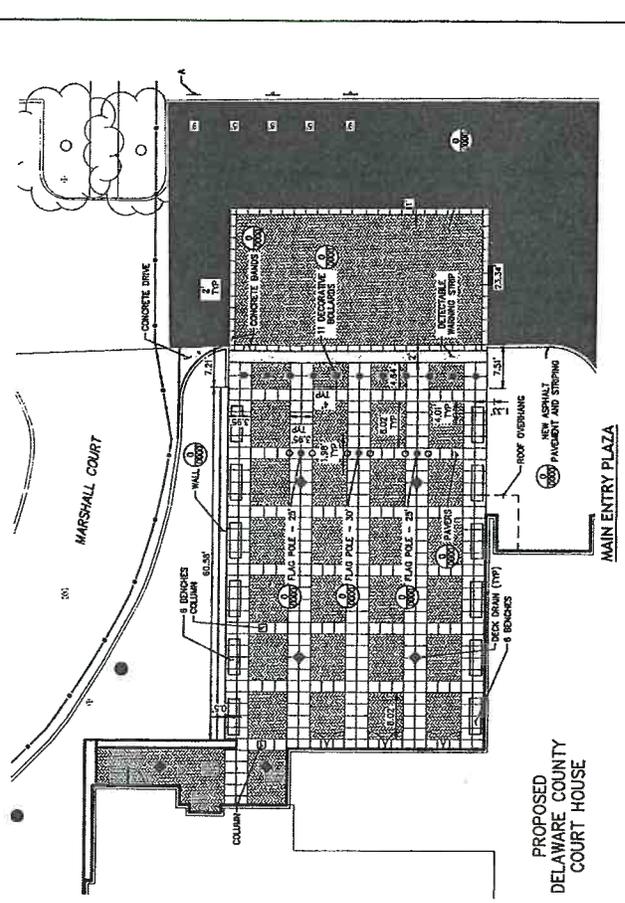
DELAWARE COUNTY COURTHOUSE  
 FOR ZONING APPROVAL  
 NOT FOR CONSTRUCTION

SITE LAYOUT &  
 GRADING PLAN  
 ENLARGEMENT



SEAL  
 STATE OF TENNESSEE  
 PROFESSIONAL ENGINEER  
 NO. 35274  
 EXPIRES 08/20/17

GRADING PLAN NOTES  
 1. SEE PAGE 10 - SITE GRADING PLAN FOR GRADING PLAN NOTES  
 SITE GRADING ENLARGEMENT  
 GRAPHIC SCALE IN FEET



**LEGEND**

|          |                                     |
|----------|-------------------------------------|
| [Symbol] | CONCRETE SIDEWALK TYPE 1 (STANDARD) |
| [Symbol] | CONCRETE SIDEWALK TYPE 2            |
| [Symbol] | BRICK PAVEMENT TYPE 5 (DECORATIVE)  |
| [Symbol] | ASPHALT PAVEMENT TYPE 4             |
| [Symbol] | TYPE 5                              |
| [Symbol] | TYPE 6                              |
| [Symbol] | REMOVABLE WARNING STRIP (SEE SPEC)  |
| [Symbol] | PAVEMENT MARKING TRANSVERSE LINES   |
| [Symbol] | CONSTRUCTION LIMITS LINE            |

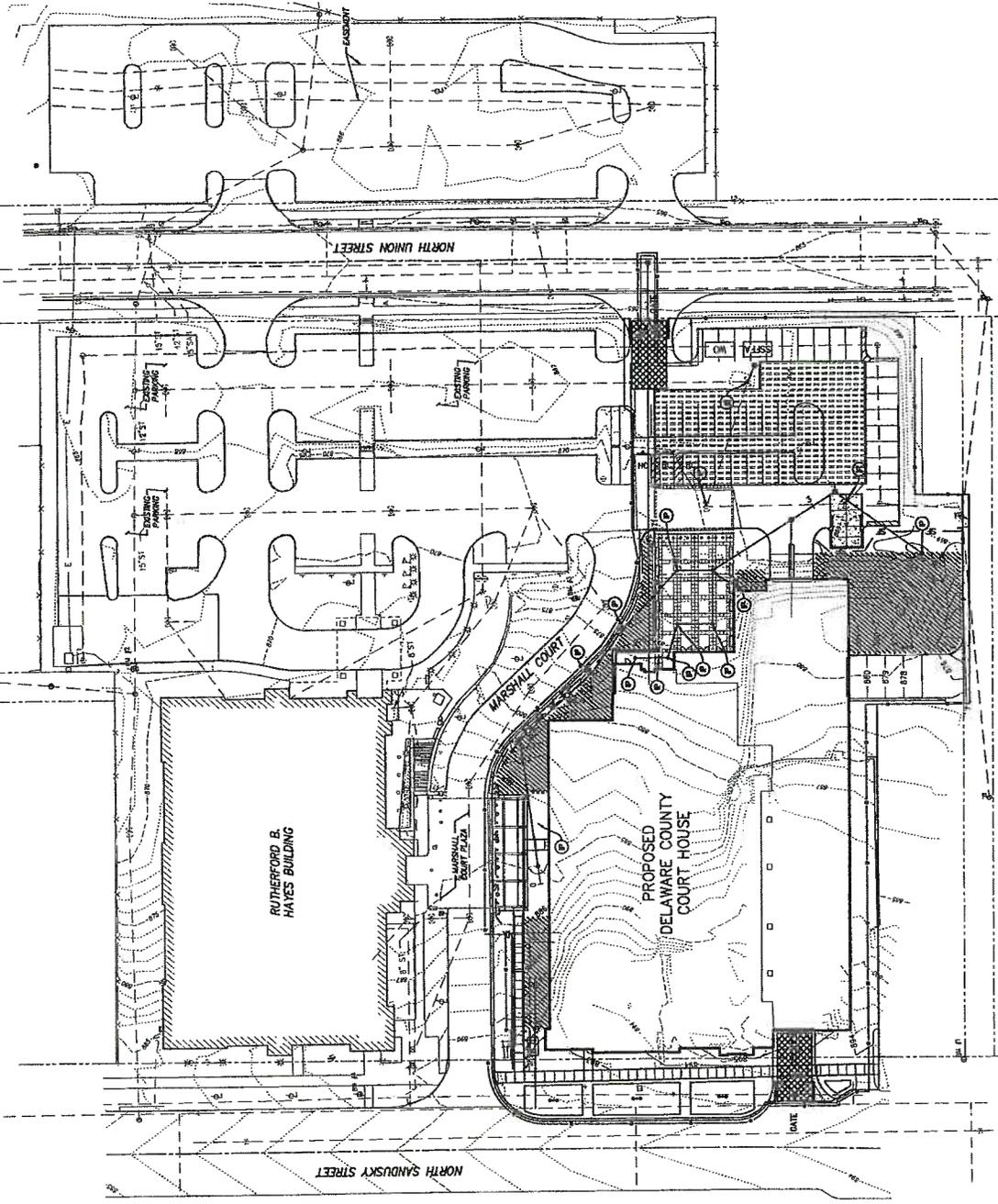
LAYOUT PLAN NOTES  
 1. SEE PAGE 9 - SITE LAYOUT PLAN FOR LAYOUT PLAN NOTES  
 SITE DIMENSION / LAYOUT ENLARGEMENT



**EROSION CONTROL NOTES**

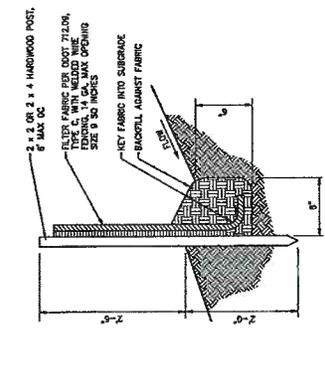
1. UNLESS NOTED OTHERWISE, ALL EROSION CONTROL MEASURES SHALL BE INSTALLED AS SHOWN ON THIS PLAN. THE CONTRACTOR SHALL INSTALL SILT FENCE IN SECTIONS PARALLEL WITH THE CONTOURS ON STEPLY SLOPED AREAS TO ENSURE SEDIMENT IS TRAPPED BY SILT FENCE.
2. ALL DISTURBED AND PROPOSED SLOPES SHALL HAVE EROSION PROTECTION ALONG THE ENTIRE LENGTH OF THE SLOPE AS SHOWN ON THE DETAILS.
3. WORK SHALL BE PERFORMED IN A LOGICAL SEQUENCE TO MINIMIZE EROSION AND TO MAINTAIN STABILITY OF EXISTING AREAS. THE CONTRACTOR SHALL MAINTAIN EXISTING VEGETATION AND SOIL COVER WHERE POSSIBLE. THE CONTRACTOR SHALL MAINTAIN EXISTING DRAINAGE PATTERNS AND SHALL NOT DISRUPT EXISTING DRAINAGE PATTERNS. THE CONTRACTOR SHALL MAINTAIN EXISTING UTILITY LOCATIONS AND SHALL NOT DISRUPT EXISTING UTILITY LOCATIONS. THE CONTRACTOR SHALL MAINTAIN EXISTING CONSTRUCTION ENTRY POINTS AND SHALL NOT DISRUPT EXISTING CONSTRUCTION ENTRY POINTS.
4. FOR SITUATIONS WHERE AN EXISTING CATCH BASIN IS TO BE REPLACED, INSTALL THE NEW CATCH BASIN WITHIN THE EXISTING CATCH BASIN'S FOOTPRINT. OTHER EROSION CONTROL MEASURES SHALL BE INSTALLED AT THE LOCATION. THE CONTRACTOR SHALL MAINTAIN EXISTING UTILITY LOCATIONS AND SHALL NOT DISRUPT EXISTING UTILITY LOCATIONS.

- LEGEND**
- SILT FENCE
  - SILT SOCK
  - CONSTRUCTION FENCE
  - WORK LIMITS
  - INLET PROTECTION
  - ROCK CHECK DAM
  - WASHOUT STATION
  - STAGING, SANITARY FACILITY & FUELING AREA
  - SLOPE PROTECTION MATTING
  - TEMPORARY CONSTRUCTION ENTRY

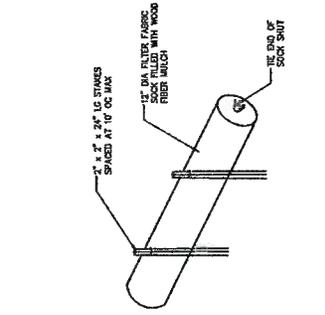


GRAPHIC SCALE IN FEET  
 0 25 50

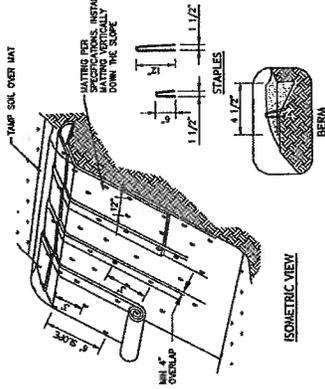




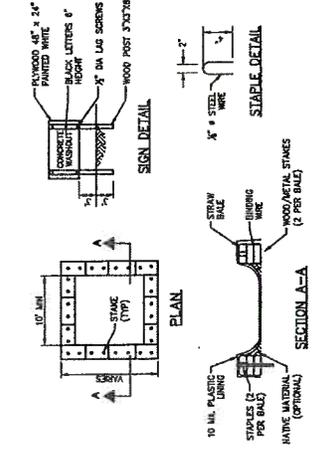
**4 SILT FENCE**  
 9 NOT TO SCALE



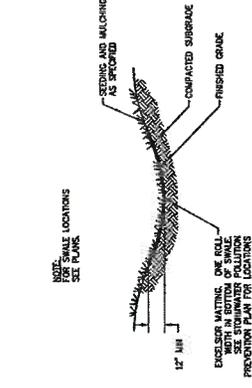
**3 SILT SOCK**  
 9 NOT TO SCALE



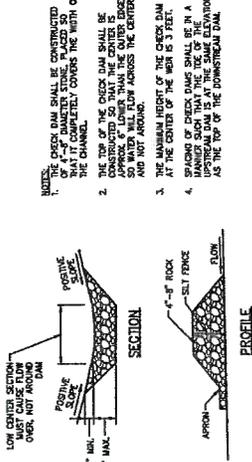
**2 SLOPE PROTECTION MATTING**  
 9 NOT TO SCALE



**1 CONCRETE WASHOUT STATION**  
 9 NOT TO SCALE



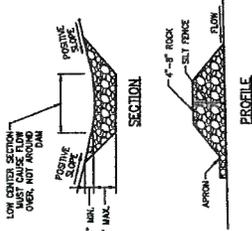
**6 PARABOLIC GRASS SWALE**  
 9 NOT TO SCALE



**5 ROCK CHECK DAM**  
 9 NOT TO SCALE

**NOTES:**

1. CHECK DAM SHALL BE CONSTRUCTED WITH 6" DIA. MANHOLE STAKE PLACED SO THAT IT COMPLETELY COVERS THE WIDTH OF THE CHANNEL.
2. CHECK DAM SHALL BE CONSTRUCTED SO THAT THE CENTER IS APPROX. 6" LOWER THAN THE OUTER EDGES, AND NOT AROUND THE CENTER.
3. THE MANHOLE HEIGHT OF THE CHECK DAM AT THE CENTER OF THE WEIR IS 3 FEET.
4. SPACING OF CHECK DAMS SHALL BE IN A PROPORTION TO THE ELEVATION DIFFERENCE AS THE TOP OF THE DOWNSTREAM DAM.



**5 ROCK CHECK DAM**  
 9 NOT TO SCALE

**SILLING ASSOCIATES, INC.**  
 ARCHITECTS - PLANNERS  
 400 Green Street  
 Newark, NJ 07102  
 P: 973.775.1500  
 www.silling.com

**Environmental Design Group**  
 400 Green Street  
 Newark, NJ 07102  
 P: 973.775.1500  
 www.environmental-design.com



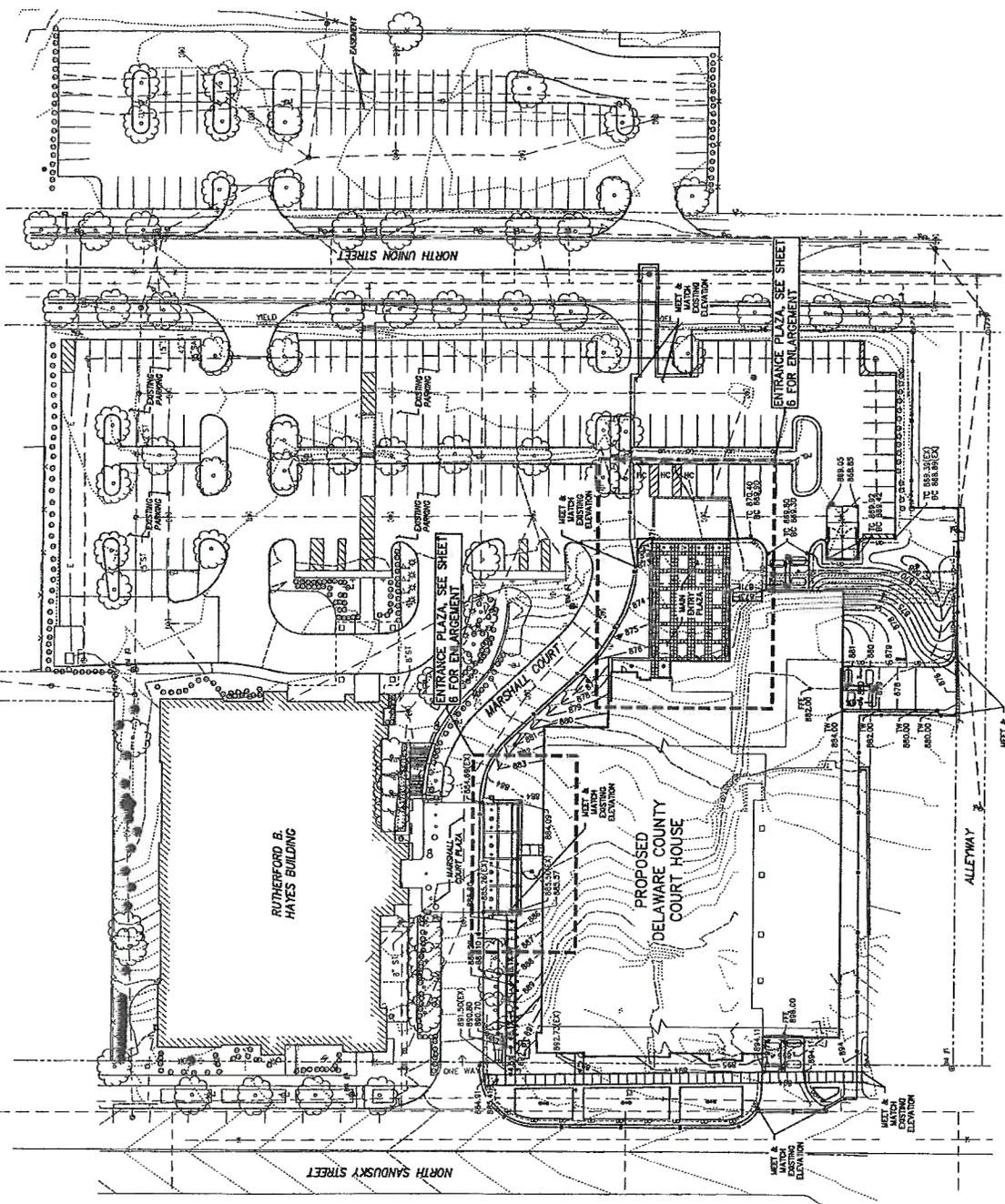
DELAWARE COUNTY COURTHOUSE  
 FOR CONING APPROVAL  
 NOT FOR CONSTRUCTION

SITE GRADING PLAN  
 DATE: 08/20/12  
 SCALE: AS SHOWN  
 SHEET NUMBER: 10 OF 17  
 DRAWING NUMBER: 10 OF 17

- GRADING PLAN NOTES**
1. MAINTAIN UNIFORM AND POSITIVE SLOPES FOR ALL REPAIRED SURFACES.
  2. ARCHITECT TO APPROVE ROUGH GRADING PRIOR TO FINISH-GRAINDING AND TO LANDSCAPE FINISH-GRAINDING OF SOIL SURFACE AREAS PRIOR TO SEEDING OR PLANTING.
  3. PRIOR TO CONSTRUCTION, PLACE EROSION CONTROL, TRINCHES, & SLOPES ON THE STEEP WATERS POLLUTION PREVENTION PLAN AND AT THE TOP EDGE OF NEW CONSTRUCTION. PROVIDE SLOPES TO THE TOP OF THE CURB OR TO THE TOP OF THE SIDEWALK AND TO THE PROTECTED WALKWAY OTHER THAN FROM THE OWNER, ARCHITECT.
  4. SEED ALL DISTURBED AREAS WITH SPECIFIED SEED MIXTURE.
  5. CONSTRUCTION NOTES AND TYPICALS MAY APPLY ONLY ONCE ON THE DRAWINGS, BUT APPLY TO ALL SIMILAR CONDITIONS.
  6. REFER TO SITE UTILITY PLANS FOR LOCATIONS AND ELEVATIONS OF PROPOSED UTILITY STRUCTURES.
  7. EXISTING CONDITIONS ARE BASED ON AN ALTA SURVEY BY D.E. CORPORATION. THE CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS AND REPORT ANY DISCREPANCY TO THE OWNER REPRESENTATIVE PRIOR TO CONSTRUCTION ACTIVITIES.
  8. SEE SITE SURVEY FOR LOCATION OF BENCHMARK AND HORIZONTAL CONTROL POINT.
  9. PRIOR TO EXCAVATION AND EARTHWORK OPERATIONS THE CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS AND REPORT ANY DISCREPANCY TO THE ARCHITECT. FIELD VERIFY LOCATION OF ALL BURIED UTILITIES AND TOPICS AND REPORT ANY DISCREPANCIES TO ARCHITECT.
  10. CALL ENGINEERING SERVICES FOR INSPECTION 48 HOURS BEFORE WORK IS TO BEGIN WITH NIGHT-DRIFT (AS) 375-3031.

**GRADING PLAN LEGEND**

|                   |                          |
|-------------------|--------------------------|
| ---(dashed)       | EXISTING SPOT ELEVATION  |
| ---(solid)        | PROPOSED SPOT ELEVATION  |
| ---(dotted)       | RECON/NO CURB MARK       |
| ---(dash-dot)     | 1/4" SLOPE               |
| ---(dash-dot-dot) | 1/2" SLOPE               |
| ---(long-dash)    | PROPOSED CONTOUR         |
| ---(short-dash)   | EXISTING CONTOUR         |
| ---(dotted)       | UTILITY STRUCTURES       |
| ---(dotted)       | EXISTING                 |
| ---(dotted)       | PROPOSED                 |
| ---(dotted)       | UTILITY MARKERS          |
| ---(dotted)       | UTILITY POLES            |
| ---(dotted)       | SYSTEM STRUCTURES        |
| ---(dotted)       | TO: YARD DRAIN           |
| ---(dotted)       | TO: DECK DRAIN           |
| ---(dotted)       | TO: CATCH BASIN          |
| ---(dotted)       | WATER STRUCTURES         |
| ---(dotted)       | ELECTRIC STRUCTURES      |
| ---(dotted)       | GAS STRUCTURES           |
| ---(dotted)       | UTILITY WALK             |
| ---(dotted)       | CONSTRUCTION LIMITS LINE |



**Graphic Scale in Feet**  
 0 10 20 30 40

**Graphic Scale in Feet**  
 0 10 20 30 40

**Graphic Scale in Feet**  
 0 10 20 30 40

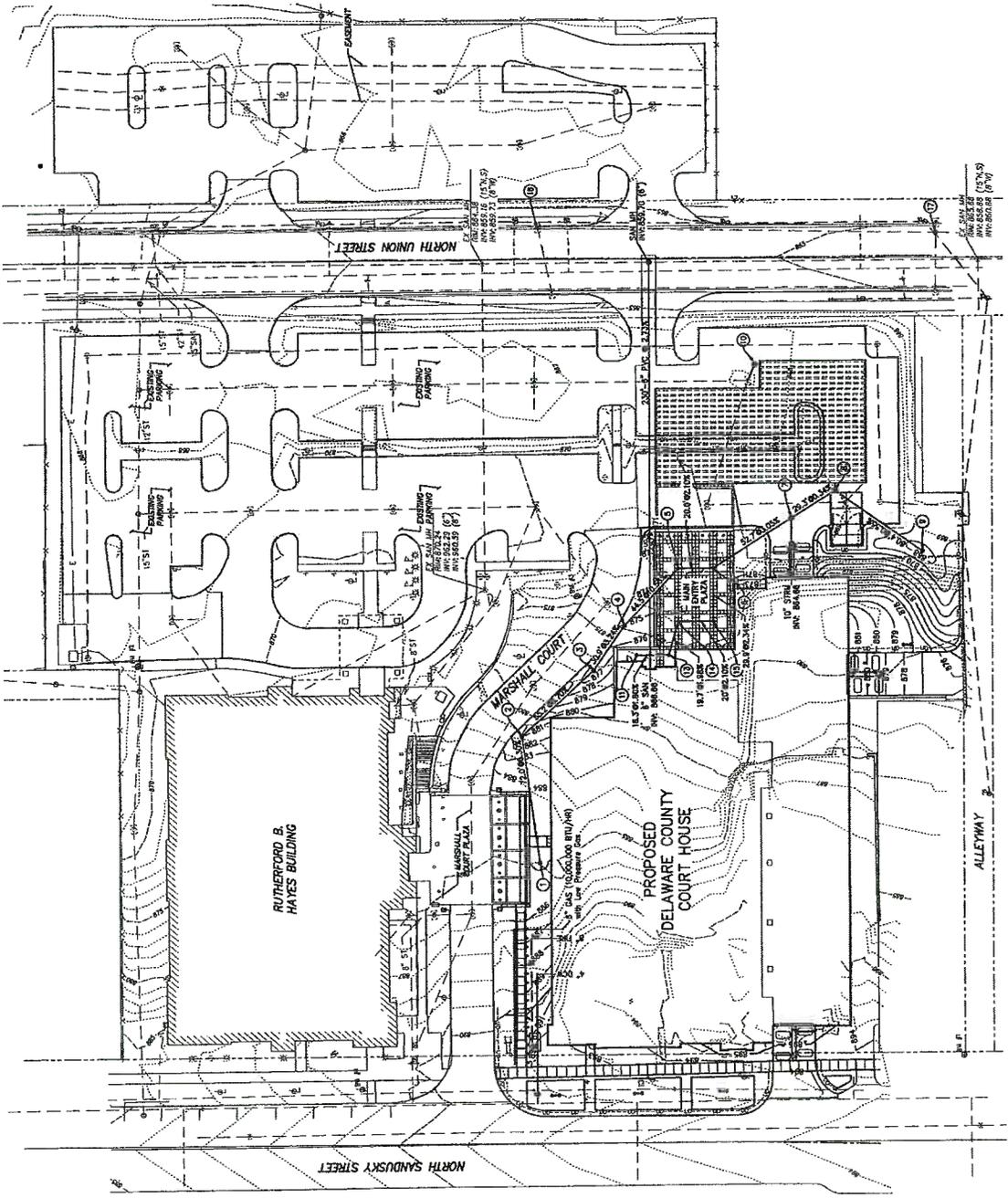
**UTILITY PLAN NOTES**

- EXISTING VAULT AND ALL COMPONENTS TO BE REMOVED AND DISPOSED OF. ELECTRICAL SERVICE MUST REMAIN. REFER TO ELECTRICAL PLANS FOR REMOVAL OF SERVICE.
- REMOVE EXISTING MAINT AND OTHER EXISTING UTILITY TO BE REMOVED AS SHOWN ON THIS SHEET. CHECK WITH UTILITY AGENCIES FOR THE APPROPRIATE DEPTH OF REMOVAL OF SERVICE IS NOT PERMITTED.
- STORM SEWER MUST REMAIN IN SERVICE DURING CONSTRUCTION AND RECONSTRUCTION. THIS SHEET FOR ADDITIONAL INFORMATION.
- 48" DIA. & 48" DIA. TO BE EQUIPPED WITH WATER QUALITY WORKS. SEE DETAIL FOR ADDITIONAL INFORMATION.
- CONCRETE SHALL PROVIDE NEW TRAFFIC SCALE POLE FOUNDATION PER THE STANDARD SPECIFICATIONS FOR CONCRETE. ALL TRAFFIC SCALE POLES SHALL BE SMALL REINFORCED SALVAGED TRAFFIC POLES. ALL TRAFFIC SCALE POLES SHALL BE SMALL REINFORCED SALVAGED TRAFFIC POLES. ALL TRAFFIC SCALE POLES SHALL BE SMALL REINFORCED SALVAGED TRAFFIC POLES. ALL TRAFFIC SCALE POLES SHALL BE SMALL REINFORCED SALVAGED TRAFFIC POLES.
- CALL UNDERGROUND SERVICES FOR INSPECTION 48 HOURS BEFORE WORK IS TO BEGIN WITH RIGHT-OF-WAY (S30) 375-2831.

**UTILITY PLAN LEGEND**

- SANITARY/STORM STRUCTURE NUMBER
- STRUCTURE ADJUSTED TO GRADE
- STRUCTURE
- SANITARY
- STORM
- WATER / FIBRE
- GAS
- SANITARY

| MARK | TYPE                  | ELEVATIONS                                             | COORDINATES                                 |
|------|-----------------------|--------------------------------------------------------|---------------------------------------------|
| 1    | YARD DRAIN            | INT. 84.50<br>S&L 84.50 (10%)<br>S&L 84.50 (10%)       | N 232077.05<br>E 1032640.05<br>E 1032640.05 |
| 2    | YARD DRAIN            | INT. 87.80 (12%)<br>S&L 87.80 (12%)<br>S&L 87.80 (12%) | N 232044.50<br>E 1032640.05<br>E 1032640.05 |
| 3    | YARD DRAIN            | INT. 87.20 (12%)<br>S&L 87.20 (12%)<br>S&L 87.20 (12%) | N 232044.50<br>E 1032640.05<br>E 1032640.05 |
| 4    | YARD DRAIN            | INT. 87.20 (12%)<br>S&L 87.20 (12%)<br>S&L 87.20 (12%) | N 232044.50<br>E 1032640.05<br>E 1032640.05 |
| 5    | DOCK DRAIN            | INT. 86.30 (12%)<br>S&L 86.30 (12%)<br>S&L 86.30 (12%) | N 232077.05<br>E 1032640.05<br>E 1032640.05 |
| 6    | DOCK DRAIN            | INT. 86.30 (12%)<br>S&L 86.30 (12%)<br>S&L 86.30 (12%) | N 232077.05<br>E 1032640.05<br>E 1032640.05 |
| 7    | MAN HOLE              | INT. 84.43 (10%)<br>S&L 84.43 (10%)<br>S&L 84.43 (10%) | N 232077.05<br>E 1032640.05<br>E 1032640.05 |
| 8    | MCS                   | INT. 86.47 (12%)<br>S&L 86.47 (12%)<br>S&L 86.47 (12%) | N 232077.05<br>E 1032640.05<br>E 1032640.05 |
| 9    | YARD DRAIN            | INT. 84.50 (10%)<br>S&L 84.50 (10%)<br>S&L 84.50 (10%) | N 232077.05<br>E 1032640.05<br>E 1032640.05 |
| 10   | DOCK                  | INT. 87.20 (12%)<br>S&L 87.20 (12%)<br>S&L 87.20 (12%) | N 232077.05<br>E 1032640.05<br>E 1032640.05 |
| 11   | DOCK DRAIN            | INT. 86.30 (12%)<br>S&L 86.30 (12%)<br>S&L 86.30 (12%) | N 232077.05<br>E 1032640.05<br>E 1032640.05 |
| 13   | DOCK DRAIN            | INT. 87.20 (12%)<br>S&L 87.20 (12%)<br>S&L 87.20 (12%) | N 232077.05<br>E 1032640.05<br>E 1032640.05 |
| 14   | DOCK DRAIN            | INT. 87.20 (12%)<br>S&L 87.20 (12%)<br>S&L 87.20 (12%) | N 232077.05<br>E 1032640.05<br>E 1032640.05 |
| 15   | DOCK DRAIN            | INT. 86.30 (12%)<br>S&L 86.30 (12%)<br>S&L 86.30 (12%) | N 232077.05<br>E 1032640.05<br>E 1032640.05 |
| 16   | EX. STORM CATCH BASIN | INT. 84.50 (10%)<br>S&L 84.50 (10%)<br>S&L 84.50 (10%) | N 232077.05<br>E 1032640.05<br>E 1032640.05 |
| 17   | EX. STORM MAN HOLE    | INT. 86.30 (12%)<br>S&L 86.30 (12%)<br>S&L 86.30 (12%) | N 232077.05<br>E 1032640.05<br>E 1032640.05 |



**SILING ASSOCIATES, INC.**  
ARCHITECTS & PLANNERS  
1000 WEST VIRGINIA AVENUE, SUITE 100  
CHARLESTON, WEST VIRGINIA 25301-1727  
www.siling.com  
680 QUINN STREET  
FLOOR 1000  
ANN ARBOR, MI 48111  
P 313.963.1800



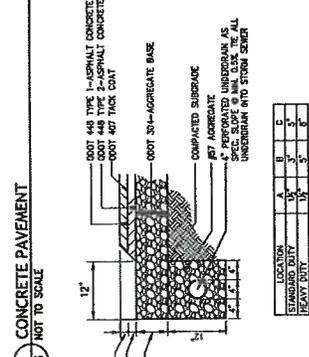
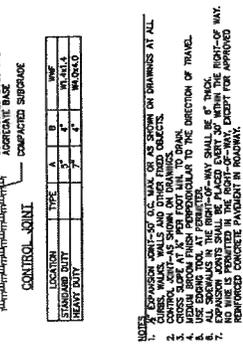
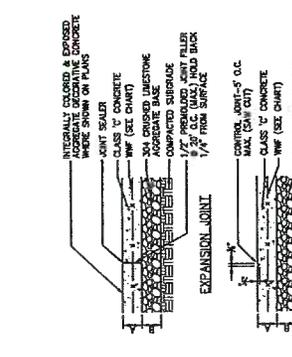
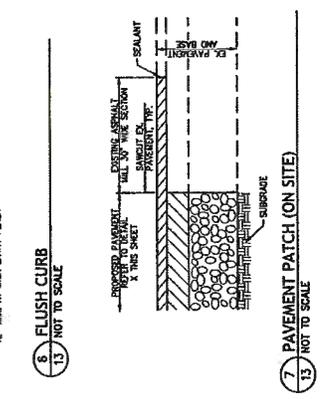
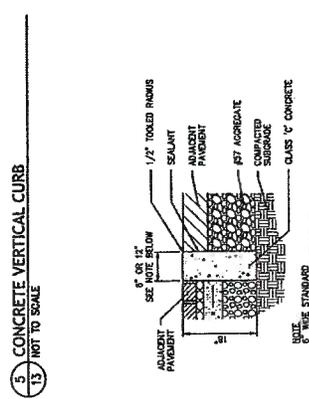
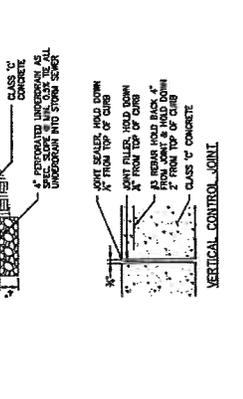
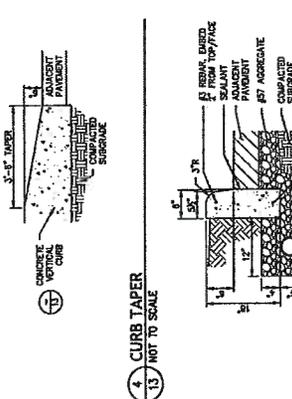
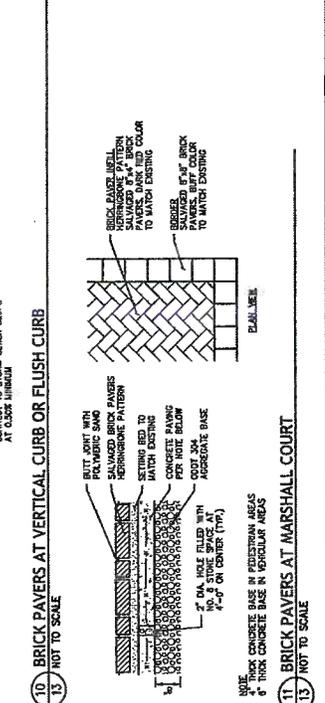
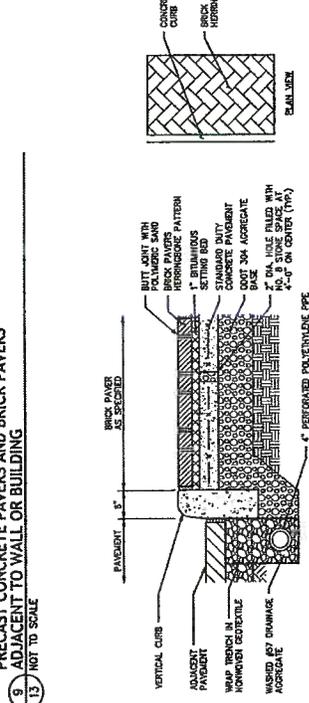
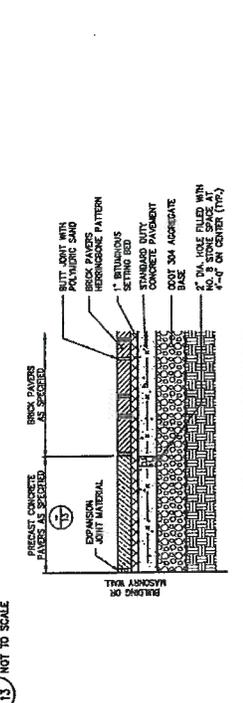
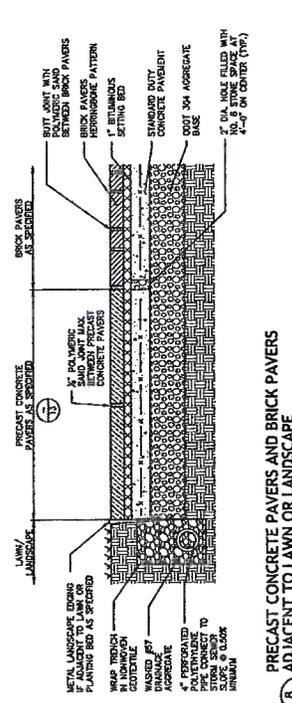
DELAWARE COUNTY COURTHOUSE  
NOT FOR CONSTRUCTION  
FOR ZONING APPROVAL

**SITE UTILITY PLAN**  
REVISED  
DATE: 08/20/18  
DRAWN BY: SEE SHEET  
DRAWING NUMBER: 11 OF 17  
SCALE: 1" = 30'

**GRAPHIC SCALE IN FEET**  
0 30 60  
1" = 30'

**811**  
OHIO  
UNIFORM  
PLUMBING  
SERVICES  
LAW  
#2786  
CALL 800.368.7379





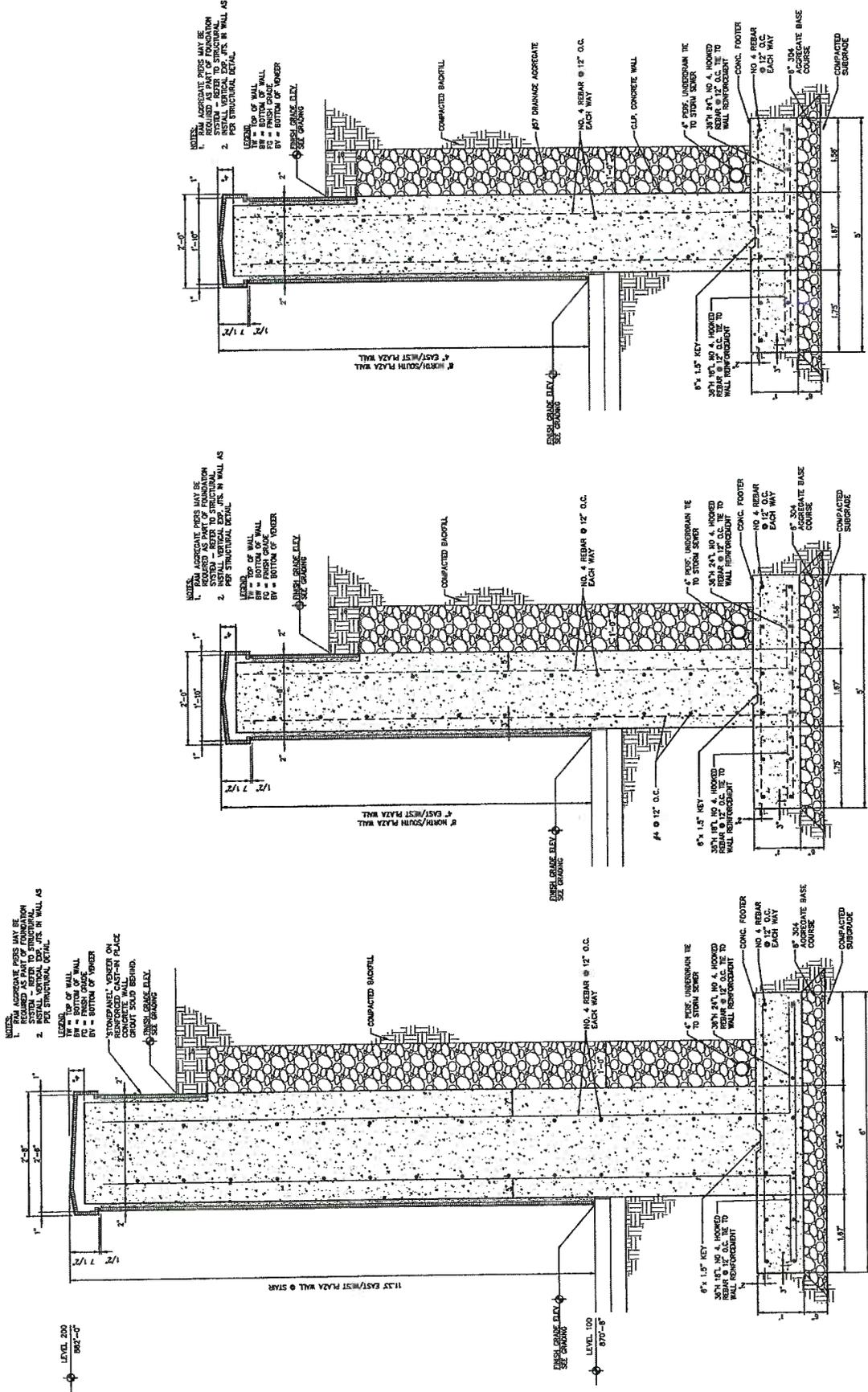
**NOTES:**  
1. EXPANSION JOINTS - 5' O.C. MAX. OR AS SHOWN ON DRAWINGS AT ALL CURBS, WALLS, AND SEAMS ON TOADDED OBJECTS.  
2. CONTROL JOINTS - 12' O.C. MAX. ON TOADDED OBJECTS.  
3. CURB SLOPE AT 1" PER FOOT MIN. TO DRAIN DIRECTION OF TRAFFIC.  
4. USE EXISTING TYPICAL AT FURNISHED.  
5. ALL DIMENSIONS TO THE RIGHT UNLESS OTHERWISE NOTED.  
6. ALL DIMENSIONS TO THE LEFT UNLESS OTHERWISE NOTED.  
7. NO NUTS TO BE INSTALLED IN THE RIGHT-OF-WAY, EXCEPT FOR APPROVED REINFORCED CONCRETE PAVEMENT IN ROADWAY.

| LOCATION      | TYPE | A | B | C | D | E | F |
|---------------|------|---|---|---|---|---|---|
| STANDARD DUTY |      | 1 | 2 | 3 | 4 | 5 | 6 |
| HEAVY DUTY    |      | 1 | 2 | 3 | 4 | 5 | 6 |

| LOCATION      | TYPE | A | B | C | D | E | F |
|---------------|------|---|---|---|---|---|---|
| STANDARD DUTY |      | 1 | 2 | 3 | 4 | 5 | 6 |
| HEAVY DUTY    |      | 1 | 2 | 3 | 4 | 5 | 6 |

| LOCATION      | TYPE | A | B | C | D | E | F |
|---------------|------|---|---|---|---|---|---|
| STANDARD DUTY |      | 1 | 2 | 3 | 4 | 5 | 6 |
| HEAVY DUTY    |      | 1 | 2 | 3 | 4 | 5 | 6 |





**1 MASONRY WALL - TYPE A**  
 15 / NOT TO SCALE

**2 MASONRY WALL - TYPE B**  
 15 / NOT TO SCALE

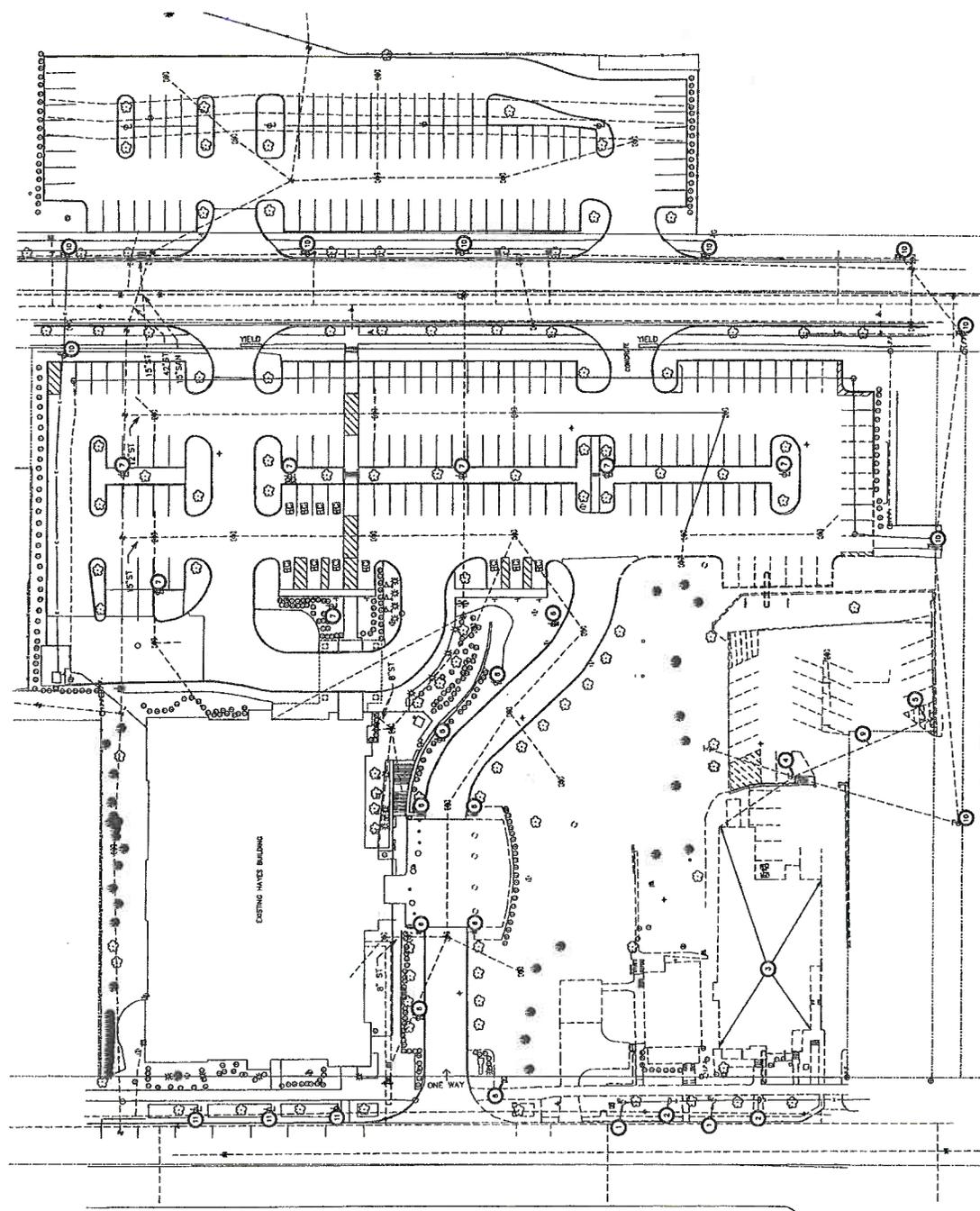
**3 MASONRY WALL - TYPE C**  
 15 / NOT TO SCALE







- CODED NOTES**
- ELECTRICAL UTILITY POLE TO BE REMOVED BY UTILITY.
  - OVERHEAD ELECTRIC LINES TO BE REMOVED BY UTILITY.
  - EXISTING BUILDING TO BE DEMOLISHED. DISCONNECT ELECTRICAL SERVICE AND REMOVE ALL ELECTRICAL SERVICE WITH UTILITY.
  - EXISTING LIGHT POLE TO BE REMOVED.
  - RETURN METERS TO UTILITY.
  - REMOVE LIGHT POLE WITH CONDUIT AND UTILITY METER TO BE REMOVED.
  - EXISTING POST-TOP LIGHT POLE TO REMAIN.
  - EXISTING AREA LIGHT POLE TO REMAIN.
  - EXISTING HANGHOLE FOR COUNTY FIBER LINES TO REMAIN.
  - EXISTING OVERHEAD WIRING TO BE REMOVED.
  - EXISTING UTILITY POLE TO REMAIN.
  - EXISTING STREETSCAPE LIGHT POLE TO REMAIN.



DEMOLITION - SITE PLAN - ELECTRICAL

SILING ASSOCIATES, INC. - ARCHITECTS PLANNERS - ENGINEERS  
 1000 COMMONWEALTH AVENUE, SUITE 200  
 CHARLESTON, WEST VIRGINIA 25301-1727



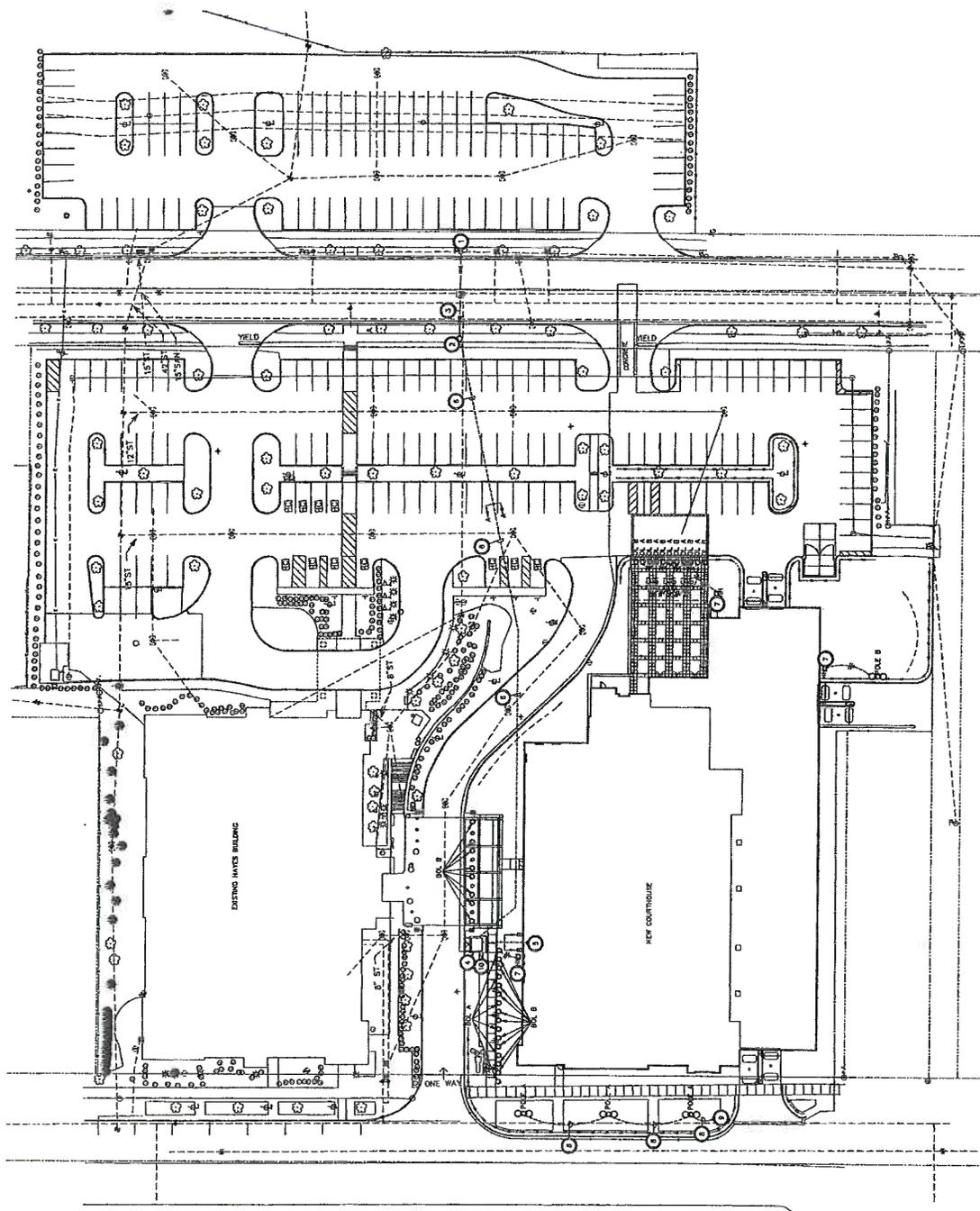
DELAWARE COUNTY COURTHOUSE  
 ZONING REVIEW PLANS - NOT FOR CONSTRUCTION

DEMOLITION - SITE PLAN - ELECTRICAL

REVISED  
 DATE: 08.07.13  
 SCALE: AS NOTED  
 DRAWING NUMBER: ES.2

CALL TWO WORKING DAYS BEFORE YOU DIG  
 800-368-5898  
 219-261-5191  
 www.callbeforeyoudig.com

- CODED NOTES**
- EXISTING UTILITY POLE.
  - NEW UTILITY POLE BY UTILITY. COORDINATE EXACT LOCATION WITH UTILITY.
  - NEW OVERHEAD ELECTRIC BY UTILITY.
  - APPROXIMATE LOCATION OF NEW FAC-MOUNTED TRANSFORMER.
  - TO MAIN WAREHOUSE.
  - SUB-CITY PAYMENT OF PROVISIONAL BOND (HEREY PAYMENT FOR DUCT BANK INSTALLATION).
  - COIL AIR CAP CONDUCTORS WAREHOUSE MAINWALL FOR FUTURE EXTENSION.
  - CONNECT AND WIRING PER CITY SPEC.
  - CONNECT TO CITY STREETSCAPE LIGHTING CIRCUIT.
  - TRANSFORMER CONCRETE PAD.



SEE THE RECORD & DAT  
 ELECTRICAL PLAN FOR  
 TWO BRICK RECTANGULAR SPACE  
 FOR THE NEW TRANSFORMER  
 FOR THE NEW TRANSFORMER  
 MONUMENTS MUST CALL DIRECTLY

**NEW WORK - SITE PLAN - ELECTRICAL**

SILLING ASSOCIATES, INC. - ARCHITECTS, PLANNERS -  
 400 CAPITAL STREET - SUITE 100 - WILMINGTON, DE 19801-1727  
 PHONE: 302-478-1100 FAX: 302-478-1101



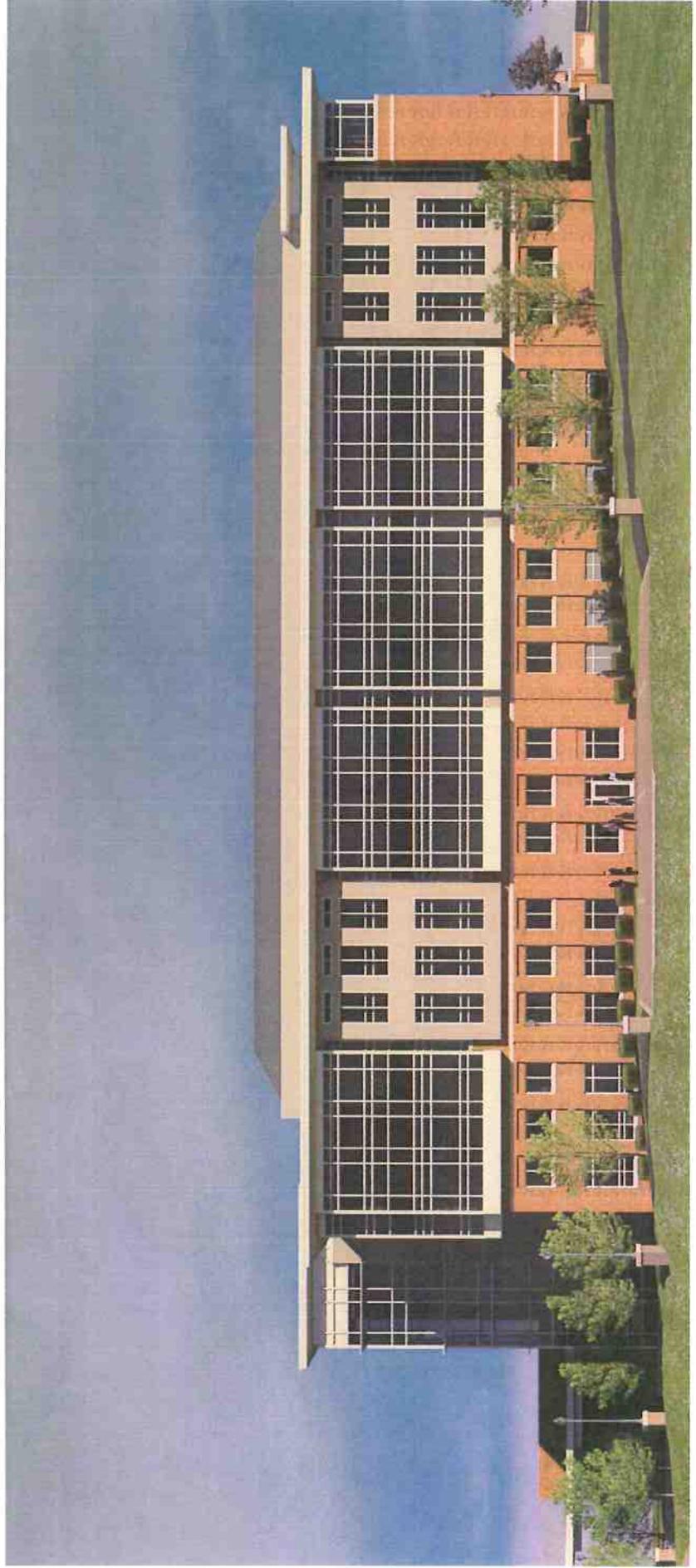
DELAWARE COUNTY COURTHOUSE  
 ZONING REVIEW PLANS - NOT FOR CONSTRUCTION

NEW WORK - SITE PLAN -  
 ELECTRICAL SHEET TITLE

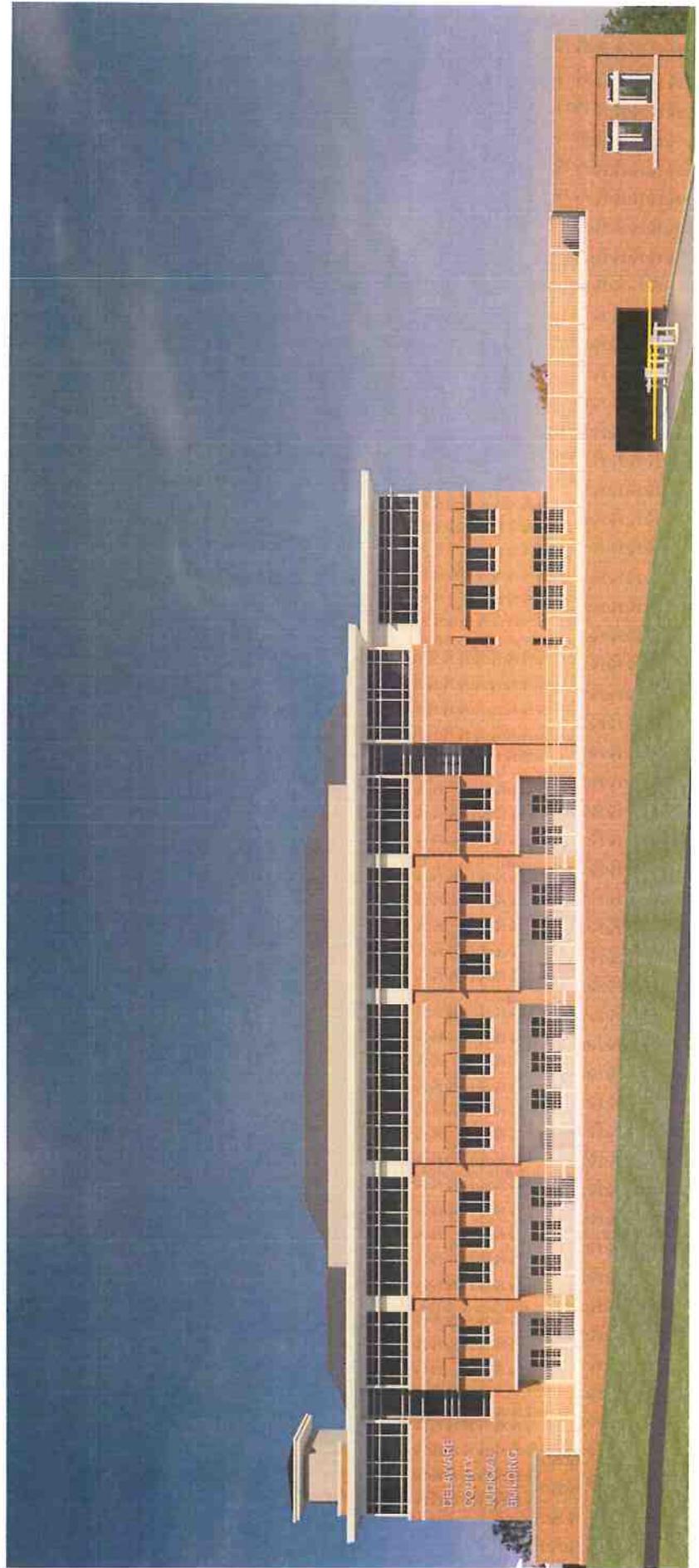
REVISIONS  
 DATE: 08/14/15  
 DRAWN BY: AS NOTED  
 CHECKED BY: AS NOTED  
 SHEET NUMBER: ES.3

# DELAWARE COUNTY COURTHOUSE

ORTH ELEVATION



**DELAWARE COUNTY COURTHOUSE**  
**OUTH ELEVATION**

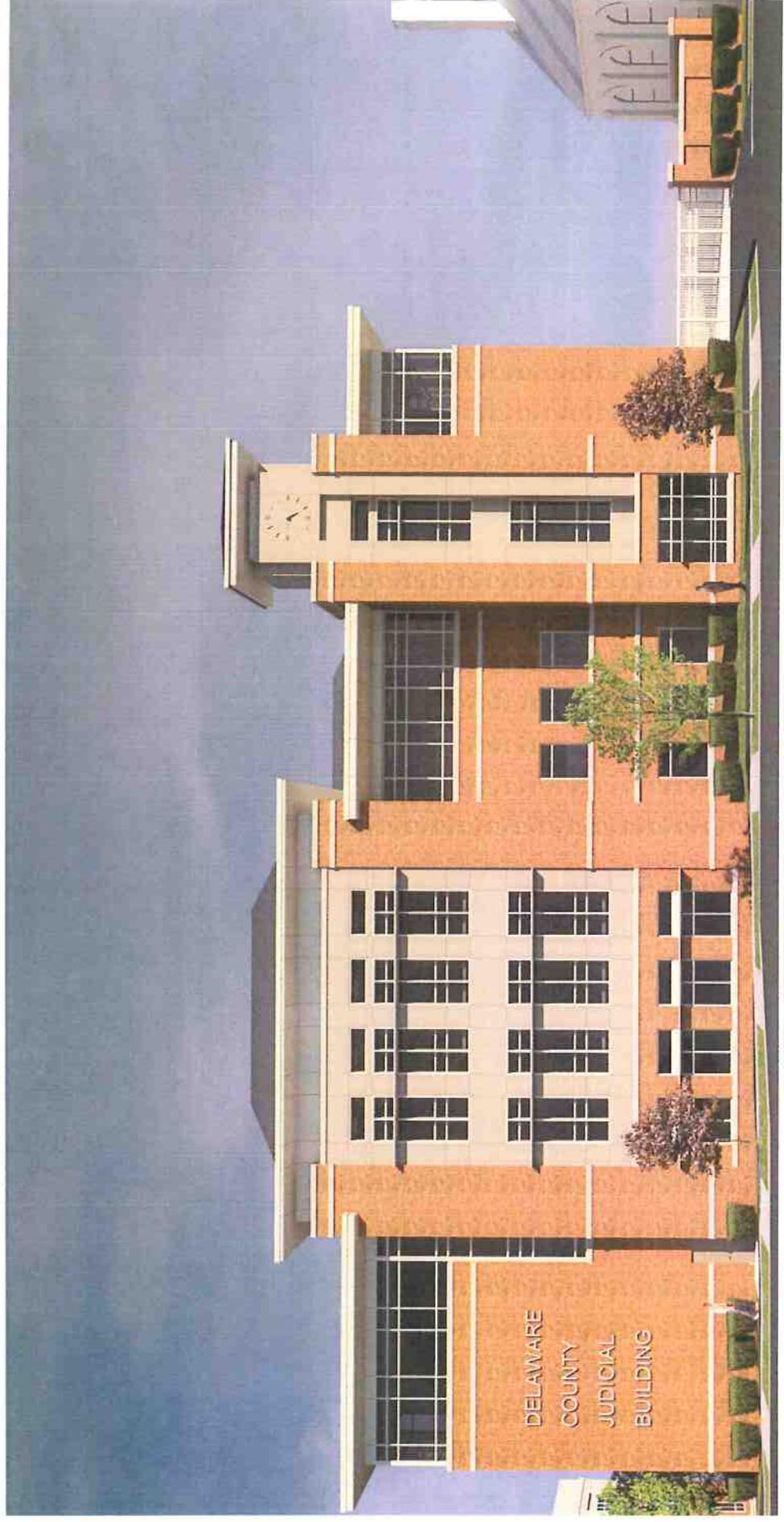


**DELAWARE COUNTY COURTHOUSE**  
WEST ELEVATION



# DELAWARE COUNTY COURTHOUSE

WEST ELEVATION





## FACT SHEET

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AGENDA ITEM NO: 10

DATE: 9/28/15

ORDINANCE NO: 15-95

RESOLUTION NO:

READING: SECOND

PUBLIC HEARING:NO

---

TO: Mayor and Members of City Council

FROM: R. Thomas Homan, City Manager

VIA: David Efland, Planning and Community Development Director

---

**TITLE OF PROPOSED ORDINANCE/RESOLUTION:**

AN ORDINANCE APPROVING A COMBINED PRELIMINARY AND FINAL DEVELOPMENT PLAN FOR THE DELAWARE COUNTY BOARD OF COMMISSIONERS FOR A NEW COUNTY COURTHOUSE LOCATED AT 110 NORTH SANDUSKY STREET JUST SOUTH OF THE HAYES BUILDING ON APPROXIMATELY 1.99 ACRES AND ZONED B-2 (CENTRAL BUSINESS DISTRICT) WITH TEXT LIMITATIONS.

**BACKGROUND:**

The proposed New County Courthouse Building requires several approvals from various commissions to achieve compliance with the City development process. In November 2012, the Historic Preservation Commission approved the demolition of the Leffler House at 116 North Sandusky Street and in January 2014 City Council (Ordinance 14-51) approved the demolition of the Elks Building at 110 North Sandusky Street which are both County owned buildings on parcels that would encompass the proposed new building. In July 2015, HPC approve a Certificate of Appropriateness for building design and materials for the proposed New County Courthouse. Now the applicant is requesting a Rezoning, a Combined Preliminary and Final Development Plan and Street Vacation to complete the zoning approvals for the subject development.

The County is proposing a five story 92,145 square foot building (bottom two levels are garages while the top three levels are offices) on the four subject

parcels that encompasses 1.99 acres and is located just south of the Hayes Building on North Sandusky Street. The Elks Building, Leffler garage and all other structures and appurtenances on the subject site would be razed in this application. Because the grade of the site slopes from west to east, the building elevation from North Sandusky Street would be a three story elevation while the elevation from North Union Street would be a five story elevation. The main entrance would be on the west elevation that is preceded with a main entry plaza with pavers and decorative pavement framed by benches on the north and south sides of the plaza. The first and second levels would be allocated for parking garages. The upper three levels of the building are slated to house the offices and courtrooms of the Delaware County Common Pleas Court, the Delaware County Clerk of Courts Office, the Delaware County Prosecutor's Office, Adult Court Services, and Adult Probation Authority. Each elevation of the brick, cast-stone, and glass facility has its own set of unique features, such as a clock tower on the west and a glass-enclosed stairwell on the east. However, the overall appearance of the facility mimics the architecture of the adjacent Hayes Building to its north, while blending with the surrounding historic Italianate architectural style of the residential neighborhood, as well as late 1800/early 1900 institutional buildings. In addition, site work would include reconstructing the parking lot just east of the building at the Union Street main entrance while installing a new main entry plaza and constructing a new plaza on the north side of the building adjacent to Marshall Court and the Hayes Building. The applicant is planning to initiate site work this fall and start construction of the building in Spring 2016.

**REASON WHY LEGISLATION IS NEEDED:**

N/A

**COMMITTEE RECOMMENDATION:**

Planning Commission approved this case 7-0 on September 2, 2015.

**FISCAL IMPACT(S):**

N/A

**POLICY CHANGES:**

N/A

**PRESENTER(S):**

David Efland, Planning and Community Development Director

**RECOMMENDATION:**

Staff recommends approval as submitted with the documented conditions.

**ATTACHMENT(S)**

N/A

ORDINANCE NO. 15-95

AN ORDINANCE APPROVING A COMBINED PRELIMINARY AND FINAL DEVELOPMENT PLAN FOR THE DELAWARE COUNTY BOARD OF COMMISSIONERS FOR A NEW COUNTY COURTHOUSE LOCATED AT 110 NORTH SANDUSKY STREET JUST SOUTH OF THE HAYES BUILDNG ON APPROXIMATELY 1.99 ACRES AND ZONED B-2 (CENTRAL BUSINESS DISTRICT) WITH TEXT LIMITATIONS.

WHEREAS, the Planning Commission at its meeting of September 2, 2015, recommended approval of a Combined Preliminary and Final Development Plan for the Delaware County Board of Commissioners for a New County Courthouse located at 110 North Sandusky Street just south of the Hayes Building on approximately 1.99 acres and zoned B-2 (Central Business District) (PC 2015-1551), and

NOW THEREFORE, BE IT ORDAINED by the Council of the City of Delaware, State of Ohio:

SECTION 1. That the Combined Preliminary and Final Development Plan for the Delaware County Board of Commissioners for a New County Courthouse located at 110 North Sandusky Street just south of the Hayes Building on approximately 1.99 acres and zoned B-2 (Central Business District), is hereby confirmed, approved, and accepted, with the following conditions that:

1. The applicant needs to obtain engineering approvals, including any storm water and utility issues that need to be worked out through the Engineering and Utilities Departments. All comments regarding the layout and details of the project are preliminary and subject to modification or change based on the final technical review by the Engineering Department once a complete plan set is submitted for review.
2. The applicant shall be responsible for any improvements and/or financial obligations of the traffic impact study per the City Engineer.
3. The requested one way eastbound alley just south of the site shall be determined by City Council after the Parking and Safety Committee hears the case and makes a recommendation.
4. The requested elimination of the existing on street parking (approximately 150 feet north of the parking deck curb cut on North Sandusky Street) in front of the proposed County Courthouse to create an approximate 40 foot clear zone of defensible space to ensure compliance with federal judicial

security regulations shall be determined by City Council after the Parking and Safety Committee hears the case and makes a recommendation.

5. The applicant shall submit all building elevations along with material and color samples for all building materials for staff review and approval prior to building permit approval.
6. Any tree removal shall comply with Chapter 1168 Tree Preservation Regulations along with the approved development text.
7. Any landscape plans shall be submitted, reviewed and approved by the Shade Tree Commission.
8. Any lighting plan shall be submitted, reviewed and approved by the Chief Building Official.
9. The subject parcels shall be consolidated to achieve zoning and building compliance prior to final building occupancy permit.

SECTION 2. This Council finds and determines that all formal actions of this Council and any of its committees concerning and relating to the passage of this Ordinance were taken in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in those formal actions were in meetings open to the public, all in compliance with the law including Section 121.22 of the Revised Code.

VOTE ON RULE SUSPENSION:

YEAS \_\_\_ NAYS \_\_\_  
ABSTAIN \_\_\_

PASSED: \_\_\_\_\_, 2015

YEAS \_\_\_ NAYS \_\_\_  
ABSTAIN \_\_\_

ATTEST: \_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
MAYOR



## FACT SHEET

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AGENDA ITEM NO: 11

DATE: 9/28/15

ORDINANCE NO: 15-96

RESOLUTION NO:

READING: SECOND

PUBLIC HEARING: **YES**  
**September 28, 2015 at 7:30 p.m.**

---

TO: Mayor and Members of City Council

FROM: R. Thomas Homan, City Manager

VIA: David Efland, Planning and Community Development Director

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**TITLE OF PROPOSED ORDINANCE/RESOLUTION:**

AN ORDINANCE APPROVING A STREET VACATION FOR MARSHALL COURT RIGHT-OF-WAY AND RIGHT-OF-WAY ALONG THE SOUTHEASTERN PORTION OF THE SITE FOR THE DELAWARE COUNTY BOARD OF COMMISSIONERS NEW COUNTY COURTHOUSE LOCATED AT 110 NORTH SANDUSKY STREET JUST SOUTH OF THE HAYES BUILDING ON APPROXIMATELY 1.99 ACRES AND ZONED B-2 (CENTRAL BUSINESS DISTRICT) WITH TEXT LIMITATIONS.

**BACKGROUND:**

The Marshall Court right-of-way, located just north of the proposed County Courthouse parcels and just south of the Hayes Building, was never vacated in the Hayes Building development approvals in 2000. Also, right-of-way that protrudes into the proposed reconstructed parking lot along the southeastern portion of the site should be vacated adjacent to the County owned property. The existing parking lot along the alley is privately owned and the adjacent right-of-way that extends to the alley should remain in this application. All the above mentioned right-of-way shall be vacated to ensure fee simple ownership of the parcels by the County and also the parcels should be split and/or consolidated appropriately based on how the County wants to identify ownership of the subject two buildings.

**REASON WHY LEGISLATION IS NEEDED:**

N/A

**COMMITTEE RECOMMENDATION:**

Planning Commission approved this case 7-0 on September 2, 2015.

**FISCAL IMPACT(S):**

N/A

**POLICY CHANGES:**

N/A

**PRESENTER(S):**

David Efland, Planning and Community Development Director

**RECOMMENDATION:**

Staff recommends approval as submitted with the documented conditions.

**ATTACHMENT(S)**

N/A

ORDINANCE NO. 15-96

AN ORDINANCE APPROVING A STREET VACATION FOR MARSHALL COURT RIGHT-OF-WAY AND RIGHT-OF-WAY ALONG THE SOUTHEASTERN PORTION OF THE SITE FOR THE DELAWARE COUNTY BOARD OF COMMISSIONERS NEW COUNTY COURTHOUSE LOCATED AT 110 NORTH SANDUSKY STREET JUST SOUTH OF THE HAYES BUILDING ON APPROXIMATELY 1.99 ACRES AND ZONED B-2 (CENTRAL BUSINESS DISTRICT) WITH TEXT LIMITATIONS.

WHEREAS, the Planning Commission at its meeting of September 2, 2015, recommended approval of a Street Vacation for Marshall Court Right-of-Way and Right-of-Way along the southeastern portion of the site for the Delaware County Board of Commissioners for a New County Courthouse located at 110 North Sandusky Street just south of the Hayes Building on approximately 1.99 acres and zoned B-2 (Central Business District) (PC 2015-1552), and

NOW THEREFORE, BE IT ORDAINED by the Council of the City of Delaware, State of Ohio:

SECTION 1. That the Street Vacation for Marshall Court Right-of-Way and Right-of-Way along the southeastern portion of the site for the Delaware County Board of Commissioners for a New County Courthouse located at 110 North Sandusky Street just south of the Hayes Building on approximately 1.99 acres and zoned B-2 (Central Business District), is hereby confirmed, approved, and accepted, with the following conditions that:

1. The subject Marshall Court right-of-way shall be vacated prior to final building occupancy permit.
2. The right-of-way along the southeastern portion of the site adjacent to county owned property shall be vacated prior to final building occupancy permit.

SECTION 2. This Council finds and determines that all formal actions of this Council and any of its committees concerning and relating to the passage of this Ordinance were taken in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in those formal actions were in meetings open to the public, all in compliance with the law including Section 121.22 of the Revised Code.

VOTE ON RULE SUSPENSION:

YEAS \_\_\_ NAYS \_\_\_  
ABSTAIN \_\_\_

PASSED: \_\_\_\_\_, 2015

YEAS \_\_\_ NAYS \_\_\_  
ABSTAIN \_\_\_

ATTEST: \_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
MAYOR



## FACT SHEET

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AGENDA ITEM NO: 12

DATE: 9/28/14

ORDINANCE NO: 15-100

RESOLUTION NO:

READING: FIRST

PUBLIC HEARING: NO

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TO: Mayor and Members of City Council

FROM: R. Thomas Homan, City Manager

VIA: Bruce Pijanowski, Police Chief

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**TITLE OF PROPOSED ORDINANCE/RESOLUTION:**

AN ORDINANCE AUTHORIZING THE CITY TO ENTER INTO AN AGREEMENT WITH THE ORGANIZED CRIME DRUG ENFORCEMENT TASK FORCE (OCDETF) PROGRAM TO RECEIVE REIMBURSEMENT FOR OVERTIME INCURRED WHEN ASSISTING IN OCDETF INVESTIGATIONS, STRATEGIC INITIATIVES, AND PROSECUTIONS, AND DECLARING AN EMERGENCY.

**BACKGROUND:**

The Delaware Police Department currently has two full time detectives assigned to the Delaware County Drug task force. These two detectives are routinely involved in large scale drug trafficking investigations in cooperation with the Organized Crime Drug Enforcement Task Force (OCDETF). Currently, the Organized Crime Drug Enforcement Task Force (OCDETF) supports these efforts through the State and Local Overtime (SLOT) Program, which provides overtime reimbursement for time that these detectives spend working on OCDETF investigations.

Our detectives spend a great deal of time working on these cases, and it is my recommendation that we take advantage of the OCDETF SLOT program in order to recoup some of the overtime costs that we incur in the pursuit of these cases. There are no other obligations other than we request reimbursement only for OCDETF cases, complete the agreement and comply with the terms of the agreement in submitting for reimbursement.

**REASON WHY LEGISLATION IS NEEDED:**

In order to participate in the task force and be reimbursed for overtime costs, Council approval is necessary.

It is mutually beneficial to enter into this agreement.

**COMMITTEE RECOMMENDATION:**

N/A

**FISCAL IMPACT(S):** Reimbursement of OT expenses.

**POLICY CHANGES:**

N/A

**PRESENTER(S):**

Bruce Pijanowski, Chief of Police

**RECOMMENDATION:**

Approval

**ATTACHMENT(S)**

Organized Crime Drug Task Forces FY 2016 Agreement

ORDINANCE NO. 15-100

AN ORDINANCE AUTHORIZING THE CITY TO ENTER INTO AN AGREEMENT WITH THE ORGANIZED CRIME DRUG ENFORCEMENT TASK FORCE (OCDETF) PROGRAM TO RECEIVE REIMBURSEMENT FOR OVERTIME INCURRED WHEN ASSISTING IN OCDETF INVESTIGATIONS, STRATEGIC INITIATIVES, AND PROSECUTIONS, AND DECLARING AN EMERGENCY.

WHEREAS, the City of Delaware Police Department participates in the Organized Crime Drug Enforcement Task Force (OCDETF) to combat organized crime, and

WHEREAS, entering into an agreement with the OCDETF will allow the city to receive reimbursement for overtime costs incurred by officers working full-time on OCDETF cases, and

NOW THEREFORE, BE IT ORDAINED by the Council of the City of Delaware, State of Ohio:

SECTION 1. That the City Manager is hereby authorized and directed to enter into an agreement with the OCDETF Program.

SECTION 2. This Council finds and determines that all formal actions of this Council and any of its committees concerning and relating to the passage of this Ordinance were taken in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in those formal actions were in meetings open to the public, all in compliance with the law including Section 121.22 of the Ohio Revised Code, and

SECTION 3. EMERGENCY CLAUSE. That this ordinance is hereby declared to be an emergency measure necessary to enable the City to enter into the agreement in a timely manner to ensure that the City will receive reimbursement for overtime costs and to provide for the public peace, safety, health and welfare of the City, and as such will be in full force and effect immediately upon its passage.

VOTE ON RULE SUSPENSION: YEAS \_\_\_ NAYS \_\_\_  
ABSTAIN \_\_\_

VOTE ON EMERGENCY CLAUSE: YEAS \_\_\_ NAYS \_\_\_

PASSED: \_\_\_\_\_, 2015

ABSTAIN \_\_\_\_

YEAS \_\_\_\_ NAYS \_\_\_\_

ABSTAIN \_\_\_\_

ATTEST: \_\_\_\_\_

CITY CLERK

\_\_\_\_\_  
MAYOR

**ORGANIZED CRIME DRUG ENFORCEMENT TASK FORCES  
FY 2016 Agreement  
FOR THE USE OF THE STATE AND LOCAL  
OVERTIME AND AUTHORIZED EXPENSE/STRATEGIC INITIATIVE PROGRAM**

Federal Tax Identification #: 31-6400225

DC#: R-32-

|                                               |
|-----------------------------------------------|
| Amount Requested:<br><br>\$ <u>10,000 .00</u> |
| Number of Officers Listed: <u>2</u>           |

|                                                                            |
|----------------------------------------------------------------------------|
| OCDETF Investigation / Strategic Initiative<br>Number: <u>GL- OHS-0275</u> |
| Operation<br>Name: <u>Operation Buckeye Blitz</u>                          |

|                                                        |
|--------------------------------------------------------|
| From: <u>10/01/2015</u><br>Beginning Date of Agreement |
| To: <u>9/30/2016</u><br>Ending Date of Agreement       |

|                                                                 |
|-----------------------------------------------------------------|
| Federal Agency Investigations:<br>Number: <u>CU13HE15SY0499</u> |
|-----------------------------------------------------------------|

|                                                |
|------------------------------------------------|
| State or Local Agency                          |
| Narcotics Supervisor: <u>Sgt. Randy Pohl</u>   |
| Telephone Number: <u>740-833-2813</u>          |
| E-mail Address: <u>rpohl@co.delaware.oh.us</u> |
| Fax # (if applicable): _____                   |

|                                                                                                                                          |
|------------------------------------------------------------------------------------------------------------------------------------------|
| State or Local Agency Name and Address:<br><u>Delaware Police Department</u><br><u>70 N. Union Street</u><br><u>Delaware, Ohio 43015</u> |
|------------------------------------------------------------------------------------------------------------------------------------------|

|                                               |
|-----------------------------------------------|
| Sponsoring Federal Agency(ies):<br><u>HSI</u> |
|-----------------------------------------------|

|                                                                            |
|----------------------------------------------------------------------------|
| Sponsoring Federal Agency<br>Group/Squad Supervisor: <u>Celeste Koszut</u> |
| Telephone Number: <u>614-469-5705 x2113</u>                                |
| E-mail Address: <u>Celeste.M.Koszut@ice.dhs.gov</u>                        |

Please provide the name, telephone number, e-mail address, and fax number for the **administrative or financial staff person at the State or Local Agency, who is directly responsible for the billing on the Reimbursement Request:**

Name: Captain Adam Moore

Telephone Number: 740-203-1109

E-mail Address: amoore@delawareohio.net

Fax # (if applicable): 740-203-1198

This Agreement is between the above named State or Local Law Enforcement Agency and the Organized Crime Drug Enforcement Task Forces (OCDETF) Program. This Agreement shall be effective when signed by an authorized State or Local Agency official, the sponsoring Federal Agency Special Agent-In-Charge, the sponsoring Agency Regional OCDETF Coordinator, the Assistant United States Attorney Regional OCDETF Director, and the OCDETF Executive Office.

1. It is agreed that the State or Local Law Enforcement officers named on this Agreement will assist in OCDETF Investigations, Strategic Initiatives and prosecutions as set forth in the Organized Crime Drug Enforcement Task Forces State and Local Overtime and Authorized Expense/Strategic Initiative Programs, Policies and Procedures Manual, Fiscal Year 2016.
2. No individual Agreement with a State or Local department may exceed \$25,000, and the cumulative amount of OCDETF State and Local overtime monies that may be expended on a single OCDETF Investigation or Strategic Initiative in a single fiscal year may not exceed \$50,000 without express prior approval from the OCDETF Executive Office. The OCDETF Executive Office will entertain requests to exceed these funding levels in particular cases. Please submit a written request including justification approved by the AUSA Regional Director to the OCDETF Budget Officer/Deputy Budget Officer when seeking to exceed the above stated funding levels.
3. Each Reimbursable Agreement will be allowed no more than six (6) modifications per year. In addition, if the funds for a particular Agreement are completely deobligated with the intention of closing that Agreement, it will not count as a modification for purposes of this policy. These amendments must be transmitted by a memorandum approved and signed by the AUSA Regional OCDETF Director or designee for the region and sent to the OCDETF Executive Office.
4. If an Agreement does not have any activity during the last ninety (90) days, the funds shall automatically be deobligated. The OCDETF Executive Office will assist with the monitoring of the aging Agreements. Further, if a State or Local Agency indicates that it is no longer performing work under a particular Agreement, the State and Local Overtime and Authorized Expense/Strategic Initiative Programs, Policies and Procedures Manual requires that a modification memorandum identifying the amount to be deobligated be submitted to the OCDETF Executive Office as soon as possible after determining that no work is being performed.
5. The State and Local Law Enforcement Agency must provide billing estimates or activity on a quarterly basis.

6. The State or Local Law Enforcement Agency agrees to provide experienced drug Law Enforcement officers who are identified in this Agreement to work on the specified OCDETF Investigation or Strategic Initiative. Any change in Law Enforcement officers assigned must be agreed to by all approving officials.
7. Officers who are not deputized shall possess no Law Enforcement authority other than that conferred by virtue of their position as a commissioned officer of their parent Agency.
8. Officers who are deputized may possess Federal Law Enforcement authority as specified by the Agency affording the deputation.
9. Any State or Local officers assigned to an OCDETF Investigation or Strategic Initiative in accordance with this Agreement are not considered Federal employees and do not take on the benefits of Federal employment by virtue of their participation in the Investigation or Strategic Initiative.
10. OCDETF and the sponsoring Federal Law Enforcement Agency(ies) for the approved OCDETF Investigation or Strategic Initiative will provide to the assigned State/Local officers the clerical, operational and administrative support that is mutually agreed to by the parties in this Agreement.
11. Officers assigned to OCDETF Investigations or Strategic Initiatives should work full-time on the Investigation(s) or Strategic Initiative(s) in order to be paid overtime. In order to satisfy the "full-time" expectation, a Law Enforcement officer should work forty (40) hours per week or eight (8) hours per day on a single or multiple OCDETF Investigation(s) or Strategic Initiative(s). Any established exceptions or waivers to this definition shall be requested by the Regional Coordination Group and attached as Addendum A to the Agreement. [The parent State or Local Agency must pay the base salary of its officers. In the event officers must work overtime on an OCDETF Investigation or Strategic Initiative, the OCDETF Program will reimburse the parent State or Local Law Enforcement Agency for a limited amount of those overtime costs.] The Agency is responsible for paying its Law Enforcement officer(s) for their overtime, travel and per diem expenses. To ensure proper and complete utilization of OCDETF overtime and expense allocations, reimbursement claims must be submitted monthly on the OCDETF Reimbursement Request Form. The OCDETF Executive Office may refuse payment on any reimbursement request that is not submitted to the OCDETF Regional Coordination Group within thirty (30) days of the close of the month in which the overtime was worked.
12. It is the responsibility of the State & Local Agency to retain and have available for inspection sufficient supporting documentation for all regular hours and overtime hours worked towards a specific OCDETF case. Officers' timesheets must reflect work towards a specific OCDETF case and must be reviewed and signed by an authorized State & Local official.

13. Analysis of reimbursement claims by the Regional Coordination Group may result in a modification of the obligation of funds contained within this Agreement as well as the time period covered. The Agency affected by any such modification will receive a memo notifying them of the changes.
14. Overtime payments, including all other non-OCDETF Federal sources (such as Safe Streets, HIDTA, IRS, ICE, FEMA, etc.) may not, on an annual per person basis, exceed 25% of the current approved Federal salary rate in effect at the time the overtime is performed. The State or Local Agency is responsible for ensuring that this annual payment is not exceeded. The Executive Assistant/OCDETF Program Specialist will monitor these payments via MIS and communicate to the Federal Agency Regional OCDETF Coordinators who provide status updates to any officer approaching the threshold.
15. The overtime log must be attached to the reimbursement request when submitting the monthly invoices. The Sponsoring Federal Agency Supervisory Special Agent and the State or Local official authorized to approve the Reimbursement Request must certify that only authorized expenses are claimed, the regular hours requirement is satisfied, and that overtime has not exceeded 25% of the current Federal salary rate in effect at the time the overtime was worked.
16. Under no circumstances will the State or Local Agency charge any indirect costs for the administration or implementation of this Agreement.
17. The State or Local Agency shall maintain complete and accurate records and accounts of all obligations and expenditures of funds under this Agreement for a period of six (6) years and in accordance with generally accepted accounting principles to facilitate inspection and auditing of such records and accounts.
18. The State or Local Agency shall permit examination and auditing by representatives of the OCDETF Program, the sponsoring Federal Agency(ies), the U.S. Department of Justice, the Comptroller General of the United States, and/or any of their duly-authorized agents and representatives, of any and all records, documents, accounts, invoices, receipts, or expenditures relating to this Agreement. Failure to provide proper documentation will limit State or Local Law Enforcement Agencies from receiving OCDETF funding in the future.
19. The State or Local Agency will comply with Title VI of the Civil Rights Act of 1964 and all requirements applicable to OCDETF Agreements pursuant to the regulations of the Department of Justice (see, e.g., 28 C.F.R. Part 42, Subparts C and G; 28 C.F.R. 50.3 (1991)) relating to discrimination on the grounds of race, color, sex, age, national origin or handicap.

20. This Agreement may be terminated by any of the parties by written notice to the other parties ten (10) business days prior to termination. Billing for outstanding obligations shall be received by OCDETF within thirty (30) days of the notice of termination.
21. The Debt Collection Improvement Act of 1996 requires that most payments made by the Federal government, including vendor payments, must be made by electronic funds transfer (EFT). In accordance with the act, all OCDETF reimbursement payments will be issued via EFT. All participating State and Local Agencies must complete and submit the attached EFT form. The OCDETF Executive Office must receive one EFT form from each participating Agency or police department prior to processing their reimbursement payments. In certain circumstances the OCDETF Executive Office may make exceptions for Agencies that are unable to accept this form of payment, however, such Agencies must include written justification in the addendum of each new Agreement.
22. All changes made to the original Agreement must be approved by the OCDETF Executive Office and initialed by the Executive Assistant/OCDETF Program Specialist of the Regional Coordination Group making the revision. The AUSA Regional OCDETF Director or designee must initial all funding changes.
23. The Regional Coordination Group is responsible for identifying and implementing any additional policy requirements, as needed, for its specific region. Those regional policies will be documented in the Addendum B and attached to the approved Agreement. The Agencies are agreeing to adhere to these additional requirements and must have written approval by the Regional Coordination Group for any exceptions to the regional policies.

This Agreement is not a contract or obligation to commit Federal funds in the maximum amounts projected. Funding allocations for the time period set forth and agreed to herein represent projections only and are based upon consultation between the sponsoring Federal Agency and the State or Local Law Enforcement Agency. They are, therefore, subject to modification by OCDETF based upon the progress and needs of the OCDETF Investigation or Strategic Initiative. Additionally, resources are contingent upon the availability of funds per the approval and signature of the OCDETF Executive Office obligating authority. The OCDETF Executive Office will approve and certify that all the terms and conditions of the Agreement have been met.

Each Agreement must be approved and signed by a State or Local Law Enforcement Agency official who has supervisory authority over, and is authorized to assign, the participating Law Enforcement officers to the OCDETF Investigation or Strategic Initiative.

Approved By: \_\_\_\_\_  
*Authorized State or Local Official                      Title                      Date*

Approved By: \_\_\_\_\_  
*Sponsoring Federal Agency Special Agent in Charge or Designee                      Date*

Approved By: \_\_\_\_\_  
*Sponsoring Agency Regional OCDETF Coordinator                      Date*

Approved By: \_\_\_\_\_  
*Assistant United States Attorney Regional OCDETF Director                      Date*

Funds are encumbered for the State/Local Agency overtime costs and authorized expense/Strategic Initiative Programs specified above. **Subject to availability of funds.**

Funds Certified: \_\_\_\_\_  
*OCDETF Executive Office                      Date*

Approving Official: \_\_\_\_\_  
*OCDETF Executive Office                      Date*



**ORGANIZED CRIME DRUG ENFORCEMENT TASK FORCES  
OCDETF STATE AND LOCAL OVERTIME POLICIES AND PROCEDURES**

**FY 2016 GREAT LAKES REGION ADDENDUM A**

**Definition of “Full-Time Participation”**

Officers assigned to OCDETF Investigations or Strategic Initiatives are expected to work full-time on the Investigation(s) or Strategic Initiative(s) in order to be paid overtime. In order to satisfy the “full-time” expectation, a Law Enforcement officer should work forty (40) hours per week or eight (8) hours per day on a single or multiple OCDETF Investigation(s) or Strategic Initiative(s).

**Exceptions to the “Full-Time Participation” Rule**

There are limited circumstances where OCDETF State and Local Overtime funding may be made available.

1. If the officer/agent is not exclusively assigned to work full-time on OCDETF matters, then overtime can be reimbursed if the officer worked eight hours of regular time *in a given day* on OCDETF investigations, overtime may be claimed for *that date* without a waiver.
2. When a small state or local agency has insufficient personnel to allow the “full-time” commitment of officers, an email must be sent to the Regional Agency coordinator requesting and justifying the exception before the overtime is worked. If the coordinator approves it, he will forward it to the USAO for approval. *If no regular hours were worked, no more than sixteen hours of overtime may be reimbursed in a month* for any officer under this provision.
3. If an unforeseen event occurs, such as an unexpected surveillance, and the investigation would suffer without those additional resources, overtime may be reimbursed without the officer/agent having worked an eight (8) hour shift dedicated to the OCDETF investigation, provided that the OCDETF overtime is performed at the request of a supervisor of a sponsoring federal agency in the district where the investigation is being conducted. *If no regular hours were worked, no more than sixteen hours of overtime may be reimbursed in a month* for any officer under this provision.

A written justification for any waiver request where no regular hours were worked, under exceptions # 2 and #3, must be attached to **each** affected claim for reimbursement.

Acknowledged: \_\_\_\_\_  
*Signature of Authorized State or Local Official                      Title                      Date*

X  
X



**ACH VENDOR/MISCELLANEOUS PAYMENT  
ENROLLMENT FORM**

**PAYEE/COMPANY INFORMATION** (State & Local Agency name and address must match Agreement cover sheet)

|                                                    |                                |
|----------------------------------------------------|--------------------------------|
| State & Local Agency: City of Delaware             |                                |
| Address: 1 S. Sandusky Street Delaware, Ohio 43015 |                                |
|                                                    |                                |
| Taxpayer ID Number: 31-6400225                     |                                |
| Contact Person Name: Rob Alger                     | Telephone Number: 740-203-1203 |

**FINANCIAL INSTITUTION INFORMATION**

|                                                  |
|--------------------------------------------------|
| Bank Name: Delaware County Bank & Trust          |
| Nine-Digit ABA Routing Transit Number: 044103086 |
| Depositor Account Number: 10006                  |
| Type of Account: (checking/savings) Checking     |

Please return with the Reimbursable Agreement

The Debt Collection Improvement Act of 1996 requires that most payments made by the Federal government, including vendor payments, must be made by electronic funds transfer (EFT). A benefit of receiving payments by EFT is that your funds are directly deposited to your account at a financial institution and are available to you on the date of payment.

If you have any question regarding the delivery of remittance information, please contact the financial institution (bank) where your account is held.

If you have any question on the completion of this form, please contact the OCDETF State and Local EFT Coordinator at 202-514-1860

**To inquire about a bill please contact:**  
**<https://www.ipp.gov/>**



## FACT SHEET

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AGENDA ITEM NO: 13

DATE: 9/28/15

ORDINANCE NO: 15-101

RESOLUTION NO:

READING: FIRST

PUBLIC HEARING: NO

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TO: Mayor and Members of City Council

FROM: R. Thomas Homan, City Manager

VIA: Darren Shulman, City Attorney  
Dave Efland, Planning Director  
Bill Ferrigno, Public Works Director/Engineer

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**TITLE OF PROPOSED ORDINANCE/RESOLUTION:**

AN ORDINANCE SUPPLEMENTING THE 2015 APPROPRIATIONS ORDINANCE TO PROVIDE FUNDING IN ORDER TO PURCHASE TWO PROPERTIES ON CENTRAL AVENUE, AND DECLARING AN EMERGENCY.

**BACKGROUND:**

The properties being purchased have been identified as being needed to realign the intersection at Central and Channing. In addition, the properties have deteriorated to the point where the Building Department believes that they are a hazard and should be demolished. These purchases allow the city to ensure the safety of the neighborhood now and allow the City to realign the intersection in the future.

**REASON WHY LEGISLATION IS NEEDED:**

The opportunity to purchase these properties did not become available until very recently and therefore a supplemental appropriation is necessary in order to purchase and demolish said buildings.

**COMMITTEE RECOMMENDATION:**

N/A

**FISCAL IMPACT(S):**

It is somewhat likely that these two properties will not meet all qualifications for the grant in which case the city would need to use the \$30,000 requested for demolition. However, if asbestos is found the actual cost could be more.

Previous General Fund supplementals have totaled more than \$200,000 so far this year. This additional supplemental may have an impact on our 2016 appropriation level. Our recently adopted reserve fund balance policy established a 17% general fund reserve. If our year-end balance is less than 17% we will need to reduce next year's appropriation to insure that our 2016 Budget achieves an ending 17% balance.

**POLICY CHANGES:**

N/A

**PRESENTER(S):**

Darren Shulman, City Attorney  
Dave Efland, Planning Director  
Bill Ferrigno, Public Works Director/Engineer

**RECOMMENDATION:**

Approval

**ATTACHMENT(S)**

N/A

ORDINANCE NO. 15-101

AN ORDINANCE SUPPLEMENTING THE 2015 APPROPRIATIONS ORDINANCE TO PROVIDE FUNDING IN ORDER TO PURCHASE TWO PROPERTIES ON CENTRAL AVENUE, AND DECLARING AN EMERGENCY.

WHEREAS, the City has identified the Central and Channing intersection as one that requires future realignment, and

WHEREAS, the properties have become dilapidated and must be taken down;

WHEREAS, the owners of the two properties have reached a voluntary, arms-length agreement to sell the properties to the city using the Auditor's appraisal of the properties as the basis for negotiations, and

NOW THEREFORE, BE IT ORDAINED by the Council of the City of Delaware, State of Ohio:

SECTION 1. That there is hereby appropriated from the unencumbered balance of the General Fund \$145,000 increasing the following account:

|                                 |           |
|---------------------------------|-----------|
| Transfer to CIP (101-0032-5701) | \$145,000 |
|---------------------------------|-----------|

SECTION 2. That there is hereby appropriated from the unencumbered balance of the Capital Improvement Fund \$145,000 increasing the following account:

|                                                     |           |
|-----------------------------------------------------|-----------|
| Central/Channing Intersection Impr. (410-4108-5530) | \$145,000 |
|-----------------------------------------------------|-----------|

SECTION 3. The City Manager is hereby authorized to enter into contracts to purchase these properties.

SECTION 4. This Council finds and determines that all formal actions of this Council and any of its committees concerning and relating to the passage of this Ordinance were taken in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in those formal actions were in meetings open to the public, all in compliance with the law including Section 121.22 of the Ohio Revised Code.

SECTION 5. EMERGENCY CLAUSE. That this ordinance is hereby declared to be an emergency measure necessary to provide for the public peace, safety, health and welfare of the City and for the further reason to

expedite the demolition of the properties due to their poor condition, and as such will be in full force and effect immediately upon its passage.

VOTE ON RULE SUSPENSION:

YEAS \_\_\_ NAYS \_\_\_  
ABSTAIN \_\_\_

VOTE ON EMERGENCY CLAUSE:

YEAS \_\_\_ NAYS \_\_\_  
ABSTAIN \_\_\_

PASSED: \_\_\_\_\_, 2015

YEAS \_\_\_ NAYS \_\_\_  
ABSTAIN \_\_\_

ATTEST: \_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
MAYOR



## AUGUST FINANCE REPORT

**TO: Members of City Council**

**FROM: Dean Stelzer, Finance Director**

**DATE: September 15, 2015**

### Highlights:

#### Revenues

- \* Income tax collections are up 4.94% compared to the same period last year. Withholding tax collections are up 4.01% and individual taxpayer receipts are up 14.53% reflective somewhat of our stepped up enforcement efforts.
- \* Development related revenues (building permits, engineering fees, capacity fees) are down more than 27% from last year's levels. We may need to revisit 2015 estimations based on updated development levels.
- \* Water, sewer, and refuse revenue are in-line with expectations. Rates have not increased since 2012. Total water and sewer meter collections will likely be less than last year due to the rainy summer.
- \* Year-to-date revenues for the Airport are down from last year's levels (-9.66%). Cemetery revenues are in line with last year's amounts.

#### Expenditures

- \* Health Insurance costs are up 22.4% over 2014 levels but in line with 2015 budgeted amounts. A supplemental for medical and prescription costs will more than likely be needed.
- \* We have incurred about \$15,000 of unanticipated building maintenance costs so far in 2015. A year-end supplemental may be needed.
- \* Overtime in Public Works is being incurred at a rate higher than budgeted. Adjustments may be needed. PD overtime is above estimated amounts but will be offset by reduced personnel costs due to vacancies.
- \* It appears our total vehicle fuel costs will be less than budgeted and may help offset OT costs.

### YTD 2015 Budget Supplementals

|       |                                                                |
|-------|----------------------------------------------------------------|
| 15-05 | \$152,900 - CIP, ODNR Boat ramp grant                          |
| 15-36 | \$290,350 - Water CIP projects, \$134,350 - Sewer CIP projects |
| 15-37 | \$781,957 - Park Levy projects                                 |
| 15-38 | \$2,000,000 - Glenn Rd. North intersection project             |
| 15-39 | \$500,000 - Veteran's Plaza project, grant/donation funded     |
| 15-45 | \$70,000 - Low head dam removal, grant funded                  |
| 15-56 | \$79,837 - Truck replacement, covered by insurance             |
| 15-59 | \$23,500 - Repair showers at Justice Center                    |
| 15-62 | \$15,000 - Court IDIAM home arrest costs, covered by fees      |
| 15-72 | \$75,000 - Public Works additional road salt                   |
| 15-73 | \$20,584 - Legal Dept. new position                            |
| 15-74 | \$74,908 - Liability Insurance                                 |
| 15-86 | \$20,000 - Planning Department building fee refund             |
| 15-87 | \$19,000 - Storm Sewer professional services                   |
| 15-89 | \$80,000 - railroad crossing improvements                      |
| 15-90 | \$200,000 - Engineering development reviews                    |
| 15-98 | \$30,000 - Water quality monitoring grant OEPA                 |

**FINANCE DIRECTOR'S REPORT**  
**REVENUES BY SOURCE**  
**August 31, 2015**

|                                        | Revenues<br>@ 8/31/15 | Revenues<br>@ 8/31/14 | % Change |
|----------------------------------------|-----------------------|-----------------------|----------|
| <b>TAXES</b>                           |                       |                       |          |
| Income Tax                             | \$ 15,991,274         | \$ 15,238,701         | 4.94%    |
| Property Tax                           | 1,725,882             | 1,652,066             | 4.47%    |
| Local Government Fund                  | 441,659               | 406,653               | 8.61%    |
| Inheritance                            | 4,962                 | 82,783                | -94.01%  |
| Hotel/Motel Tax                        | 51,132                | 46,368                | 10.27%   |
| Gasoline Tax                           | 748,418               | 719,387               | 4.04%    |
| License Plate Tax                      | 450,546               | 419,149               | 7.49%    |
| <b>FEES</b>                            |                       |                       |          |
| Franchise Fee (cable tv)               | \$ 262,860            | \$ 270,522            | -2.83%   |
| Parking Meter & Lot Fees               | 56,576                | 49,949                | 13.27%   |
| Fines/Forfeitures/Court Diversion Fees | 89,888                | 55,930                | 60.72%   |
| Impact Fees                            | 332,010               | 407,207               | -18.47%  |
| Airport                                | 449,392               | 497,258               | -9.63%   |
| Cemetery                               | 120,902               | 114,472               | 5.62%    |
| Golf Course                            | 134,228               | 127,814               | 5.02%    |
| <b>REIMBURSEMENTS</b>                  |                       |                       |          |
| Engineering Fees                       | \$ 426,681            | \$ 529,314            | -19.39%  |
| Fire/EMS Reimbursement                 | 466,794               | 445,668               | 4.74%    |
| Prosecutor Reimbursements              | 160,398               | 166,950               | -3.92%   |
| Building Permits and Fees              | 379,497               | 397,135               | -4.44%   |
| <b>UTILITY CHARGES</b>                 |                       |                       |          |
| Water - Meter Charges                  | \$ 3,309,096          | \$ 3,284,830          | 0.74%    |
| - Capacity Fees                        | 608,223               | 944,173               | -35.58%  |
| Sewer - Meter Charges                  | 4,040,855             | 4,025,470             | 0.38%    |
| - Capacity Fees                        | 568,925               | 894,471               | -36.40%  |
| Refuse                                 | 2,267,793             | 2,199,946             | 3.08%    |
| Storm Sewer                            | 556,446               | 544,527               | 2.19%    |
| <b>MUNICIPAL COURT REVENUES</b>        | \$ 2,032,040          | \$ 2,027,271          | 0.24%    |

**FINANCE DIRECTOR'S REPORT**  
**GENERAL FUND REVENUES**  
**August 31, 2015**

| August 66.67% of year                     | Revenues<br>8/31/2015 | 2015<br>Budget    | Revenues As<br>% of Budget | Comparative<br>Revenues<br>8/31/2014 | % Change<br>YTD |
|-------------------------------------------|-----------------------|-------------------|----------------------------|--------------------------------------|-----------------|
| <b>GENERAL FUND</b>                       |                       |                   |                            |                                      |                 |
| Property Tax                              | 1,325,559             | 1,360,000         | 97.47%                     | 1,273,912                            | 4.05%           |
| City Income Tax                           | 8,664,619             | 12,126,900        | 71.45%                     | 8,257,290                            | 4.93%           |
| Other Taxes- Inheritance                  | 6,012                 | 0                 | 0.00%                      | 83,946                               | (92.84%)        |
| Local Government Fund                     | 441,659               | 635,739           | 69.47%                     | 406,653                              | 8.61%           |
| Fines and Forfeitures                     | 89,888                | 110,000           | 81.72%                     | 43,180                               | 108.17%         |
| Engineering Fees                          | 426,681               | 500,000           | 85.34%                     | 529,314                              | (19.39%)        |
| Prosecutor Contracts                      | 160,398               | 240,000           | 66.83%                     | 166,950                              | (3.92%)         |
| Parking Meters                            | 23,749                | 32,000            | 74.22%                     | 19,939                               | 19.11%          |
| Other Fees and Contracts                  | 23,225                | 0                 | 0.00%                      | 36,866                               | (37.00%)        |
| Liquor Permits                            | 38,409                | 44,000            | 87.29%                     | 38,137                               | 0.71%           |
| Franchise Fees                            | 262,860               | 370,000           | 71.04%                     | 270,522                              | (2.83%)         |
| Licenses & Permits                        | 379,497               | 580,000           | 65.43%                     | 397,135                              | (4.44%)         |
| Investment Income                         | 55,570                | 150,000           | 37.05%                     | 103,317                              | (46.21%)        |
| Miscellaneous                             | 57,607                | 150,000           | 38.40%                     | 64,639                               | (10.88%)        |
| Reimbursements                            | 178,099               | 200,000           | 89.05%                     | 86,049                               | 106.97%         |
| Transfers (2014 operating transfers only) | 1,234,665             | 1,895,756         | 65.13%                     | 1,203,981                            | 2.55%           |
| <b>TOTAL</b>                              | <b>13,368,497</b>     | <b>18,394,395</b> | <b>72.68%</b>              | <b>12,981,830</b>                    | <b>2.98%</b>    |

**GENERAL FUND EXPENDITURES**

|                                          | Expenses<br>8/31/2015 | 2015<br>Budget    | Expenses As<br>% of Budget | Comparative<br>Expenses<br>8/31/2014 | % Change<br>YTD |
|------------------------------------------|-----------------------|-------------------|----------------------------|--------------------------------------|-----------------|
| <b>GENERAL FUND</b>                      |                       |                   |                            |                                      |                 |
| City Council                             | 69,632                | 99,570            | 69.93%                     | 49,692                               | 40.13%          |
| City Manager                             | 478,290               | 742,374           | 64.43%                     | 459,694                              | 4.05%           |
| Human Resources                          | 135,474               | 230,666           | 58.73%                     | 131,127                              | 3.32%           |
| Economic Development                     | 221,742               | 311,709           | 71.14%                     | 187,375                              | 18.34%          |
| Legal Affairs/Prosecution                | 412,633               | 671,040           | 61.49%                     | 376,611                              | 9.56%           |
| Finance                                  | 828,279               | 1,347,367         | 61.47%                     | 823,671                              | 0.56%           |
| Income Tax Refunds                       | 329,273               | 300,000           | 109.76%                    | 283,052                              | 16.33%          |
| General Administration (2014 oper. only) | 3,046,922             | 4,360,241         | 69.88%                     | 2,980,698                            | 2.22%           |
| Risk Management                          | 248,791               | 189,050           | 131.60%                    | 144,974                              | 71.61%          |
| Police                                   | 4,535,161             | 7,566,983         | 59.93%                     | 4,461,485                            | 1.65%           |
| Planning                                 | 587,135               | 997,198           | 58.88%                     | 551,046                              | 6.55%           |
| Engineering                              | 829,514               | 1,235,666         | 67.13%                     | 680,896                              | 21.83%          |
| City Buildings                           | 219,537               | 335,377           | 65.46%                     | 217,790                              | 0.80%           |
| <b>TOTAL</b>                             | <b>11,942,383</b>     | <b>18,387,241</b> | <b>64.95%</b>              | <b>11,348,111</b>                    | <b>5.24%</b>    |

|                                                |                  |
|------------------------------------------------|------------------|
| General Fund Beginning Balance January 1, 2015 | 3,294,591        |
| 2015 General Fund Revenues                     | 13,368,497       |
| 2015 General Fund Expenditures                 | (11,942,383)     |
| Outstanding Encumbrances 7/31/15               | (369,384)        |
| General Fund Ending Fund Balance July 31, 2015 | <u>4,351,321</u> |
| Budgeted 2015 Year-end Balance                 | 3,128,971        |

**FINANCE DIRECTOR'S REPORT  
OTHER OPERATING FUNDS  
August 31, 2015**

**REVENUES**

|                             | Revenues<br>8/31/2015 | 2015<br>Budget    | Revenues As<br>% of Budget | Comparative<br>Revenues<br>8/31/2014 | % Change<br>YTD |
|-----------------------------|-----------------------|-------------------|----------------------------|--------------------------------------|-----------------|
| STREET MAINTENANCE & REPAIR | 1,829,696             | 2,432,309         | 75.22%                     | 1,732,921                            | 5.58%           |
| STORM SEWER                 | 657,305               | 811,000           | 81.05%                     | 548,854                              | 19.76%          |
| PARKS AND RECREATION        | 682,507               | 1,079,151         | 63.24%                     | 592,249                              | 15.24%          |
| CEMETERY                    | 120,902               | 180,500           | 66.98%                     | 114,472                              | 5.62%           |
| AIRPORT OPERATIONS          | 449,392               | 756,330           | 59.42%                     | 497,258                              | (9.63%)         |
| FIRE/EMS INCOME TAX         | 7,509,178             | 9,260,980         | 81.08%                     | 6,391,372                            | 17.49%          |
| MUNICIPAL COURT             | 1,435,316             | 2,558,100         | 56.11%                     | 1,637,765                            | (12.36%)        |
| GOLF COURSE                 | 134,228               | 166,500           | 80.62%                     | 127,814                              | 5.02%           |
| WATER                       | 3,386,163             | 5,256,161         | 64.42%                     | 3,443,381                            | (1.66%)         |
| SEWER                       | 4,261,963             | 6,539,300         | 65.17%                     | 4,411,868                            | (3.40%)         |
| REFUSE                      | 2,267,793             | 3,416,900         | 66.37%                     | 2,312,563                            | (1.94%)         |
| GARAGE ROTARY               | 281,598               | 563,195           | 50.00%                     | 289,150                              | (2.61%)         |
| INFORMATION TECH. ROTARY    | 429,696               | 858,899           | 50.03%                     | 336,351                              | 27.75%          |
| <b>TOTAL</b>                | <b>23,445,737</b>     | <b>33,879,325</b> | <b>69.20%</b>              | <b>22,436,018</b>                    | <b>4.50%</b>    |

**EXPENDITURES**

|                             | Expenditures<br>8/31/2015 | 2015<br>Budget    | Expenses As<br>% of Budget | Comparative<br>Expenses<br>8/31/2014 | % Change<br>YTD |
|-----------------------------|---------------------------|-------------------|----------------------------|--------------------------------------|-----------------|
| STREET MAINTENANCE & REPAIR | 1,680,996                 | 2,432,309         | 69.11%                     | 1,690,378                            | (0.56%)         |
| STORM SEWER                 | 550,063                   | 1,941,483         | 28.33%                     | 992,776                              | (44.59%)        |
| PARKS AND RECREATION        | 697,055                   | 1,175,879         | 59.28%                     | 630,695                              | 10.52%          |
| CEMETERY                    | 153,639                   | 463,664           | 33.14%                     | 148,380                              | 3.54%           |
| AIRPORT OPERATIONS          | 414,839                   | 819,268           | 50.64%                     | 479,170                              | (13.43%)        |
| FIRE/EMS INCOME TAX         | 5,251,281                 | 8,437,976         | 62.23%                     | 5,390,980                            | (2.59%)         |
| MUNICIPAL COURT             | 1,447,481                 | 2,419,834         | 59.82%                     | 1,442,087                            | 0.37%           |
| GOLF COURSE                 | 112,046                   | 177,567           | 63.10%                     | 112,975                              | (0.82%)         |
| WATER OPERATIONS            | 3,481,786                 | 5,813,247         | 59.89%                     | 2,169,856                            | 60.46%          |
| SEWER OPERATIONS            | 3,829,983                 | 6,904,826         | 55.47%                     | 3,222,146                            | 18.86%          |
| REFUSE                      | 1,818,575                 | 4,288,573         | 42.41%                     | 2,015,430                            | (9.77%)         |
| GARAGE ROTARY               | 370,542                   | 592,804           | 62.51%                     | 329,963                              | 12.30%          |
| INFORMATION TECH. ROTARY    | 454,984                   | 925,353           | 49.17%                     | 485,706                              | (6.33%)         |
| <b>TOTAL</b>                | <b>20,263,270</b>         | <b>36,392,783</b> | <b>55.68%</b>              | <b>19,110,542</b>                    | <b>6.03%</b>    |

**FUND BALANCES**

|                             | Fund<br>Balance<br>1/1/2015 | Revenues<br>8/31/2015 | Expenditures<br>8/31/2015 | Outstanding<br>Encumb. | Fund<br>Balance<br>8/31/2015 |
|-----------------------------|-----------------------------|-----------------------|---------------------------|------------------------|------------------------------|
| STREET MAINTENANCE & REPAIR | 252,129                     | 1,829,696             | 1,680,996                 | 213,845                | 186,984                      |
| STORM SEWER                 | 2,174,781                   | 657,305               | 550,063                   | 268,446                | 2,013,577                    |
| PARKS AND RECREATION        | 289,557                     | 682,507               | 697,055                   | 108,564                | 166,445                      |
| CEMETERY                    | 347,537                     | 120,902               | 153,639                   | 2,252                  | 312,548                      |
| AIRPORT OPERATIONS          | 184,084                     | 449,392               | 414,839                   | 13,187                 | 205,450                      |
| FIRE/EMS INCOME TAX         | 4,779,906                   | 7,509,178             | 5,251,281                 | 1,344,646              | 5,693,157                    |
| MUNICIPAL COURT             | 1,278,467                   | 1,435,316             | 1,447,481                 | 8,266                  | 1,258,036                    |
| GOLF COURSE                 | 92,021                      | 134,228               | 112,046                   | 8,343                  | 105,860                      |
| WATER OPERATIONS            | 2,035,192                   | 3,386,163             | 3,481,786                 | 156,529                | 1,783,040                    |
| SEWER OPERATIONS            | 2,651,185                   | 4,261,963             | 3,829,983                 | 86,332                 | 2,996,833                    |
| REFUSE                      | 1,841,847                   | 2,267,793             | 1,818,575                 | 740,144                | 1,550,921                    |
| GARAGE ROTARY               | 250,729                     | 281,598               | 370,542                   | 74,905                 | 86,880                       |
| INFORMATION TECH. ROTARY    | 315,614                     | 429,696               | 454,984                   | 88,027                 | 202,299                      |
| <b>TOTAL</b>                | <b>16,493,049</b>           | <b>23,445,737</b>     | <b>20,263,270</b>         | <b>3,113,486</b>       | <b>16,562,030</b>            |

**FINANCE DIRECTOR'S REPORT**  
**OTHER FUND REVENUES/EXPENSES/FUND BALANCE**  
**August 31, 2015**

|                               | <b>Beginning<br/>Fund<br/>Balance</b> | <b>Revenues<br/>8/31/2015</b> | <b>Expenses<br/>8/31/2015</b> | <b>Outstanding<br/>Encumbrances</b> | <b>Ending<br/>Fund<br/>Balance</b> |
|-------------------------------|---------------------------------------|-------------------------------|-------------------------------|-------------------------------------|------------------------------------|
| STATE HIGHWAY IMPROVEMENT     | 110,987                               | 69,323                        | 123,546                       | 50,000                              | 6,764                              |
| LICENSE FEE FUN               | 85,346                                | 275,701                       | 7,124                         | 355,000                             | (1,077)                            |
| TREE FUND                     | 148,907                               | 67,125                        | 63,624                        | 0                                   | 152,408                            |
| AIRPORT 2000 T-HANGAR         | 171,431                               | 56,167                        | 42,367                        | 0                                   | 185,231                            |
| COURT/POLICE BLDG TAX         | 883                                   | 9                             | 0                             | 0                                   | 892                                |
| RECREATION FACILITIES TAX     | 4,169,795                             | 4,507,985                     | 3,211,632                     | 2,193,650                           | 3,272,498                          |
| AIRPORT TIF                   | 6,524                                 | 25,744                        | 0                             | 0                                   | 32,268                             |
| GLENN RD BRIDGE TIF           | 813,017                               | 517,130                       | 29,741                        | 0                                   | 1,300,406                          |
| SKY CLIMBER/V&P TIF           | 0                                     | 48,514                        | 48,514                        | 0                                   | 0                                  |
| MILL RUN TIF                  | 0                                     | 147,466                       | 147,466                       | 0                                   | 0                                  |
| COURT IDIAM                   | 9,518                                 | 9,826                         | 6,540                         | 505                                 | 12,299                             |
| DRUG ENFORCEMENT              | 46,859                                | 3,718                         | 844                           | 525                                 | 49,208                             |
| COURT ALCOHOL TREATMENT       | 519,206                               | 28,630                        | 54,334                        | 700                                 | 492,802                            |
| OMVI ENFORCEMENT/EDUCATION    | 12,611                                | 1,648                         | 12,194                        | 0                                   | 2,065                              |
| POLICE JUDGEMENT              | 121,019                               | 5,442                         | 47,135                        | 23,445                              | 55,881                             |
| PARK DEVELOPMENT              | 217,068                               | 0                             | 1,891                         | 0                                   | 215,177                            |
| COMPUTER LEGAL RESEARCH       | 361,842                               | 168,701                       | 62,072                        | 9,946                               | 458,525                            |
| COURT SPECIAL PROJECTS        | 906,633                               | 175,745                       | 23,201                        | 28,843                              | 1,030,334                          |
| PROBATION SERVICES            | 238,182                               | 208,456                       | 22,408                        | 1,528                               | 422,702                            |
| POLICE/FIRE DISABILITY        | 0                                     | 400,323                       | 400,323                       | 0                                   | 0                                  |
| COMMUNITY PROMOTION FUND      | 25,795                                | 51,132                        | 77,455                        | 4,375                               | (4,903)                            |
| CDBG GRANT                    | (72,470)                              | 75,000                        | 1,721                         | 60,250                              | (59,441)                           |
| ED REVOLVING LOAN             | 997,207                               | 84,262                        | 36,978                        | 187,449                             | 857,042                            |
| HOUSING GRANT PROGRAM INCOME  | 24,878                                | 0                             | 0                             | 0                                   | 24,878                             |
| GENERAL BOND RETIREMENT       | 56,113                                | 3,238,424                     | 2,768,027                     | 374                                 | 526,136                            |
| PARK IMPROV BONDS FUND        | 105,444                               | 843,818                       | 390,163                       | 0                                   | 559,099                            |
| SE HIGHLAND SEWER BOND FUND   | 83,184                                | 665,684                       | 306,604                       | 0                                   | 442,264                            |
| CAPITAL IMPROVEMENT           | 2,648,445                             | 1,460,898                     | 1,627,813                     | 2,018,154                           | 463,376                            |
| FAA AIRPORT GRANT             | 20,471                                | 14,630                        | 0                             | 0                                   | 35,101                             |
| FAA AIRPORT AIP GRANT         | (108,389)                             | 173,055                       | 353,682                       | 16,200                              | (305,216)                          |
| EQUIPMENT REPLACEMENT         | 391,530                               | 310,000                       | 389,606                       | 287,935                             | 23,989                             |
| PARK IMPACT FEE               | 740,842                               | 117,905                       | 25,114                        | 65,986                              | 767,647                            |
| POLICE IMPACT FEE             | 247,123                               | 49,724                        | 11,500                        | 0                                   | 285,347                            |
| FIRE IMPACT FEE               | 129,628                               | 82,804                        | 12,500                        | 0                                   | 199,932                            |
| MUNICIPAL SERVICES IMPACT FEE | 306,382                               | 82,601                        | 26,000                        | 0                                   | 362,983                            |
| GLENN ROAD CONSTRUCTION FUNDS | 3,514,059                             | 14,829,504                    | 13,561,046                    | 1,337,444                           | 3,445,073                          |
| PARKING LOTS                  | 21,207                                | 33,351                        | 21,995                        | 0                                   | 32,563                             |
| WATER CIP                     | 10,263,785                            | 4,956,354                     | 5,610,045                     | 949,860                             | 8,660,234                          |
| SEWER CIP                     | 5,760,953                             | 2,630,461                     | 3,292,451                     | 500,397                             | 4,598,566                          |
| SELF INSURANCE                | 2,820,366                             | 2,455,357                     | 3,303,699                     | 19,454                              | 1,952,570                          |
| WORKERS COMP RESERVE          | 1,693,432                             | 267,498                       | 269,271                       | 0                                   | 1,691,659                          |
| FIRE DONATION                 | 4,100                                 | 0                             | 0                             | 0                                   | 4,100                              |
| POLICE DONATION               | 8,116                                 | 3,410                         | 698                           | 2,000                               | 8,828                              |
| MAYOR'S DONATION              | 932                                   | 1,509                         | 704                           | 0                                   | 1,737                              |
| PROJECT TRUST                 | 497,146                               | 7,512                         | 0                             | 0                                   | 504,658                            |
| UNCLAIMED FUNDS               | 45,772                                | 23,641                        | 0                             | 0                                   | 69,413                             |
| DEVELOPMENT RESERVE FUND      | 875,000                               | 0                             | 13,500                        | 0                                   | 861,500                            |
| RESERVE ACCOUNT FUND          | 873,323                               | 0                             | 0                             | 0                                   | 873,323                            |
| CEMETERY PERPETUAL CARE FUND  | 0                                     | 37,522                        | 105                           | 0                                   | 37,417                             |
| STATE PATROL TRANSFER         | 0                                     | 37,101                        | 37,101                        | 0                                   | 0                                  |
| STATE BUILDING PERMIT FEES    | 442                                   | 3,809                         | 3,990                         | 0                                   | 261                                |
| <b>TOTAL</b>                  | <b>39,914,644</b>                     | <b>39,254,619</b>             | <b>36,446,724</b>             | <b>8,114,020</b>                    | <b>34,608,519</b>                  |

City of Delaware  
Employee Health Insurance Plan  
August 31, 2015

| Account                    | August 2015       | YTD 2015            | 2015 Budget         | % of Budget  | August 2014         | % Change 2014-15 |
|----------------------------|-------------------|---------------------|---------------------|--------------|---------------------|------------------|
| <b>Life Insurance</b>      | \$ 2,221          | \$ 17,651           | \$ 27,250           | 64.8%        | \$ 17,253           | 2.3%             |
| <b>Insurance Opt-Out</b>   | 1,830             | 14,840              | 25,000              | 59.4%        | 14,560              | 1.9%             |
| <b>Preventative Care</b>   | 556               | 2,200               | 55,000              | 4.0%         | 2,921               | -24.7%           |
| <b>Administrative Fees</b> |                   |                     |                     |              |                     |                  |
| TPA Fees                   | 6,307             | 50,579              | 78,241              | 64.6%        | 51,506              | -1.8%            |
| PPO Fees                   | 3,500             | 27,916              | 45,864              | 60.9%        | 29,052              | -3.9%            |
| Broker Fees                | 500               | 3,988               | 6,500               | 61.4%        | 3,934               | 1.4%             |
| AC Act Fees                | -                 | 1,581               | -                   | 0.0%         | -                   |                  |
| <b>Total Admin</b>         | <u>10,307</u>     | <u>84,064</u>       | <u>130,605</u>      | 64.4%        | <u>84,492</u>       | -0.5%            |
| <b>Stop Loss Insurance</b> | 48,495            | 387,503             | 489,900             | 79.1%        | 307,123             | 26.2%            |
| <b>Claims</b>              |                   |                     |                     |              |                     |                  |
| Medical                    | 305,958           | 2,209,013           | 2,915,000           | 75.8%        | 1,765,031           | 25.2%            |
| Dental                     | 24,286            | 156,681             | 236,500             | 66.2%        | 146,254             | 7.1%             |
| Prescription               | <u>60,227</u>     | <u>431,748</u>      | <u>621,000</u>      | 69.5%        | <u>341,135</u>      | 26.6%            |
| <b>Total Claims</b>        | <u>390,471</u>    | <u>2,797,442</u>    | <u>3,772,500</u>    | 74.2%        | <u>2,252,420</u>    | 24.2%            |
| <b>Total Costs</b>         | <b>453,880</b>    | <b>3,303,700</b>    | <b>4,500,255</b>    | <b>73.4%</b> | <b>2,678,769</b>    | <b>23.3%</b>     |
| <b>Employee Payment</b>    | 58,142            | 449,381             | 650,000             |              | 389,463             |                  |
| <b>Reimbursements</b>      | <u>6,011</u>      | <u>295,405</u>      | <u>100,000</u>      |              | <u>198,639</u>      |                  |
| <b>NET PLAN COSTS</b>      | <b>\$ 389,727</b> | <b>\$ 2,558,914</b> | <b>\$ 3,750,255</b> | <b>68.2%</b> | <b>\$ 2,090,667</b> | <b>22.4%</b>     |

| Enrollment: | Family Coverage | Single Coverage | Total Coverage |
|-------------|-----------------|-----------------|----------------|
| June 2015   | 196             | 55              | 251            |
| June 2014   | 198             | 47              | 245            |

**Medical Claims:**

\* Medical claims have increased by more than 11%

**Dental Claims**

\* Dental claims have increased by more than 5%

**Prescription Claims:**

\* Prescription costs have increased by more than 14%.

**Year to Date Claims:**

\*45 employees and dependants have accumulated between \$5,000 and \$30,000 in medical claims.

\*7 employees and dependents have accumulated between \$30,000 and \$70,000 in medical claims.

\*Two employees and dependents have accumulated \$109,978 and \$266,089 in medical claims.

**MONTHLY INCOME TAX REVENUES  
2013-2015**

|               | 2013              |                  |                  |                   | % OF<br>ACTUAL | 2014              |                  |                  |                   | % OF<br>ACTUAL | 2015              |                  |                  |                   | % OF<br>BUDGET |
|---------------|-------------------|------------------|------------------|-------------------|----------------|-------------------|------------------|------------------|-------------------|----------------|-------------------|------------------|------------------|-------------------|----------------|
|               | W/H               | PERSONAL         | BUSINESS         | TOTAL             |                | W/H               | PERSONAL         | BUSINESS         | TOTAL             |                | W/H               | PERSONAL         | BUSINESS         | TOTAL             |                |
| JANUARY       | 1,290,710         | 331,136          | 220,916          | 1,842,762         |                | 1,426,991         | 325,709          | 41,491           | 1,794,191         |                | 1,386,435         | 325,735          | 145,382          | 1,857,552         |                |
| FEBRUARY      | 1,360,424         | 242,337          | 13,628           | 1,616,389         |                | 1,463,197         | 249,502          | 50,539           | 1,763,238         |                | 1,374,902         | 315,054          | 84,287           | 1,774,243         |                |
| MARCH         | 913,169           | 417,117          | 231,092          | 1,561,378         |                | 1,128,391         | 468,595          | 170,577          | 1,767,563         |                | 1,122,427         | 601,839          | 98,726           | 1,822,992         |                |
| APRIL         | 1,232,840         | 1,800,388        | 545,089          | 3,578,317         |                | 1,194,547         | 1,855,367        | 689,914          | 3,739,828         |                | 1,299,084         | 2,094,760        | 670,933          | 4,064,777         |                |
| MAY           | 1,231,164         | 98,828           | 67,163           | 1,397,155         |                | 1,090,820         | 121,480          | 92,296           | 1,304,596         |                | 1,283,212         | 133,840          | 38,214           | 1,455,266         |                |
| JUNE          | 1,016,630         | 109,705          | 245,121          | 1,371,456         |                | 1,214,406         | 115,390          | 384,211          | 1,714,007         |                | 1,255,611         | 146,124          | 199,120          | 1,600,855         |                |
| JULY          | 1,331,715         | 294,768          | 26,141           | 1,652,624         |                | 1,369,919         | 327,517          | 35,254           | 1,732,690         |                | 1,426,574         | 318,033          | 55,623           | 1,800,230         |                |
| AUGUST        | 1,213,982         | 146,247          | 37,890           | 1,398,119         |                | 1,232,954         | 146,453          | 43,181           | 1,422,588         |                | 1,379,035         | 213,566          | 22,758           | 1,615,359         |                |
|               | <u>9,590,634</u>  | <u>3,440,526</u> | <u>1,387,040</u> | <u>14,418,200</u> | 70.64%         | <u>10,121,225</u> | <u>3,610,013</u> | <u>1,507,463</u> | <u>15,238,701</u> | 70.54%         | <u>10,527,280</u> | <u>4,148,951</u> | <u>1,315,043</u> | <u>15,991,274</u> | 71.46%         |
| SEPTEMBER     | 1,057,577         | 113,305          | 265,905          | 1,436,787         |                | 1,052,338         | 148,185          | 170,893          | 1,371,416         |                |                   |                  |                  |                   |                |
| OCTOBER       | 1,432,379         | 352,292          | 140,908          | 1,925,579         |                | 1,438,942         | 351,472          | 52,638           | 1,843,052         |                |                   |                  |                  |                   |                |
| NOVEMBER      | 1,045,513         | 188,963          | 49,509           | 1,283,985         |                | 1,188,261         | 156,529          | 21,803           | 1,366,593         |                |                   |                  |                  |                   |                |
| DECEMBER      | 1,133,264         | 194,968          | 164,983          | 1,493,215         |                | 1,291,144         | 248,183          | 178,331          | 1,717,658         |                |                   |                  |                  |                   |                |
| <b>TOTALS</b> | <u>14,259,367</u> | <u>4,290,054</u> | <u>2,008,345</u> | <u>20,557,766</u> |                | <u>13,800,893</u> | <u>4,266,733</u> | <u>1,752,797</u> | <u>21,537,420</u> | 91.75%         | <u>13,800,893</u> | <u>4,266,733</u> | <u>1,752,797</u> | <u>15,991,274</u> | 71.46%         |
| BUDGETED      |                   |                  |                  | 20,411,985        |                |                   |                  |                  | 21,601,700        |                |                   |                  |                  | 22,378,779        |                |

|      | Total<br>Receipts | Jan-Aug<br>Receipts | % of Annual<br>Collections | Projection based on ten year trend |              |
|------|-------------------|---------------------|----------------------------|------------------------------------|--------------|
|      |                   |                     |                            | JAN-AUG 2015 RECEIPTS =            | \$15,991,274 |
| 2005 | 11,172,242        | 8,001,679           | 71.62%                     |                                    |              |
| 2006 | 11,897,341        | 8,620,790           | 72.46%                     | HIGH =                             | 70.14%       |
| 2007 | 12,865,504        | 9,112,836           | 70.83%                     | LOW =                              | 72.46%       |
| 2008 | 14,159,170        | 10,006,271          | 70.67%                     |                                    |              |
| 2009 | 14,719,896        | 10,475,727          | 71.17%                     | LAST 3 YR                          |              |
| 2010 | 15,185,348        | 10,732,169          | 70.67%                     | AVG =                              | 70.86%       |
| 2011 | 17,765,717        | 12,558,193          | 70.69%                     |                                    |              |
| 2012 | 19,658,101        | 14,091,680          | 71.68%                     | *2015 BUDGETED RECEIPTS            | \$22,378,779 |
| 2013 | 20,557,766        | 14,418,200          | 70.14%                     |                                    |              |
| 2014 | 21,537,420        | 15,238,701          | 70.75%                     |                                    |              |
|      |                   | 10 Year Avg.        | 71.07%                     |                                    |              |

**FINANCE DIRECTOR'S REPORT  
RECREATION LEVY  
August 31, 2015**

| Account #                     | Description                                | #                 |                            |                  |                    |                  | Total<br>2014 -<br>2015 |
|-------------------------------|--------------------------------------------|-------------------|----------------------------|------------------|--------------------|------------------|-------------------------|
|                               |                                            | 2014<br>Actual    | 2015<br>Combined<br>Budget | 2015<br>Expended | 2015<br>Encumbered | 2015<br>Total    |                         |
| <b>Phase 1 - \$20,000,000</b> |                                            |                   |                            |                  |                    |                  |                         |
| 233-0233- 5230                | Design                                     | 7,090             | 0                          |                  | 0                  | 0                | 7,090                   |
| 5513                          | Other Park Improvements                    | 14,981            | 0                          |                  | 0                  | 0                | 14,981                  |
| 5521                          | National Guard City Alternatives           | 117,500           | 0                          |                  | 0                  | 0                | 117,500                 |
| 5533                          | Veterans Park Restroom/Shelter             | 0                 | 321,000                    |                  | 250,000            | 250,000          | 250,000                 |
|                               |                                            | <b>139,571</b>    | <b>321,000</b>             | <b>0</b>         | <b>250,000</b>     | <b>250,000</b>   | <b>389,571</b>          |
|                               | Total net expended 2009-2013               | <b>19,537,505</b> |                            |                  |                    |                  |                         |
|                               | Total expended @ 12/31/14                  | <b>19,677,076</b> |                            |                  |                    |                  |                         |
|                               | <b>Total Phase 1 Expended and Budgeted</b> | <b>19,998,076</b> |                            |                  |                    |                  |                         |
| <b>Phase 2 - \$3,800,000</b>  |                                            |                   |                            |                  |                    |                  |                         |
| 233-0233- 5522                | Park Asphalt Projects                      | 306,291           | 144,319                    |                  | 79,900             | 79,900           | 386,191                 |
| 5523                          | Park Seal Coating Projects                 | 36,025            | 148,975                    | 20,549           | 83,882             | 104,431          | 140,456                 |
| 5524                          | Smith Park Trail                           | 27,461            | 235,250                    |                  | 0                  | 0                | 27,461                  |
| 5525                          | Park Irrigation                            | 0                 | 286,000                    |                  | 0                  | 0                | 0                       |
| 5526                          | Park Aeration                              | 20,109            | 0                          |                  | 0                  | 0                | 20,109                  |
| 5527                          | Parks General Construction Projects        | 113,737           | 198,763                    |                  | 0                  | 0                | 113,737                 |
| 5528                          | Dog Park                                   | 32,354            | 42,646                     | 2,183            | 21,086             | 23,269           | 55,623                  |
| 5529                          | Drainage & Excavation Projects             | 2,608             | 42,500                     |                  | 0                  | 0                | 2,608                   |
| 5530                          | Miscellaneous Park Improvements            | 42,715            | 43,285                     |                  | 0                  | 0                | 42,715                  |
| 5531                          | Veterans Park Parking Lot Addition         | 337,203           | 0                          |                  | 0                  | 0                | 337,203                 |
| 5532                          | Wayfinding and Signage                     | 0                 | 40,000                     |                  | 0                  | 0                | 0                       |
| 5534                          | Veterans Park Playtoy                      | 0                 | 165,000                    |                  | 247,000            | 247,000          | 247,000                 |
| 5535                          | Splashpad Construction                     | 5,300             | 407,500                    | 174,943          | 360,486            | 535,429          | 540,729                 |
| 5536                          | Parkland Acquisition/Improvement           | 0                 | 989,646                    |                  | 1,131,295          | 1,131,295        | 1,131,295               |
| 5537                          | Park Improvements Contingency              | 3,040             | 305,148                    |                  |                    | 0                | 3,040                   |
| 5538                          | Pickleball Courts                          | 0                 | 0                          | 0                | 20,000             | 20,000           | 20,000                  |
| 5710                          | In-House Design                            | 0                 | 10,000                     |                  | 0                  | 0                | 0                       |
|                               | <b>Total</b>                               | <b>926,843</b>    | <b>3,059,032</b>           | <b>197,675</b>   | <b>1,943,649</b>   | <b>2,141,324</b> | <b>3,068,167</b>        |
|                               | 2014 Expended                              | 926,843           |                            |                  |                    |                  |                         |
|                               | 2015 Combined Budget                       | <u>3,059,032</u>  |                            |                  |                    |                  |                         |
|                               | Total Expended and Appropriated            | 3,985,875         |                            |                  |                    |                  |                         |
|                               | Less Reimbursements:                       |                   |                            |                  |                    |                  |                         |
|                               | ONG                                        | -106,361          |                            |                  |                    |                  |                         |
|                               | YMCA                                       | -106,361          |                            |                  |                    |                  |                         |
|                               | <b>Total Phase 2 Expended and Budgeted</b> | <b>3,773,153</b>  |                            |                  |                    |                  |                         |

# Includes original appropriation plus supplemental appropriations and carryover purchase orders.

The sum total of money previously expended and the amounts appropriated by City Council for 2015 total \$19,998,076 for Phase 1 (\$20,000,000 max) and \$3,773,153 for Phase 2 (\$3,800,000 max). The total 2015 appropriation is \$3,380,032 of which \$197,675 has been expended, \$2,193,649 has been encumbered, and \$988,708 remains unencumbered at August 31, 2015.

TO: Mayor Riggle and Members of Council

FROM: R. Thomas Homan, City Manager

SUBJECT: Miscellaneous Matters

DATE: September 22, 2015

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1. **Calendars**

See Attached

2. **Per Section 73 Of The City Charter The City Manager Is To Report Contract Agreements**

See Attached

3. **Bi-Weekly Meetings**

September 14

\* Rotary

\* Council meeting

September 15

\* Strand Board meeting

September 17

\* Chamber Luncheon Series – State of the Schools

September 21

\* Rotary

September 25

\* Delaware Partnership meeting

# September

2015

| <i>Sun</i> | <i>Mon</i> | <i>Tue</i>                            | <i>Wed</i>      | <i>Thu</i>                 | <i>Fri</i> | <i>Sat</i>                      |
|------------|------------|---------------------------------------|-----------------|----------------------------|------------|---------------------------------|
|            |            | <b>1</b>                              | <b>2</b>        | <b>3</b>                   | <b>4</b>   | <b>5</b>                        |
|            |            | Public Works/Public Utilities 7       | Planning 7      |                            |            |                                 |
| <b>6</b>   | <b>7</b>   | <b>8</b>                              | <b>9</b>        | <b>10</b>                  | <b>11</b>  | <b>12</b>                       |
|            |            |                                       | BZA - cancelled | Finance Committee 4:45     |            | Council Work Session 8:30-10:30 |
| <b>13</b>  | <b>14</b>  | <b>15</b>                             | <b>16</b>       | <b>17</b>                  | <b>18</b>  | <b>19</b>                       |
|            | Council 7  | Parks and Recreation Advisory Board 7 |                 |                            |            |                                 |
| <b>20</b>  | <b>21</b>  | <b>22</b>                             | <b>23</b>       | <b>24</b>                  | <b>25</b>  | <b>26</b>                       |
|            |            |                                       |                 | City Offices Close at Noon |            |                                 |
| <b>27</b>  | <b>28</b>  | <b>29</b>                             | <b>30</b>       |                            |            |                                 |
|            | Council 7  |                                       | HPC 7           |                            |            |                                 |

# October

2015

| <i>Sun</i> | <i>Mon</i>                            | <i>Tue</i>                                      | <i>Wed</i>                         | <i>Thu</i>                    | <i>Fri</i> | <i>Sat</i> |
|------------|---------------------------------------|-------------------------------------------------|------------------------------------|-------------------------------|------------|------------|
| 4          | 5<br>Council CIP Work<br>Session 6:30 | 6                                               | 7<br>Civil Service<br>Commission 3 | 8                             | 9          | 10         |
| 11         | 12<br>Council 7                       | 13                                              | 14<br>BZA 7                        | 15<br>Airport<br>Commission 7 | 16         | 17         |
| 18         | 19                                    | 20<br>Parks &<br>Recreation<br>Advisory Board 7 | 21                                 | 22                            | 23         | 24         |
| 25         | 26<br>Council 7                       | 27<br>Shade Tree<br>Commission 7                | 28<br>HPC 7                        | 29                            | 30         | 31         |

**CONTRACT APPROVAL - SEPTEMBER 28, 2015**

| <b>VENDOR</b>           | <b>EXPLANATION OF AGREEMENT</b>   | <b>2015 AMOUNT</b> | <b>DEPARTMENT</b> |
|-------------------------|-----------------------------------|--------------------|-------------------|
| 2K General              | Clerk of Court Counter Renovation | \$53,200           | Court             |
| American Structurepoint | Transportation Plan               | \$68,211           | Engineering       |