

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

AGENDA

6:30 P.M. EXECUTIVE SESSION: 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.

REGULAR MEETING

March 27, 2017

1. ROLL CALL
2. INVOCATION – Jeff Slider, City of Delaware Police Chaplain
3. PLEDGE OF ALLEGIANCE
4. APPROVAL of the Motion Summary of the regular meeting of Council held March 13, 2017, as recorded and transcribed.
5. CONSENT AGENDA
 - A. Acceptance of the Motion Summary for the Board of Zoning Appeals Meeting held on October 12, 2016.
 - B. Acceptance of the Motion Summary for the Parks and Recreation Advisory Board Meeting held on February 21, 2017.
 - C. Resolution No. 17-21, a resolution appointing members to various boards, commissions, and/or committees, and specifying the terms of the appointment.
 - D. Resolution No. 17-22, a resolution authorizing the City Manager to sign an agreement regarding the Police Department to obtain in-car printers from The Ohio Department of Public Safety.
6. LETTERS, PETITIONS, AND PUBLIC COMMENTS
7. COMMITTEE REPORTS
8. CONSIDERATION of Ordinance No. 17-21, an ordinance approving the renaming of Veterans Drive to DiGenova Way.

9. THIRD READING of Resolution No. 17-15, a resolution adopting the proposed changes to the user fees for Hidden Valley Golf Course.
10. SECOND READING of Resolution No. 17-20, a resolution accepting the City of Delaware's Bike Master Plan 2025.
11. THIRD READING of Ordinance No. 17-10, an ordinance providing for the issuance and sale of notes in the maximum aggregate principal amount of \$11,015,000 in anticipation of the issuance of bonds, for the purpose of paying the costs of various public infrastructure improvements, together with all related appurtenances thereto, and declaring an emergency.
12. THIRD READING of Ordinance No. 17-11, an ordinance amending sections 913.03(a) and 913.14 of Chapter 913 of the Codified Ordinances of the City of Delaware, Ohio establishing Tap Fees and Water Rates and Repealing existing Sections 913(a) and 913.14.
13. THIRD READING of Ordinance No. 17-12, an ordinance amending the Refuse Collection and Utility Services portions of the Schedule of Fees and Services Charges.
14. 7:15 p.m. PUBLIC HEARING AND SECOND READING of Ordinance No. 17-16, an ordinance approving an amendment to Chapter 1168.07 replacement of removed trees of Chapter 1168 Tree Preservation Regulations of the Planning and Zoning Code.
15. SECOND READING of Ordinance No. 17-19, an ordinance for T&R Properties approving a Final Development Plan for the Enclave at Adalee consisting of 96 single family attached units on approximately 15.18 acres zoned R-6 PUD (Multi-Family Residential District with a Planned Unit Overlay District) located on the west side of South Houk Road just north of Arthur Place.
16. SECOND READING of Ordinance No. 17-20, an ordinance for T&R Properties approving a Final Subdivision Plat Plan for the Enclave at Adalee consisting of 96 single family attached units on approximately 15.18 acres zoned R-6 PUD (Multi-Family Residential District with a Planned Unit Overlay District) located on the west side of South Houk Road just north of Arthur Place.
17. CONSIDERATION of RESOLUTION No. 17-23, a resolution authorizing the City to participate in joint litigation to challenge the Micro Wireless Facility Provisions of Senate Bill 331, passed by The Ohio General

Assembly in 2016.

18. FINANCE DIRECTOR'S REPORT
19. CITY MANAGER'S REPORT
20. COUNCIL COMMENTS
21. ADJOURNMENT

RECORD OF PROCEEDINGS

Minutes of

Delaware City Council

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held March 13 20 17

6:30 EXECUTIVE SESSION: Vice-Mayor Shafer motioned to enter into executive session at 6:30 p.m. This motion was seconded by Mr. Rohrer and approved by a 6-0 vote. Council met in executive session 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, Fourth Ward Kyle Rohrer, At Large George Hellinger, Vice-Mayor Kent Shafer, and Mayor Carolyn Kay Riggle. Absent from the discussion was Third Ward Joe DiGenova. Following the discussion at 6:57 p.m., it was moved by Mayor Riggle that Council move into Open session, seconded by Vice-Mayor Shafer and approved by a 6-0 vote.

The regular meeting of Council held March 13, 2017 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, Fourth Ward Kyle Rohrer, At Large George Hellinger, Vice-Mayor Kent Shafer, and Mayor Carolyn Kay Riggle who presided. Absent from the meeting was Third Ward Joe DiGenova. The invocation was given by Pastor Jason Allison, followed by the Pledge of Allegiance.

Staff Present: Darren Shulman, City Attorney, Dean Stelzer, Finance Director, Dave Efland, Planning and Community Development Director, Brad Stanton, Director of Public Utilities, John Donahue, Fire Chief, Bill Ferrigno, Public Works Director/City Engineer, and Tom Homan, City Manager

Motion to Excuse: Vice-Mayor Shafer moved to excuse Mr. DiGenova, seconded by Mr. Hellinger. Motion approved by a 6-0 vote.

ITEM 4: APPROVAL OF MINUTES

APPROVAL of the Motion Summary of the regular meeting of Council held February 27, 2017, as recorded and transcribed.

Motion: Vice-Mayor Shafer moved to approve the Motion Summary of the regular meeting of Council held February 27, 2017, as recorded and transcribed, seconded by Mr. Hellinger. Motion approved by a 6-0 vote.

ITEM 5: CONSENT AGENDA

- A. Acceptance of the Motion Summary for the Recreation Levy Sub-Committee Meeting held on June 22, 2015.
B. Acceptance of the Motion Summary of the Historic Preservation Commission Meeting held on November 30, 2016.
C. Acceptance of the Motion Summary for the Shade Tree Commission Meeting held on January 24, 2017.
D. Acceptance of the Motion Summary for the Planning Commission Meeting held on February 1, 2017.
E. Resolution No. 17-16, a resolution appointing/reappointing members to various Boards, Commissions, and/or Committees, and specifying the term of the appointments.
F. Resolution No. 17-17, a resolution accepting the recommendations of the Delaware City Tax Incentive Review Council (TIRC) on the status of the 2016 Community Reinvestment Area (CRA), Enterprise

RECORD OF PROCEEDINGS

Minutes of

Delaware City Council

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held March 13 20 17

- G. Zone (EZ) and Tax Increment Financing Programs (TIF). Resolution No 17-18, a resolution supporting the submittal of a grant application to the Local Government Innovation Fund in order to fund a feasibility study to examine cost saving opportunities from fleet vehicle alternative fuel use.
- H. Establish April 10, 2017 at 7:15 p.m. as a date and time for public comment and third reading of Resolution No. 17-20, a resolution adopting the City of Delaware Bike Plan 2025.
- I. Establish March 27, 2017 at 7:15 p.m. as a date and time for a public hearing and second reading of Ordinance No. 17-16, an ordinance approving an amendment to Chapter 1168.07 replacement of removed trees of Chapter 1168 Tree Preservation Regulations of the Planning and Zoning Code.

Motion: Mrs. Keller moved to remove item H from the Consent Agenda for further discussion and public input, seconded by Vice-Mayor Shafer. Motion approved by a 6-0 vote.

Motion: Vice-Mayor Shafer moved to approve the Consent Agenda, with the exclusion of Item H, seconded by Mr. Hellinger. Motion approved by a 6-0 vote.

ITEM 6: LETTERS, PETITIONS, AND PUBLIC COMMENTS

Patricia Belch
45 Hillside Drive
Delaware, Ohio 43015

Ms. Belch discussed concerns by herself and others regarding the Bike Plan 2025 and the request to remove the path on the Delaware Run from the plan. Ms. Belch voiced concerns on safety and environmental that the path would have impact on.

ITEM 7: COMMITTEE REPORTS

Mr. Shafer provided information Council that plans for future discussion of the Solid Waste Management Program will occur at the upcoming Public Works meeting.

Elaine McCloskey provided an update on the recent certification awarded by Heritage Ohio to Main Street Delaware.

ITEM 8: PRESENTATIONS

- A. Proclamation presentation to Delaware Hayes' Girls Swimming Conference Champions and State Swimming Meet Qualifiers.

ITEM 9: RESOLUTION NO. 17-14 [Public Comment and Second Reading]

A RESOLUTION AUTHORIZING THE INSTALLATION OF CERTAIN TRAFFIC CONTROL SIGNAGE TO ESTABLISH A NO PARKING ANYTIME ZONE ON THE SOUTH SIDE OF LEXINGTON BOULEVARD AND BUEHLER DRIVE FROM 105 FEET WEST OF THISTLE DRIVE TO 95 FEET SOUTHEAST OF THE LEXINGTON BOULEVARD AND BUEHLER DRIVE INTERSECTION AND THE EXTENSION OF THE NO PARKING HERE TO CORNER ZONE ON THE NORTH SIDE OF LEXINGTON BOULEVARD AND BUEHLER DRIVE TO 40 FEET WEST OF THISTLE DRIVE AND 25 FEET SOUTHEAST OF THE LEXINGTON BOULEVARD AND BUEHLER DRIVE INTERSECTION.

RECORD OF PROCEEDINGS

Minutes of

Delaware City Council

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held March 13 20 17

The Clerk read the resolution for the second time.

Public Comment:

Christina Chambers
265 Lexington Blvd.
Delaware, Ohio 43015

Ms. Chambers requested the removal of a proposed No Parking Signage at the corner of Buehler Drive as there is a fire hydrant in the area and would impact site visability.

Motion: Vice-Mayor Shafer moved to adopt Resolution No. 17-14, seconded by Mr. Hellinger. Motion approved by a 6-0 vote.

ITEM 10: RESOLUTION NO. 17-15 [Second Reading]

A RESOLUTION ADOPTING THE PROPOSED CHANGES TO THE USER FEES FOR HIDDEN VALLEY GOLF COURSE.

The Clerk read the resolution for the second time.

ITEM 11: ORDINANCE NO. 17-10 [Second Reading]

AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF NOTES IN THE MAXIMUM AGGREGATE PRINCIPAL AMOUNT OF \$11,015,000 IN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING THE COSTS OF VARIOUS PUBLIC INFRASTRUCTURE IMPROVEMENTS, TOGETHER WITH ALL RELATED APPURTENANCES THERETO, AND DECLARING AN EMERGENCY.

The Clerk read the ordinance for the second time.

ITEM 12: ORDINANCE NO. 17-11 [Public Hearing and Second Reading]

AN ORDINANCE AMENDING SECTIONS 913.03(A) AND 913.14 OF CHAPTER 913 OF THE CODIFIED ORDINANCES OF THE CITY OF DELAWARE, OHIO ESTABLISHING TAP FEES AND WATER RATES AND REPEALING EXISTING SECTIONS 913(A) AND 913.14.

The Clerk read the ordinance for the second time.

There was no public comment.

ITEM 13: ORDINANCE NO. 17-12 [Public Hearing and Second Reading]

AN ORDINANCE AMENDING THE REFUSE COLLECTION AND UTILITY SERVICES PORTIONS OF THE SCHEDULE OF FEES AND SERVICES CHARGES.

The Clerk read the ordinance for the second time.

There was no public comment.

ITEM 14: RESOLUTION NO. 17-19 [First Reading]

A RESOLUTION IN SUPPORT OF A SISTER CITY VISIT TO SAKATA, JAPAN.

RECORD OF PROCEEDINGS

Minutes of

Delaware City Council

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held March 13 20 17

The Clerk read the resolution for the first time.

Public Comment:

Rand Guebert
Chairman of Sister City Advisory Board
265 W. Fountain Avenue
Delaware, Ohio 43015

Mr. Guebert discussed the efforts by the Sister City Advisory Board to build relationships in Sakata, Japan and other cities. Mr. Guebert discussed the economic benefits to the relationship. Mr. Guebert presented to Council the 2016 Sister City Advisory Board Report.

Motion: Mr. Jones moved to adopt Resolution No. 17-19, seconded by Mrs. Keller. Motion approved by a 4-1 (Hellinger)-1 (Riggle) vote.

ITEM 15: RESOLUTION NO. 17-20 [First Reading]
A RESOLUTION ACCEPTING THE CITY OF DELAWARE'S BIKE MASTER PLAN 2025.

The Clerk read the resolution for the first time.

Mr. Miller discussed plans for Stantec to present the plan at the April 10, 2017 meeting.

Motion: Mrs. Keller moved to approve Item H on the Consent Agenda, seconded by Vice-Mayor Shafer. Motion approved by a 6-0 vote.

A time for public comment has been scheduled for April 10, 2017 at 7:15 p.m.

ITEM 16: ORDINANCE NO. 17-13 [First Reading]
AN ORDINANCE NAMING ACTING CITY CLERKS FOR THE CITY OF DELAWARE, AND DECLARING AN EMERGENCY.

The Clerk read the ordinance for the first time.

Motion: Mr. Rohrer moved to suspend the rules for Ordinance No. 17-13, seconded by Vice-Mayor Shafer. Motion approved by a 6-0 vote.

Motion: Mr. Rohrer moved to enact the emergency clause for Ordinance No. 17-13, seconded by Vice-Mayor Shafer. Motion approved by a 6-0 vote.

Motion: Mr. Rohrer moved to adopt Ordinance No. 17-13, seconded by Vice-Mayor Shafer. Motion approved by a 6-0 vote.

ITEM 17: ORDINANCE NO. 17-14 [First Reading]
AN ORDINANCE PERMITTING THE SALE AND CONSUMPTION OF ALCOHOL BY THE GREENSWELL FOUNDATION C/O NEW MOON HALF & QUARTER MARATHON EVENT TO BE HELD MAY 27, 2017, COURSE MAP ATTACHED HERETO, IN THE CITY OF DELAWARE.

The Clerk read the ordinance for the first time.

APPLICANT:
Craig Thompson

RECORD OF PROCEEDINGS

Minutes of

Delaware City Council

Meeting

BEAR GRAPHICS 800-325-6094 FORM NO. 10148

Held March 13 20 17

8917 South Old State Rd
Lewis Center, Ohio

Mr. Thompson discussed the demographics of the event.

Motion: Vice-Mayor Shafer moved to suspend the rules for Ordinance No. 17-14, seconded by Mr. Hellinger. Motion approved by a 6-0 vote.

Motion: Vice-Mayor Shafer moved to adopt Ordinance No. 17-14, seconded by Mr. Hellinger. Motion approved by a 6-0 vote.

ITEM 18: ORDINANCE NO. 17-15 [First Reading]

AN ORDINANCE DECLARING STRUCTURES LOCATED AT 821 CHESHIRE ROAD AS NOT NEEDED FOR MUNICIPAL PURPOSES, AUTHORIZING THE SALE OF THE STRUCTURES AT AUCTION, AND DECLARING AN EMERGENCY.

The Clerk read the ordinance for the first time.

Motion: Mrs. Keller moved to suspend the rules for Ordinance No. 17-15, seconded by Mr. Rohrer. Motion approved by a 6-0 vote.

Motion: Mrs. Keller moved to enact the emergency clause for Ordinance No. 17-15, seconded by Mr. Rohrer. Motion approved by a 6-0 vote.

Motion: Mrs. Keller moved to adopt Ordinance No. 17-15, seconded by Mr. Rohrer. Motion approved by a 6-0 vote.

ITEM 19: ORDINANCE NO. 17-16 [First Reading]

AN ORDINANCE APPROVING AN AMENDMENT TO CHAPTER 1168.07 REPLACEMENT OF REMOVED TREES OF CHAPTER 1168 TREE PRESERVATION REGULATIONS OF THE PLANNING AND ZONING CODE.

The Clerk read the ordinance for the first time.

A public hearing has been scheduled for March 27, 2017 at 7:15 p.m.

ITEM 20: ORDINANCE NO. 17-17 [First Reading]

AN ORDINANCE SUPPLEMENTING THE 2017 APPROPRIATIONS ORDINANCE TO PROVIDE FUNDING FOR ISSUANCE OF REFUNDS RECEIVED FOR A FIRE LOSS THAT OCCURRED AT 48 HIGH STREET, AND DECLARING AN EMERGENCY.

The Clerk read the ordinance for the first time.

Motion: Mr. Hellinger moved to suspend the rules for Ordinance No. 17-17, seconded by Vice-Mayor Shafer. Motion approved by a 6-0 vote.

Motion: Mr. Hellinger moved to enact the emergency clause for Ordinance No. 17-17, seconded by Vice-Mayor Shafer. Motion approved by a 6-0 vote.

Motion: Mr. Hellinger moved to adopt Ordinance No. 17-17, seconded by Vice-Mayor Shafer. Motion approved by a 6-0 vote.

ITEM 21: ORDINANCE NO. 17-18 [First Reading]

AN ORDINANCE ACCEPTING THE ANNEXATION OF 2.856 ACRES OF

RECORD OF PROCEEDINGS

Minutes of

Delaware City Council

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held March 13 20 17

LAND, MORE OR LESS, DESCRIPTION AND MAP ARE ATTACHED HERETO AS EXHIBITS "A" AND "B" FOR THE ANNEXATION KNOWN AS FIRE STATION #304 ANNEXATION BY DAVID MOSER, AGENT FOR THE PETITIONERS, THE CITY OF DELAWARE.

The Clerk read the ordinance for the first time.

Motion: Vice-Mayor Shafer moved to suspend the rules for Ordinance No. 17-18, seconded by Mr. Hellinger. Motion approved by a 6-0 vote.

Motion: Vice-Mayor Shafer moved to adopt Ordinance No. 17-18, seconded by Mr. Hellinger. Motion approved by a 6-0 vote.

ITEM 22: ORDINANCE NO. 17-19 [First Reading] AN ORDINANCE FOR T&R PROPERTIES APPROVING A FINAL DEVELOPMENT PLAN FOR THE ENCLAVE AT ADALEE CONSISTING OF 96 SINGLE FAMILY ATTACHED UNITS ON APPROXIMATELY 15.18 ACRES ZONED R-6 PUD (MULTI-FAMILY RESIDENTIAL DISTRICT WITH A PLANNED UNIT OVERLAY DISTRICT) LOCATED ON THE WEST SIDE OF SOUTH HOUK ROAD JUST NORTH OF ARTHUR PLACE.

The Clerk read the ordinance for the first time.

ITEM 23: ORDINANCE NO. 17-20 [First Reading] AN ORDINANCE FOR T&R PROPERTIES APPROVING A FINAL SUBDIVISION PLAT PLAN FOR THE ENCLAVE AT ADALEE CONSISTING OF 96 SINGLE FAMILY ATTACHED UNITS ON APPROXIMATELY 15.18 ACRES ZONED R-6 PUD (MULTI-FAMILY RESIDENTIAL DISTRICT WITH A PLANNED UNIT OVERLAY DISTRICT) LOCATED ON THE WEST SIDE OF SOUTH HOUK ROAD JUST NORTH OF ARTHUR PLACE.

The Clerk read the ordinance for the first time.

ITEM 24: CITY MANAGER'S REPORT Mr. Homan provided information on upcoming meetings for the Health District and an organizational meeting for the upcoming Ironman.

Mr. Homan provided information on the potential Greenwood Lake Camp property available.

ITEM 25: COUNCIL COMMENTS Mayor Riggle provided an update on the delegation that will be attending Sakata.

RECORD OF PROCEEDINGS

Minutes of

Delaware City Council

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held March 13 2017

ITEM 26: ADJOURNMENT

Motion: Mr. Rohrer moved to adjourn the meeting, seconded by Mr. Jones. The meeting adjourned at 8:22 p.m.

Mayor Carolyn Kay Riggle

Elaine McCloskey, Council Clerk

**BOARD OF ZONING APPEALS
MOTION SUMMARY
October 12, 2016**

ITEM 1. Roll Call

Chairman Dick called the meeting to order at 7:00 p.m.

Members Present: Beth Fisher, Adam Vaughn, Todd Daughenbauh, Councilman George Hellinger, Vice-Chairman Paul Junk, and Chairman Matt Dick.

Staff Present: Lance Schultz, Zoning Administrator

ITEM 2. Approval of the Motion Summary of the Board of Zoning Appeals meeting held on June 8, 2016, as recorded and transcribed.

Motion: Vice-Chairman Junk moved to approve the Motion Summary for the Board of Zoning Appeals held on June 8, 2016 meeting, seconded by Mr. Vaughn. Motion approved by a 6-0 vote.

ITEM 3. REGULAR BUSINESS

- A. 2016-2978: A request by Trimble Insurance for approval of a front yard building setback variance from approximately 20 feet to approximately 4 feet to construct a building addition on 0.314 acres on property zoned B-3 (Community Business District) located at 39 South Liberty Street

Chairman Dick swore in the following participants from the public:

Greg Trimble
39 South Liberty Street
Delaware, Ohio 43015

Kurt Trimble
243 Pennsylvania Avenue
Delaware, Ohio 43015

Mr. Schultz provided information on the proposed site plan and addition to the front of the building. Mr. Schultz discussed support of the project as the owners exhausted all other expansion options and that they have operated a viable and successful business since 1977. Mr. Schultz reviewed the conditions for approval.

APPLICANT:

Greg Trimble
39 South Liberty Street

Delaware, Ohio 43015

Kurt Trimble
243 Pennsylvania Avenue
Delaware, Ohio 43015

Mr. Greg Trimble discussed the growth in the business and staff and need for expansion to provide additional office space, as well as, a conference room.

Mr. Schultz discussed the engineer report regarding pedestrian traffic.

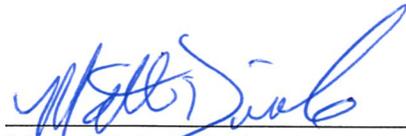
Motion: Ms. Fisher moved to approve application 2016-2978, along with all staff conditions, finding beyond a reasonable doubt that the decision factors for approval of a Variance according to Chapter 1128 of the Planning and Zoning Code are met, seconded by Councilman Hellinger. Motion approved by a 6-0 vote.

ITEM 4. BOARD MEMBER COMMENTS AND DISCUSSION

ITEM 5. NEXT REGULAR MEETING: November 9, 2016

ITEM 6. ADJOURNMENT

Motion: Mr. Daughenbaugh moved to adjourn the Board of Zoning Appeals meeting, seconded by Vice-Chairman Junk. Motion was approved by a 6-0 vote. The Board of Zoning Appeals meeting adjourned at 7:12 p.m.



Matt Dick, Chairman



Elaine McCloskey, Clerk

**PARKS AND RECREATION ADVISORY BOARD
MOTION SUMMARY
February 21, 2017**

ITEM 1. Roll Call

Chairwoman Lash called the meeting to order at 7:00 p.m.

Members Present: Joshua Bricker, Wayne Brookover, Cassie Cunningham, Bob Dalton, Angela MacWhinney, Councilmember Kyle Rohrer, Vice-Chairwoman Dianna Hibinger, and Chairwoman Allyson Lash

Members Absent: Matt Polites

City Staff Present: Ted Miller, Parks and Natural Resource Director

YMCA Staff Present: Jeremy Byers, Associate Executive Director and Roger Hanafin, Youth, Teen and Family Program Director

Motion to Excuse: Mr. Bricker moved to excuse Mr. Polites, seconded by Councilmember Rohrer. Motion approved by an 8-0 vote.

ITEM 2. APPROVAL of the Motion Summary for the meeting held January 17, 2017 as recorded and transcribed.

Motion: Mr. Dalton moved to approve the Motion Summary for the meeting held January 17, 2017 as recorded and transcribed, seconded by Mr. Brookover. Motion approved by a 7-0-1 (Rohrer) vote.

ITEM 3. PUBLIC COMMENTS

PUBLIC COMMENT:

Tom Wolber
272 Hearthstone Drive
Delaware, Ohio 43015

Mr. Wolber requested an update on the status of Riverview Park, as it was not included in the Park Index.

Dr. Dustin Reichard
Ohio Wesleyan University, Assistant Professor of Zoology
Delaware, Ohio 43015

Dr. Reichard requested to use park resources to study the American Wood Cock and the Dark-Eyed Junco birds. Dr. Reichard discussed the need to be in city

parcs around dusk and dawn for the study. Dr. Reichard provided information on his catch and release process.

Motion: Mr. Brookover moved to approve the bird study, seconded by Mr. Dalton. Motion approved by an 8-0 vote.

ITEM 4. UPDATE of YMCA Recreation Services, Programs and Events

Mr. Hanafin discussed the upcoming Mother-Son Superhero Party, and that the event has 500 registered participants. Mr. Hanafin requested the board members consider volunteering at the event, which will be held March 10, 2017.

Information was provided to the board regarding the Healthy Kids Day.

ITEM 5. RECOMMENDATION of Bike Plan

Mr. Miller reviewed the provided list of priority projects for the proposed Bike Plan.

Motion: Mr. Bricker moved to recommend to City Council the Bike Plan with the recommendation of the top 15 priority projects identified by the Parks and Recreation Board, seconded by Vice-Chairwoman Hibinger. Motion approved by an 8-0 vote.

ITEM 6 RECOMMENDATION of Hidden Valley Golf Course Strategic Plan for Sustainability

Mr. Miller reviewed the Strategic Plan for Sustainability. Mr. Bricker provided information on the recommendation for alcohol sales at the golf course. A discussion was held on the potential use of volunteer rangers to monitor the use of alcohol on the course.

Mr. Dalton moved to recommend to City Council the Hidden Valley Golf Course Strategic Plan for Sustainability, seconded by Ms. MacWhinney. Motion approved by an 8-0 vote.

ITEM 7. DISCUSSION of Partnership with United Way for "Born Learning Trail"

Mr. Miller provided information regarding the "Born Learning Trail".

ITEM 8. DISCUSSION of After Care Program – Mingo Gym Facilities

Mr. Hanafin discussed the plans to have extended hours for the Summer Daycare Camp and to use part of the Mingo Gym for this time to allow for more participants in the extended hour program. Mr. Hanafin explained that the size

of the Noe-Bixby room only allows for 24 children. Mr. Hanafin discussed the ratio of children to counselors.

Mr. Hanafin and Mr. Byers discussed with the board the proposed use of the rental shelter facility at the Spray and Play for the Sports Themed Daycare Summer Camp. Mr. Hanafin discussed the request to access the shelter in the morning hours until lunch when the shelter is not being rented out.

The board plans to discuss this in further at the next scheduled meeting.

ITEM 9. UPDATE of Parks Inventory

Mr. Miller discussed the difference of pocket parks compared to neighborhood parks.

Mr. Bricker recommended that space be made for additional shelters.

ITEM 10. UPDATE of Parks Activities

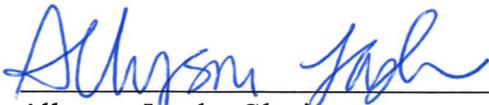
Mr. Miller provided an update regarding recommendation for a No Parking Zone to Council by the Parking and Safety Committee and the effects it will have to parking for soccer practice on Lexington Boulevard.

ITEM 11. STAFF COMMENTS

ITEM 12. MEMBERS COMMENTS

ITEM 13. ADJOURNMENT

Motion: Vice-Chairwoman Hibinger moved to adjourn the Parks and Recreation meeting, seconded by Councilmember Rohrer. The meeting adjourned at 8:34 p.m.



Allyson Lash, Chairwoman



Elaine McCloskey, Clerk



FACT SHEET

AGENDA ITEM NO: CONSENT ITEM C DATE: 03/27/17
ORDINANCE NO: RESOLUTION NO: 17-21
READING: FIRST PUBLIC HEARING: NO

TO: Mayor and Members of City Council
FROM: R. Thomas Homan, City Manager
VIA: ---

TITLE OF PROPOSED ORDINANCE/RESOLUTION:

A RESOLUTION APPOINTING MEMBERS TO VARIOUS BOARDS, COMMISSIONS, AND/OR COMMITTEES, AND SPECIFYING THE TERM OF THE APPOINTMENTS.

BACKGROUND:

REASON WHY LEGISLATION IS NEEDED:

COMMITTEE RECOMMENDATION:

FISCAL IMPACT(S):

POLICY CHANGES:

PRESENTER(S):

Carolyn Kay Riggle, Mayor

RECOMMENDATION:

ATTACHMENT(S)

emailed. 2/3/17

BZA -

Michele Kohler

From: Robert Whitmore <rswhitmore38@gmail.com>
Sent: Tuesday, January 03, 2017 4:18 PM
To: Michele Kohler
Subject: Interested Resident

1st Ward

I have retired and moved here from Union County, Millcreek Township where I have served over the past several years on the Board of Zoning, BZA, and planning committee. You can contact a trustee for Millcreek Keith Conroy for any additional information .

Robert S Whitmore
433 Ablemarle Circle
Delaware

614-582-3064



FACT SHEET

AGENDA ITEM NO: CONSENT ITEM D DATE: 03/27/2017
ORDINANCE NO: RESOLUTION NO: 17-22
READING: FIRST PUBLIC HEARING: NO

TO: Mayor and Members of City Council
FROM: R. Thomas Homan, City Manager
VIA: Bruce Pijanowski, Police Chief

TITLE OF PROPOSED ORDINANCE/RESOLUTION:

A RESOLUTION AUTHORIZING THE CITY MANAGER TO SIGN AN AGREEMENT ALLOWING THE POLICE DEPARTMENT TO OBTAIN IN CAR PRINTERS FROM THE OHIO DEPARTMENT OF PUBLIC SAFETY (ODPS).

BACKGROUND:

The City of Delaware Police Department recognizes the need to automate the current practice of filing hand written traffic citations with the Delaware Municipal Court. ODPS has received a federal grant through the Ohio Traffic Safety Office to the Ohio Traffic Records Coordinating Committee (TRCC). One of the main objectives of TRCC is to support data improvements at all levels of government and strive to minimize duplication, improve uniformity, advance electronic data collection, and facilitate data access and use. To help meet this objective, TRCC has approved the purchase of in-car printers for outside law enforcement agencies that use the Ohio Law Enforcement Information System (OLEIS) e-citation module or an ODPS approved e-citation module provided by a vendor. Obtaining the printers will allow the Police Department to be more efficient in processing citations and will also benefit the efficiency of the Municipal Court.

REASON WHY LEGISLATION IS NEEDED:

This resolution is necessary to allow the Police Department to obtain PocketJet6 in-car printers and mounting equipment from the ODPS.

COMMITTEE RECOMMENDATION:

FISCAL IMPACT(S):

No cost to the City, although the City of Delaware agrees to accept the equipment and to meet all requirements for the shelf life of the equipment, not to exceed three years from the equipment deployment date. If requirements cannot be met, the equipment must be returned to ODPS.

POLICY CHANGES:

N/A

PRESENTER(S):

Bruce Pijanowski, Chief of Police, Delaware City Police
Don Claar; Administrative Captain, Delaware City Police
Ohio Department of Public Safety

RECOMMENDATION:

Bruce Pijanowski, Chief of Police, Delaware City Police

ATTACHMENT(S)

Copy of the Agreement

MEMORANDUM OF UNDERSTANDING
Concerning the Acceptance of Equipment
from the Ohio Department of Public Safety

1. **PARTIES.** This Memorandum of Understanding (“MOU”), is made and entered into between the Ohio Department of Public Safety (“ODPS”), and with City of Delaware (“Recipient”), collectively referred to as “the Parties.”
2. **BACKGROUND.** ODPS has received a federal grant through the Ohio Traffic Safety Office to the Ohio Traffic Records Coordinating Committee (TRCC). One of the main objectives of TRCC is to support data improvements at all levels of government and strive to minimize duplication, improve uniformity, advance electronic data collection, and facilitate data access and use. To help meet this objective, TRCC has approved the purchase of in-car printers for outside law enforcement agencies that use the Ohio Law Enforcement Information System (OLEIS) e-citation module or an ODPS approved e-citation module provided by a vendor.
3. **PURPOSE.** The purpose of this MOU is to provide to Recipient with PocketJet 6 mobile printers and mounts (“equipment”) and to set forth the terms and conditions associated with accepting such equipment.
4. **EQUIPMENT.** By signing this MOU, Recipient attests that it has received the described equipment in the quantity as outlined in Attachment A which is hereby incorporated into this MOU.
5. **REQUIREMENTS.** The Recipient understands and agrees that by accepting the equipment it must meet and maintain the following requirements:
 - a. Be a full-time department who conducts traffic enforcement;
 - b. Use the OLEIS e-citation module or a private vendor e-citation module that meets rules established by ODPS;
 - c. Enter into this MOU with ODPS;
 - d. Submit Recipient’s traffic citations to a court with a Local Rule established to accept e-citations;
 - e. Have in-car computers;
 - f. Use the printers primarily for e-citations; and
 - g. Maintain the equipment and provide necessary supplies.

Recipient understands and agrees that these requirements must be met and maintained for the shelf life of the equipment, not to exceed three years from the date the equipment is deployed for use.

Recipient understands and agrees that if the Recipient fails to meet or maintain these requirements, Recipient will be required to return the equipment to ODPS.

6. **GOVERNING LAW.** This MOU is made and entered into in the State of Ohio and shall be governed and construed in accordance with the laws of Ohio.
7. **MODIFICATION.** This MOU constitutes the entire agreement between the Parties, and any changes or modifications to this MOU shall be made and agreed to by the Parties in writing.
8. **EFFECTIVE DATE.** The term of this MOU shall become effective upon the signing of both Parties.

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed, as of the day and year last written below.

Ohio Department of Public Safety

Recipient: _____

By: _____
John Born, Director

By: _____
Chief/Sheriff:

Date: _____

Date: _____

ATTACHMENT A

Equipment Description	Quantity



FACT SHEET

AGENDA ITEM NO: 8

DATE: 03/27/2017

ORDINANCE NO: 17-21

RESOLUTION NO:

READING: FIRST

PUBLIC HEARING: NO

TO: Mayor and Members of City Council

FROM: R. Thomas Homan, City Manager

VIA: Jerry Warner, Chief Building Official/ Mayor Riggle

TITLE OF PROPOSED ORDINANCE/RESOLUTION:

AN ORDINANCE APPROVING THE RENAMING OF VETERANS DRIVE TO DIGENOVA WAY.

BACKGROUND:

The late Joe DiGenova served on Delaware City Council for parts of 25 years – the most combined years in City history. Along with his many years on Council, DiGenova also served on six different City boards or commissions and was Council's liaison to the Municipal Court and City Schools. He worked with four city managers, eight mayors and 24 council members over the years. A Vietnam War Air Force veteran and Bronze Star recipient, DiGenova worked on behalf of veterans while on Council and was the driving force for the Veterans Memorial Plaza, opened on Memorial Day 2016.

REASON WHY LEGISLATION IS NEEDED:

Per ORC 723.04: The legislative authority of a municipal corporation, upon being satisfied that there is good cause for such change of name, should by ordinance, declare the name thereof changed. The original ordinance or a certified copy thereof shall be recorded in the official records of the county recorder.

COMMITTEE RECOMMENDATION: N/A

FISCAL IMPACT(S):

The cost of materials to install the signage is estimated at \$100.00 to come out of the Public Works Traffic Division annual operating budget.

POLICY CHANGES:

None

PRESENTER(S):

Carolyn Kay Riggle, Mayor

RECOMMENDATION:

Approval

ATTACHMENT(S)

Letter sent to adjoining property owner.

ORDINANCE NO. 17-21

AN ORDINANCE APPROVING THE NAME CHANGE OF
VETERANS DRIVE TO DIGENOVA WAY

WHEREAS, it has been recommended to rename Veterans Drive to DiGenova Way, to honor former Delaware City Council member Joe DiGenova, who died March 19, 2017; and

WHEREAS, Joe DiGenova served on Delaware City Council for parts of 25 years – the most combined years in City history.

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

SECTION 1. That Veterans Drive now be referred to as DiGenova Way.

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.

VOTE ON RULE SUSPENSION:

YEAS___ NAYS___
ABSTAIN ___

PASSED: _____, 2017

YEAS___ NAYS___
ABSTAIN ___

ATTEST: _____
CITY CLERK

MAYOR

Jerry Warner

From: Jackie Walker
Sent: Wednesday, March 22, 2017 9:17 AM
To: Ron Sabatino; Jerry Warner
Subject: RE: Changing of Veertans Drive to DiGenova Way

Thanks Ron. Joe's family are so honored that this change is being considered.
Jackie

Sent from my Sprint Samsung Galaxy S@ 6.

----- Original message -----

From: Ron Sabatino <rsabatino@trprop.com>
Date: 3/22/17 8:33 AM (GMT-05:00)
To: Jerry Warner <jwarner@delawareohio.net>, Jackie Walker <JWalker@delawareohio.net>
Subject: RE: Changing of Veertans Drive to DiGenova Way

Lets do it

From: Jerry Warner [<mailto:jwarner@delawareohio.net>]
Sent: Friday, March 17, 2017 8:48 AM
To: Jackie Walker <JWalker@delawareohio.net>; Ron Sabatino <rsabatino@trprop.com>
Subject: Changing of Veertans Drive to DiGenova Way

Ron,

It has been requested by City Council to change the name of Veterans Drive to DiGenova Way, in honor of Councilman Joe DiGenova's long service history for our City. Although the ORC does not require that I notify all of the abutting property owners I thought it was only respectful to do so, do you have any objections if we change the name?

723.04 Change of name, vacating, or narrowing streets on petition.

The legislative authority of a municipal corporation, on petition by a person owning a lot in the municipal corporation praying that a street or alley in the immediate vicinity of such lot be vacated or narrowed, or the name thereof changed, upon hearing, and upon being satisfied that there is good cause for such change of name, vacation, or narrowing, that it will not be detrimental to the general interest, and that it should be made, may, by ordinance, declare such street or alley vacated, narrowed, or the name thereof changed. The legislative authority may include in one ordinance the change of name, vacation, or narrowing of more than one street, avenue, or alley. The original ordinance or a certified copy thereof shall be recorded in the official records of the county recorder.

Amended by 130th General Assembly File No. 41, HB 72, §1, eff. 1/30/2014.

Effective Date: 10-01-1953 .

Jerry Warner, C.B.O.

Chief Building Official

Floodplain Administrator

Construction Manager

Office: 740-203-1651

Cell: 740-816-0900

Email: jwarner@delawareohio.net

Web: www.delawareohio.net

This message may contain confidential and/or proprietary information and is intended for the person/entity to whom it was originally addressed. Any use by others is strictly prohibited.

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(1 of 5)

X

Parcel

Parcel Number: 41922001025002

Owner Name: CITY OF DELAWARE
DELAWARE 43015

Address: 201 VETERANS DR,

Acreage: 28.31

Market Value: \$662,400

[Property Report](#) | [Auditor's Website](#)

[Zoom to Dock Window](#)

Delaware
Community
Center

S HOUK RD

VETERANS DR

BOULDER DR

HARMONY DR



FACT SHEET

AGENDA ITEM NO: 9

DATE: 03/27/2017

ORDINANCE NO:

RESOLUTION NO: 17-15

READING: THIRD

PUBLIC HEARING: NO

TO: Mayor and Members of City Council

FROM: R. Thomas Homan, City Manager

VIA: Ted Miller, Parks and Natural Resources Director

TITLE OF PROPOSED ORDINANCE/RESOLUTION:

A RESOLUTION ADOPTING THE PROPOSED CHANGES TO THE USER FEES FOR HIDDEN VALLEY GOLF COURSE.

BACKGROUND:

Following discussion by City Council regarding revenue and expenditures at the Hidden Valley Golf Course during the 2017 budget process, the Hidden Valley Golf Course Working Group was formed to review the current fee structure. Over the course of three meetings, the Hidden Valley Golf Course Working Group met to discuss changes to the fees and other impacts, all included to make the course become more self-sustaining. The proposed changes were forwarded to the Parks and Recreation Advisory Board for their consideration. The Parks and Recreation Advisory Board endorsed the proposed changes for the 2017 season and requested City Council's adoption.

REASON WHY LEGISLATION IS NEEDED:

To increase revenues at Hidden Valley Golf Course and to align prices to be competitive with regional averages.

COMMITTEE RECOMMENDATION:

The Hidden Valley Working Group proposed the changes at their November 29, 2016, meeting and the Parks and Recreation Advisory Board endorsed the changes at their January 17, 2017, meeting.

FISCAL IMPACT(S):

The changes should increase the total revenue generated at the Hidden Valley Golf Course during the 2017 season and will result in the reduction of general fund transfers.

POLICY CHANGES:

N/A

PRESENTER(S):

Ted Miller, Parks and Natural Resources Director

RECOMMENDATION:

Approval

ATTACHMENT(S)

Hidden Valley Working Group Notes of November 29, 2016
Parks and Recreation Advisory Board Motion Summary of January 17, 2017
2016 Regional Golf Course Rate Comparison

RESOLUTION NO. 17-15

A RESOLUTION ADOPTING THE PROPOSED CHANGES TO THE USER FEES FOR HIDDEN VALLEY GOLF COURSE.

WHEREAS, the Hidden Valley Working Group reviewed the current rate structure for user fees at Hidden Valley Golf Course; and

WHEREAS, recommended changes to the existing rate structure for the 2017 season to the Parks and Recreation Advisory Board; and

WHEREAS, the Parks and Recreation Advisory Board endorses the recommend rate structure changes for the 2017 season as outlined in the attached exhibit; and

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

SECTION 1. Adopt the proposed rate structure changes for the 2017 season at Hidden Valley Golf Course as outlined in the attached exhibit.

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

PASSED: _____, 2017 YEAS___ NAYS___
ABSTAIN ___

ATTEST: _____ CITY CLERK
_____ MAYOR

2017
HIDDEN VALLEY GOLF COURSE
PRICING PROPOSAL

- Memberships and Punch Card Rates will remain the same for 2017
- Riding Carts will be \$6.00/9 holes and \$9.00 for 18 holes
- Single and Senior rates will be increased by \$0.50 for the first 9 holes for all time periods with the second 9 holes being an extra \$4.50
- A new “Junior Student” category will be created; this will be for up to 12 years old and rates for 9 holes will be \$5.00 M-F and \$6.00 Sat, Sun & Holidays
- The “Student” category will be for ages 13-22 years old and the rates will be \$7.00 M-F and \$8.00 Sat, Sun & Holidays

Comparison of current and proposed fees:

CURRENT

Classification	9 Holes M-F	18 Holes M-F	9 Holes Sat/Sun/Hol	18 Holes Sat/Sun/Hol
Single	\$8.50	\$13.00	\$9.50	\$13.50
Senior/Veteran	\$8.00	\$12.50	\$9.00	\$13.00
Student	\$8.00	\$12.50	\$9.00	\$13.00

PROPOSED

Classification	9 Holes M-F	18 Holes M-F	9 Holes Sat/Sun/Hol	18 Holes Sat/Sun/Hol
Single	\$9.00	\$13.50	\$10.00	\$14.00
Senior/Veteran	\$8.50	\$13.00	\$9.50	\$13.50
Junior Student	\$5.00	\$9.50	\$6.00	\$10.50
Student	\$7.00	\$11.50	\$8.00	\$12.50

Hidden Valley Working Group

MEETING DATE 11/29/16

NAME	PRESENT	ABSENT
Josh Bricker	X	
Brain Canavan	X	
Scott Fanok		X
Khris Kohler	X	
Linda Mathews	X	
Ted Miller	X	
Lucas Ratliff	X	
Ed Schlote	X	
Cindy Sheets	X	
Jeff Taylor		X
Scott Zagorski	X	

Also in attendance were:

Brandon Klein from The Delaware Gazette
Tom Wolber

Meeting held at Hidden Valley Golf Course Clubhouse
Meeting began at 7:06 p.m.

DISCUSSION:

Members were introduced.

Ted Miller provided an overview of the responsibilities for group, with the focus of tonight's meeting being items #1 (Hours of Operation) and # 2 (Pricing) from the Discussion Topics listing. He noted that the list of Discussion Topics contained those the City identified, but that there may be more that the group identifies. He also reviewed the budget information contained in the packet of information distributed to members prior to the meeting.

Hours of Operation

Discussed historical data on when the course has been open previously.

Method of notifying the public when the course is open/closed; use of voicemail for calling inquiries and social media (Twitter, Facebook, etc.). Possible establishment of Parks Twitter account for this method and also links with City's Facebook account.

Daily hours of operation suggested to be 7 am during peak season, 9-10 am when frost on course/colder temperatures. Last tee time for day has typically been 1 hr before sunset and 1.5 hr before sunset for driving range. This may be adjusted if a cover is acquired so range balls can be collected when range is being utilized. City will look at the cost of fabricating protective cover.

Memberships will be listed as being active for the time period April 1-October 31, and if weather allows for course to be open at times in excess of these dates, that is a "bonus" for the members and the memberships will be honored for the extra time.

Marketing options were also discussed and will be looked at in more depth at future meetings.

Pricing for individual rounds, memberships, punch cards, and other amenities were discussed. The proposal that will be forwarded to the Parks and Recreation Board for review and then council approval included:

- Memberships and Punch Card Rates will remain the same for 2017
- Riding Carts will be \$6.00/9 holes and \$9.00 for 18 holes
- Single and Senior rates will be elevated by \$0.50 for the first 9 holes for all time periods with the second 9 holes being an extra \$4.50
- A new "Junior Student" category will be created; this will be for up to 12 years old and rates for 9 holes will be \$5.00 M-F and \$6.00 Sat, Sun & Holidays
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PROPOSED

Classification	9 Holes M-F	18 Holes M-F	9 Holes Sat/Sun/Hol	18 Holes Sat/Sun/Hol
Single	\$9.00	\$13.50	\$10.00	\$14.00
Senior/Veteran	\$8.50	\$13.00	\$9.50	\$13.50
Junior Student	\$5.00	\$9.50	\$6.00	\$10.50
Student	\$7.00	\$11.50	\$8.00	\$12.50

Question raised as to whether there are any liability issues from the city's perspective if fees are required for play on the course during off season/winter time periods or should they be considered "donations".

The next meeting will be held at Hidden Valley Clubhouse on Wednesday, December 14th at 7:00 pm.

Discussion was held on the change of venue to Ohio Wesleyan University for the Daddy Daughter Dance. Mr. Byers informed the Board that there were over 400 participants for the event.

Mr. Byers requested volunteers for the upcoming Mother Son Superhero Party.

ITEM 7. RECOMMENDATION of Bike Plan

Mr. Miller provided a background history on the development of the Bike Plan. Mr. Miller informed the Board that the Planning Commission will also be reviewing the plan for additional recommendations.

The Board requested an updated list of priority projects for the proposed Bike Plan. The Board discussed the focus to be on connectivity and maintenance.

ITEM 8. RECOMMENDATION Rate Changes and Hours of Operation for Hidden Valley Golf Course

Mr. Miller discussed the recommendations and proposed changes recommended by the Hidden Valley Golf Course Working Group. Mr. Miller discussed proposed rate changes and set a season for membership cards. Mr. Miller informed the Board of the current progress of a Management Plan.

Motion: Mr. Bricker moved to accept the proposed changes, seconded by Mr. Dalton. Motion approved by a 6-0 vote.

ITEM 9. UPDATE of Parks Activities

Mr. Miller provided the Board with a working draft for the Park Index 2016. Mr. Miller requested that the members review the draft and provided recommendations and opinions.

Mr. Miller provided an update on the non-motorized boat ramps.

ITEM 10. STAFF COMMENTS

Ms. Mathews provided an update on the Cricket Club and their request for field usage with a permanent pitch.

ITEM 11. MEMBERS COMMENTS

ITEM 12. ADJOURNMENT

Motion: Vice-Chairwoman Hibinger moved to adjourn the Parks and Recreation meeting. The meeting adjourned at 7:40 p.m.

CENTRAL OHIO GOLF COURSE RATE COMPARISON

Course	Hidden Valley Golf Course (HV/GCC)	Broadview Golf Course Pataskala	Big Walnut Sunbury	The Golf Depot at Central Park Gahanna	Indian Hills Granville	Forest Hills Springfield	Pleasant Valley Lancaster*	Little Bear Lewis Center	Greenacres Marion	Gahanna Municipal Golf Course	Blacklick Woods *	Local Comparison		
												Oakhaven	Millcreek	
Type	9 hole course- par 27	9 hole course- par 35	9 hole course- par 32	9 hole course- par 27	9 hole course- par 36	9 hole course- par 27	9 hole course- par 27	10 hole course- par 30	18 hole course- par 60	9 hole course- par 35	9 hole course- par 27	18 hole	18 hole	
Owned	Public	Private	Private	Private	Private	Private	Private	Private	Private	Public	Public	Private	Private	
Average (not including HVGC)														
Difference														
RATES														
Monday - Friday														
Single - 9 Holes	\$8.50	\$11.00	\$10.00	\$15.00	\$10.00	\$6.00	\$7.00	\$12.00	\$8.00	\$11.00	\$7.00	\$16.00	\$28.00	\$14.00
Senior - 9 Holes	\$8.00	\$11.00	\$9.00	\$12.00	\$9.00	\$6.00	\$7.00	\$12.00	\$8.00	\$9.00	\$7.00	\$13.00	\$25.00	\$13.00
Student - 9 Holes	\$8.00	\$11.00	\$5.00	\$12.00	\$10.00	\$6.00	\$7.00	\$12.00	\$8.00	\$9.00	\$6.00	\$16.00	\$28.00	\$13.00
Additional 9 Holes	\$4.50	\$3.50	\$5.00	\$15.00	\$4.00	\$6.00	\$7.00	\$12.00	\$6.00	\$4.00	\$7.00	\$6.95		
Weekends & Holidays														
Single - 9 Holes	\$9.50	\$12.00	\$10.00	\$15.00	\$11.00	\$9.00	\$7.00	\$14.00	\$8.00	\$11.00	\$8.00	\$25.00	N/A	\$20.00
Senior - 9 Holes	\$9.00	\$12.00	\$9.00	\$12.00	\$11.00	\$9.00	\$7.00	\$12.00	\$8.00	\$11.00	\$8.00	\$25.00	N/A	\$20.00
Student - 9 Holes	\$9.00	\$12.00	\$5.00	\$12.00	\$11.00	\$9.00	\$7.00	\$12.00	\$8.00	\$11.00	\$8.00	\$25.00	N/A	\$20.00
Additional 9 Holes	\$4.50	\$3.50	\$5.00	\$15.00	\$4.00	\$9.00	\$7.00	\$14.00	\$7.00	\$4.00	\$8.00	\$7.65		
Driving Range														
Small Bucket	\$3.00	N/A	\$3.00	\$5.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$6.00	N/A	N/A
Medium Bucket	\$4.00		\$4.00	\$8.00								\$12.00	N/A	N/A
Large Bucket	\$6.00		\$6.00	\$10.00								\$8.00	\$10.00	N/A
Jumbo Bucket	\$10.00			\$15.00									\$17.00	N/A
Carts / Clubs														
Pull Cart - 9 Holes	\$2.00	N/A	N/A	\$2.50	N/A	N/A	N/A	\$3.00	N/A	\$2.00	\$3.00	N/A	N/A	N/A
Pull Cart - 18 Holes	\$3.00			\$5.00				\$6.00		\$4.00	\$6.00	N/A	N/A	N/A
Riding Cart - 9 Holes	\$6.00	\$5.50	\$2.50	PP	\$6.00	N/A	N/A	\$12.00	\$2.00	\$6.00	\$6.00	\$6.00	N/A	\$7.00
Riding Cart - 18 Holes	\$7.50	\$8.50	\$2.50	PP	\$6.00	\$5.00		\$12.00	\$5.00	\$10.00	\$11.00	\$7.19	\$5.00	\$5.00
Rental Clubs - 9 Holes	\$2.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$5.00	\$5.00	N/A	N/A	N/A
Rental Clubs - 18 Holes	\$4.00									\$10.00	\$10.00	\$10.00	N/A	N/A

* - course also has an 18 hole course, prices reflect 9 hole course only

#- course has a resident and non-resident fee which adds \$2.00 to the greens fees only

PP - Per Person



FACT SHEET

AGENDA ITEM NO: 10

DATE: 03/27/17

ORDINANCE NO:

RESOLUTION NO: 17-20

READING: SECOND

PUBLIC HEARING: NO
April 10, 2017 at 7:15 p.m.
Public Comment

TO: Mayor and Members of City Council

FROM: R. Thomas Homan, City Manager

VIA: Ted Miller, Parks and Natural Resource Director

TITLE OF PROPOSED ORDINANCE/RESOLUTION:

A RESOLUTION ACCEPTING THE CITY OF DELAWARE'S BIKE MASTER PLAN 2025.

BACKGROUND:

The City of Delaware entered into a contract in June of 2015 with Stantec Consulting Services to perform an update of the bike plan for the City. The plan and recommendations were presented to the Parks and Recreation Board on October 18, 2016.

REASON WHY LEGISLATION IS NEEDED:

The adoption of the Bike Plan 2025 outlines and ranks the proposed projects to be implemented.

COMMITTEE RECOMMENDATION:

The action is being taken as a result of the Parks and Recreation Board recommendation at the February 21, 2017 meeting. The Planning Commission recommended approval at the March 01, 2017 meeting.

FISCAL IMPACT(S):

The fiscal impacts are on an annual basis and will be partially offset by impact fees and grants.

POLICY CHANGES:

Various

PRESENTER(S):

Ted Miller, Parks and Natural Resource Director

RECOMMENDATION:

Approval

ATTACHMENT(S)

Bike Plan 2025

Priority Trail Projects- east

Priority Trail Projects-west

Priority Trail Projects-south



DRAFT



BIKE PLAN 2025

September 2016



Prepared for:
City of Delaware, Ohio
1 S. Sandusky Street
Delaware, Ohio 43015



Authored by:
Stantec Consulting Services
1500 Lake Shore Drive, Ste. 100
Columbus, Ohio 43204

1. Executive Summary

This document, Delaware's third bike network plan, has a 10 year planning horizon. The planning process included an assessment of existing conditions, a public engagement and visioning process, and recommendations to implement the vision.

This vision is that, by 2025, "Delaware [will be] a bike-friendly city, with a complete bike network which allows bicyclists of varying age, skill, and ability to safely travel across the city and beyond."

Existing Conditions

In communities across the country, bicycling for recreation, and increasingly for transportation, is desired. In Delaware, existing and prospective residents value the ability to bike across the city and to local destinations.

Most neighborhood streets in the City of Delaware are fairly bikeable for a range of users; however, many of these mostly residential areas are not connected to each other or area destinations. Barriers such as railroads, busy roadways, and disconnected and non-adjacent development impact connectivity.

The City and developers have made significant strides to construct multi-use paths to improve connectivity; however, the system is largely disconnected. More investment is needed to close gaps, improve crossing safety, and address some difficult and expensive corridors. At the same time, the City's existing paths are aging, and the budget to maintain its 15 miles of city-maintained paths is insufficient.

Residents seem to value the path network, particularly for recreation; however, there are few if any events to encourage biking or a local bike culture sought by millennials and others.

Public Engagement

Those who participated in this planning process said they want a safe network which allows trips across the city and to community amenities. While the existing network is mostly comprised of multi-use path, there is support for on-road bike facilities. Further, there is support for large, system expansion projects; however, most say the system has gaps and safety problems which also need to be addressed.

Recommendations

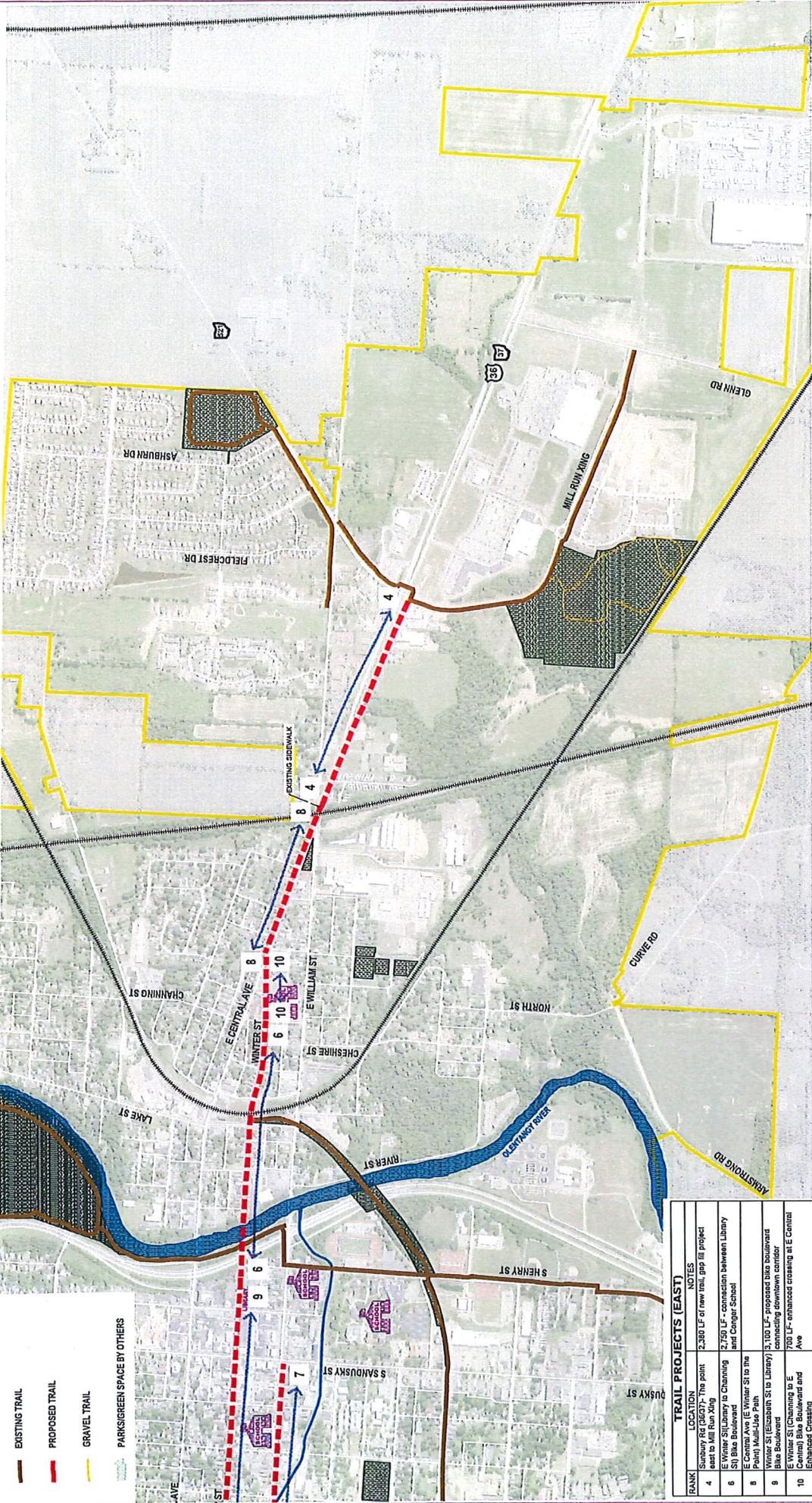
This plan outlines over \$14 million in projects to be implemented over the next 10 years. Projects to be implemented in the short and medium term are generally safety and gap-closing projects, or about \$4 million. These also include miles of on-road facilities such as bike boulevards, defining neighborhood streets as bikeways, and also road diet projects where wide or under-utilized travel lanes may be repurposed as bike lanes, a center turn lane, and/or on-street parking.

The remaining projects focus on better connections across the City such as along Delaware Run, the Springfield Branch rail spur, and along US-23, to be implemented as grants and roadway improvements allow.

Beyond infrastructure, the plan outlines program and policy changes to improve biking in the City of Delaware.

TRAIL PLAN 2016
PRIORITY TRAIL PROJECTS-EAST

- LEGEND**
- MUNICIPALITY BOUNDARY
 - RIVER/STREAM
 - CITY OF DELAWARE PARKS
 - EXISTING TRAIL
 - PROPOSED TRAIL
 - GRAVEL TRAIL
 - PARKS/GREEN SPACE BY OTHERS



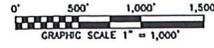
TRAIL PROJECTS (EAST)	
RANK	LOCATION
4	Sunbury Rd (3607) - The point east to Mill Run Xing
6	E Winter St (Library to Channing St) Blake Boulevard
8	E Central Ave (E Winter St to the River)
9	Winter St (Channing St to Library) Blake Boulevard
10	E Winter St (Channing to E Central) Blake Boulevard and Enhanced Crossing

NOTES

- 2,380 LF of new mill, gip fill project
- 2,750 LF - connection between Library and Conger School
- 3,100 LF - proposed bike boulevard connecting downtown corridor
- 700 LF - enhanced crossing at E Central Ave

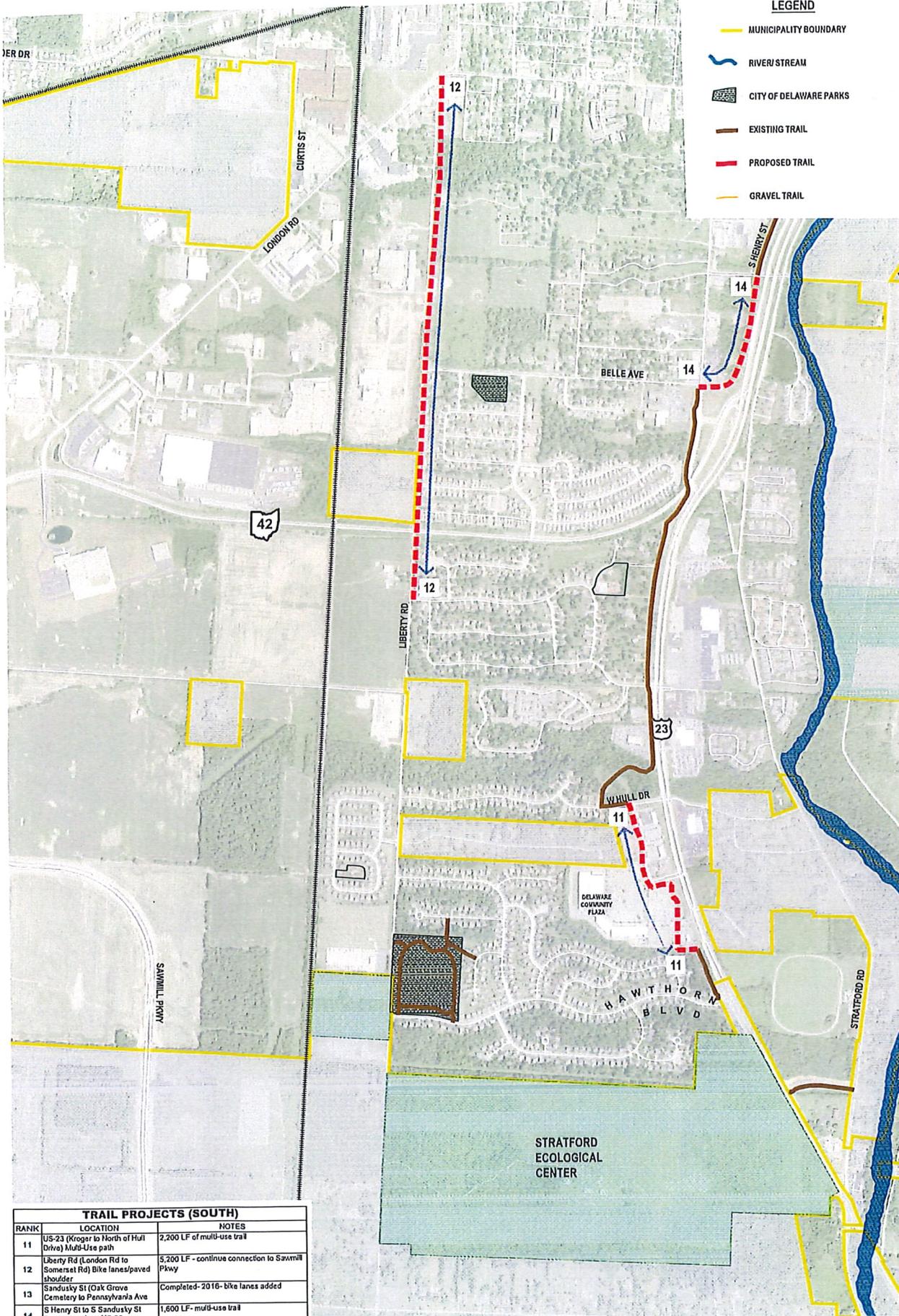
TRAIL PLAN 2016

PRIORITY TRAIL PROJECTS- SOUTH



LEGEND

-  MUNICIPALITY BOUNDARY
-  RIVER/STREAM
-  CITY OF DELAWARE PARKS
-  EXISTING TRAIL
-  PROPOSED TRAIL
-  GRAVEL TRAIL

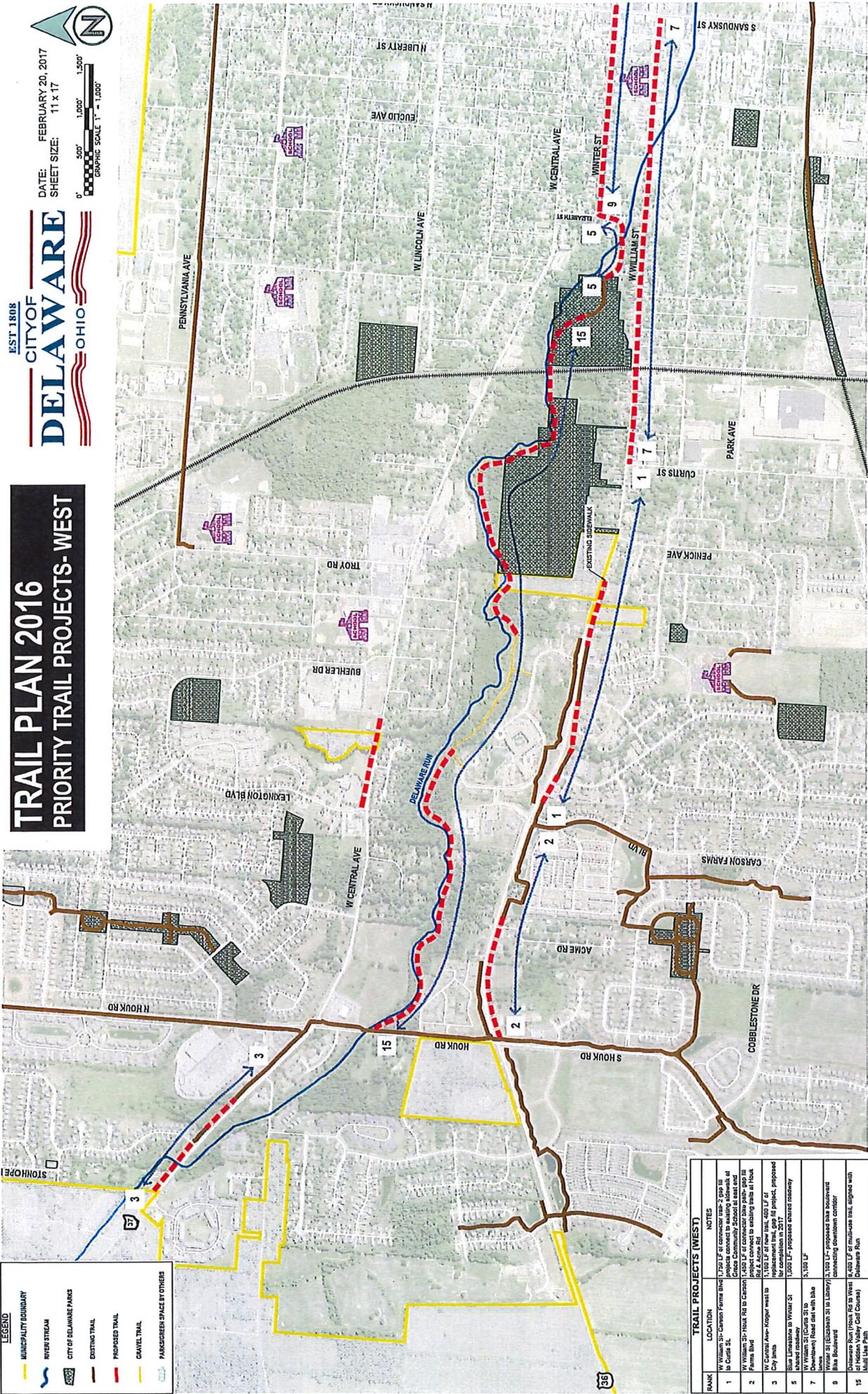


TRAIL PROJECTS (SOUTH)		
RANK	LOCATION	NOTES
11	US-23 (Kroger to North of Hull Drive) Multi-Use path	2,200 LF of multi-use trail
12	Liberty Rd (London Rd to Somerset Rd) Bike lanes/paved shoulder	5,200 LF - continue connection to Sawmill Pkwy
13	Sandusky St (Oak Grove Cemetery to Pennsylvania Ave)	Completed-2016- bike lanes added
14	S Henry St to S Sandusky St Connector along US 23	1,600 LF- multi-use trail

TRAIL PLAN 2016 PRIORITY TRAIL PROJECTS - WEST



DATE: FEBRUARY 20, 2017
SHEET SIZE: 11 x 17



LEGEND

- MUNICIPALITY BOUNDARY
- WATER STREAM
- CITY OF DELAWARE PARKS
- EXISTING TRAIL
- PROPOSED TRAIL
- GRAVEL TRAIL
- PARKSCREEN SPACE BY OTHERS

TRAIL PROJECTS (WEST)	
RANK	LOCATION
1	W William St - Carson Farms Blvd 1,750 LF of connector trail - phase III at 18' curb cut.
2	W William St - Hour Rd to Carson Farms Blvd 1,400 LF of connector phase path - phase III from Carson Farms Blvd to existing trails at Hour Rd & Acme Rd.
3	W Central Ave - Kogler west to City area 1,100 LF of new trail, 400 LF of existing trail, 300 LF of connector trail for completion in 2017.
5	Blue Line to W Winter St 1,000 LF - proposed alternate roadway.
7	Downstream Road east with bike lanes 500 LF.
9	W Central Ave to W William St 1,400 LF of connector phase III connecting downtown corridor.
15	Stonewall Run (Hour Rd to West of Holden Valley Golf Course) 1,400 LF of connector trail, segment with dual use path.



FACT SHEET

AGENDA ITEM NO: 11

DATE: 03/27/2017

ORDINANCE NO: 17-10

RESOLUTION NO:

READING: THIRD

PUBLIC HEARING: NO

TO: Mayor and Members of City Council

FROM: R. Thomas Homan, City Manager

VIA: Dean Stelzer, Finance Director

TITLE OF PROPOSED ORDINANCE/RESOLUTION:

AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF NOTES IN THE MAXIMUM AGGREGATE PRINCIPAL AMOUNT OF \$11,015,000 IN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING THE COSTS OF VARIOUS PUBLIC INFRASTRUCTURE IMPROVEMENTS, TOGETHER WITH ALL RELATED APPURTENANCES THERETO, AND DECLARING AN EMERGENCY.

BACKGROUND:

This ordinance authorizes the re-issuance of one-year bond anticipation notes related to the Glenn Road New Community Authority (NCA) financing (\$10,565,000) and the City's sidewalk maintenance program (\$450,000). The Glenn Road notes have been re-issued each year since the original borrowing in 2005. The 2017 amount represents a reduction in the outstanding principal of \$650,000. The sidewalk notes are being re-issued to facilitate spreading the city cost of the sidewalk improvement program over several years. When the project is complete this year it is estimated that we will continue to allocate \$125,000 per year through 2021 in our CIP to pay off the outstanding notes.

REASON WHY LEGISLATION IS NEEDED:

The current outstanding bond anticipation notes issued last year mature on April 13, 2017. This legislation is needed to generate the funds to pay off the maturing principal amount of \$11,665,000. The City's financing strategy relative

to the Glenn Road NCA debt is to continue the practice of issuing one year notes with gradual pay down of principal.

COMMITTEE RECOMMENDATION:

FISCAL IMPACT(S):

Included in 2017 Budget.

POLICY CHANGES:

None

PRESENTER(S):

Dean Stelzer

RECOMMENDATION:

Approval

ATTACHMENT(S)

Memo from Finance Director
Fiscal Officer's Certificate

ORDINANCE NO. 17-10

AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF NOTES IN THE MAXIMUM AGGREGATE PRINCIPAL AMOUNT OF \$11,015,000 IN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING THE COSTS OF VARIOUS PUBLIC INFRASTRUCTURE IMPROVEMENTS, TOGETHER WITH ALL RELATED APPURTENANCES THERETO, AND DECLARING AN EMERGENCY.

WHEREAS, pursuant to Ordinance No. 16-13 passed March 14, 2016, notes in anticipation of bonds in the aggregate amount of \$11,665,000, dated April 14, 2016 (the "*Outstanding Notes*"), were issued for the component purposes stated in Section 1, to mature on April 13, 2017; and

WHEREAS, this Council finds and determines that the City should retire the Outstanding Notes with the proceeds of the Notes described in Section 3 and other funds available to the City; and

WHEREAS, the Director of Finance, as fiscal officer of this City, has certified to this Council that the estimated life or period of usefulness of each component of the Improvement described in Section 1 is at least five years, and (i) the estimated maximum maturity of the \$2,135,000 portion of the Bonds described in clause (a) of Section 1 is thirteen (13) years, and the maximum maturity of the portion of the Notes described in Section 3, to be issued in anticipation of that portion of the Bonds, is July 28, 2025, (ii) the estimated maximum maturity of the \$4,250,000 portion of the Bonds described in clause (a) of Section 1 is fourteen (14) years, and the maximum maturity of the portion of the Notes described in Section 3, to be issued in anticipation of that portion of the Bonds, is May 11, 2026, (iii) the estimated maximum maturity of the \$4,180,000 portion of the Bonds described in clause (b) of Section 1 is seventeen (17) years, and the maximum maturity of the portion of the Notes described in Section 3, to be issued in anticipation of that portion of the Bonds, is December 22, 2029 and (iv) the estimated maximum maturity of the \$450,000 portion of the Bonds described in clause (c) of Section 1 is twenty (20) years, and the maximum maturity of the portion of the Notes described in Section 3, to be issued in anticipation of that portion of the Bonds, is April 22, 2034;

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

Section 1. It is necessary to issue bonds of this City in the maximum aggregate principal amount of \$11,015,000 (the "*Bonds*") for the purpose of paying the costs of (a) constructing Glenn Road between certain termini by

constructing, excavating, grading and paving, installing drainage, sanitary sewer laterals, street lighting, conduit, curbs and gutters, signage, traffic pavement markings, street signs, landscaping, and acquiring interests in real estate, together with all necessary appurtenances thereto, (b) improving the intersection of U.S. Route 23 and Peachblow Road by constructing, excavating, grading and paving, installing drainage, street lighting, conduit, signalization, curbs and gutters, signage, traffic pavement markings, landscaping, and acquiring interests in real estate, together with all necessary appurtenances thereto and (c) the construction, renovation and improvement of pedestrian sidewalks throughout the City, together with all necessary appurtenances thereto (collectively, the "*Improvement*").

Section 2. The Bonds shall be dated approximately April 1, 2018, shall bear interest at the now estimated rate of 6.00% per year, payable semiannually until the principal amount is paid, and are estimated to mature in (i) thirteen (13) annual principal installments with respect to the \$2,135,000 portion of the Bonds allocated to the component purpose described in clause (a) of Section 1, (ii) fourteen (14) annual principal installments with respect to the \$4,250,000 portion of the Bonds allocated to the component purpose described in clause (a) of Section 1, (iii) seventeen (17) annual principal installments with respect to the \$4,180,000 portion of the Bonds allocated to the component purpose described in clause (b) of Section 1 and (iv) twenty (20) annual principal installments with respect to the \$450,000 portion of the Bonds allocated to the component purpose described in clause (c) of Section 1, and in each case on December 1 of each year. The portion of the Bonds issued for the component purposes described in clauses (a) and (b) of Section 1 shall mature in such amounts that the total principal and interest payments on that portion of the Bonds in any fiscal year in which principal is payable is not more than three times the amount of those payments in any other fiscal year. The portion of the Bonds issued for the component purpose described in clause (c) of Section 1 shall mature in such amounts that the total principal and interest payments on that portion of the Bonds in any fiscal year in which principal is payable shall be substantially equal. The first principal payment of the Bonds is estimated to be December 1, 2018.

Section 3. It is necessary to issue and this Council determines that notes in the maximum aggregate principal amount of \$11,015,000 (the "*Notes*") shall be issued in anticipation of the issuance of the Bonds for the purpose described in Section 1 and to retire, together with other funds available to the City, the Outstanding Notes and to pay any financing costs. The aggregate principal amount of Notes to be issued (not to exceed the stated maximum amount) shall be determined by the Director of Finance in the certificate awarding the Notes in accordance with Section 6 of this Ordinance (the "*Certificate of Award*") as the amount which, along with other available funds of the City, is necessary to provide for the retirement of the Outstanding Notes and to pay any financing costs. The Notes shall be dated the date of issuance

and shall mature not more than one year following the date of issuance, *provided* that the Director of Finance shall establish the maturity date in the Certificate of Award. The Notes shall bear interest at a rate or rates not to exceed 6.00% per year (computed on the basis of a 360-day year consisting of twelve 30-day months), payable at maturity and until the principal amount is paid or payment is provided for. The rate or rates of interest on the Notes shall be determined by the Director of Finance in the Certificate of Award in accordance with Section 6 of this Ordinance.

Section 4. The debt charges on the Notes shall be payable in lawful money of the United States of America, or in Federal Reserve funds of the United States of America as determined by the Director of Finance in the Certificate of Award, and shall be payable, without deduction for services of the City's paying agent, at the office of a bank or trust company designated by the Director of Finance in the Certificate of Award after determining that the payment at that bank or trust company will not endanger the funds or securities of the City and that proper procedures and safeguards are available for that purpose or at the office of the Director of Finance if agreed to by the Director of Finance and the original purchaser (the "*Paying Agent*"). The Director of Finance is authorized, to the extent necessary or appropriate, to enter into an agreement with the Paying Agent in connection with the services to be provided by the Paying Agent after determining that the signing thereof will not endanger the funds or securities of the City.

Section 5. The Notes shall be signed by the City Manager and Director of Finance, in the name of the City and in their official capacities, *provided* that one of those signatures may be a facsimile. The Notes shall be issued in minimum denominations of \$100,000 (and may be issued in denominations in such amounts in excess thereof as requested by the original purchaser and approved by the Director of Finance) and with numbers as requested by the original purchaser and approved by the Director of Finance. The entire principal amount may be represented by a single note and may be issued as fully registered securities (for which the Director of Finance will serve as note registrar) and in book entry or other uncertificated form in accordance with Section 9.96 and Chapter 133 of the Ohio Revised Code if it is determined by the Director of Finance that issuance of fully registered securities in that form will facilitate the sale and delivery of the Notes. The Notes shall not have coupons attached, shall be numbered as determined by the Director of Finance and shall express upon their faces the purpose, in summary terms, for which they are issued and that they are issued pursuant to this Ordinance. As used in this Section and this Ordinance:

"*Book entry form*" or "*book entry system*" means a form or system under which (a) the ownership of beneficial interests in the Notes and the principal of and interest on the Notes may be transferred only through a book entry, and (b) a single physical Note certificate in fully registered form is issued by the City

and payable only to a Depository or its nominee as registered owner, with the certificate deposited with and “immobilized” in the custody of the Depository or its designated agent for that purpose. The book entry maintained by others than the City is the record that identifies the owners of beneficial interests in the Notes and that principal and interest.

“*Depository*” means any securities depository that is a clearing agency registered pursuant to the provisions of Section 17A of the Securities Exchange Act of 1934, operating and maintaining, with its Participants or otherwise, a book entry system to record ownership of beneficial interests in the Notes or the principal of and interest on the Notes, and to effect transfers of the Notes, in book entry form, and includes and means initially The Depository Trust Company (a limited purpose trust company), New York, New York.

“*Participant*” means any participant contracting with a Depository under a book entry system and includes securities brokers and dealers, banks and trust companies, and clearing corporations.

The Notes may be issued to a Depository for use in a book entry system and, if and as long as a book entry system is utilized, (a) the Notes may be issued in the form of a single Note made payable to the Depository or its nominee and immobilized in the custody of the Depository or its agent for that purpose; (b) the beneficial owners in book entry form shall have no right to receive the Notes in the form of physical securities or certificates; (c) ownership of beneficial interests in book entry form shall be shown by book entry on the system maintained and operated by the Depository and its Participants, and transfers of the ownership of beneficial interests shall be made only by book entry by the Depository and its Participants; and (d) the Notes as such shall not be transferable or exchangeable, except for transfer to another Depository or to another nominee of a Depository, without further action by the City.

If any Depository determines not to continue to act as a Depository for the Notes for use in a book entry system, the Director of Finance may attempt to establish a securities depository/book entry relationship with another qualified Depository. If the Director of Finance does not or is unable to do so, the Director of Finance, after making provision for notification of the beneficial owners by the then Depository and any other arrangements deemed necessary, shall permit withdrawal of the Notes from the Depository, and shall cause the Notes in bearer or payable form to be signed by the officers authorized to sign the Notes and delivered to the assigns of the Depository or its nominee, all at the cost and expense (including any costs of printing), if the event is not the result of City action or inaction, of those persons requesting such issuance.

The Director of Finance is also hereby authorized and directed, to the extent necessary or required, to enter into any agreements determined necessary in connection with the book entry system for the Notes, after

determining that the signing thereof will not endanger the funds or securities of the City.

Section 6. The Notes shall be sold at not less than par plus accrued interest (if any) at private sale by the Director of Finance in accordance with law and the provisions of this Ordinance. The Director of Finance shall sign the Certificate of Award referred to in Section 3 fixing the interest rate or rates which the Notes shall bear and evidencing that sale to the original purchaser, cause the Notes to be prepared, and have the Notes signed and delivered, together with a true transcript of proceedings with reference to the issuance of the Notes if requested by the original purchaser, to the original purchaser upon payment of the purchase price. The City Manager, the Director of Finance, the City Attorney, the City Clerk and other City officials, as appropriate, are each authorized and directed to sign any transcript certificates, financial statements and other documents and instruments and to take such actions as are necessary or appropriate to consummate the transactions contemplated by this Ordinance. The Director of Finance is authorized, if it is determined to be in the best interest of the City, to combine the issue of Notes with one or more other note issues of the City into a consolidated note issue pursuant to Section 133.30(B) of the Ohio Revised Code.

Section 7. The proceeds from the sale of the Notes received by the City (or withheld by the original purchaser on behalf of the City) shall be paid into the proper fund or funds, and those proceeds are appropriated and shall be used for the purpose for which the Notes are being issued. The Certificate of Award may authorize the original purchaser to withhold certain proceeds from the sale of the Notes to provide for the payment of certain financing costs on behalf of the City. Any portion of those proceeds received by the City (after payment of those financing costs) representing premium or accrued interest shall be paid into the Bond Retirement Fund.

Section 8. The par value to be received from the sale of the Bonds or of any renewal notes and any excess funds resulting from the issuance of the Notes shall, to the extent necessary, be used to pay the debt charges on the Notes at maturity and are pledged for that purpose.

Section 9. During the year or years in which the Notes are outstanding, there shall be levied on all the taxable property in the City, in addition to all other taxes, the same tax that would have been levied if the Bonds had been issued without the prior issuance of the Notes. The tax shall be within the ten-mill limitation imposed by law, shall be and is ordered computed, certified, levied and extended upon the tax duplicate and collected by the same officers, in the same manner, and at the same time that taxes for general purposes for each of those years are certified, levied, extended and collected, and shall be placed before and in preference to all other items and for the full amount thereof. The proceeds of the tax levy shall be placed in the Bond Retirement

Fund, which is irrevocably pledged for the payment of the debt charges on the Notes or the Bonds when and as the same fall due.

In each year to the extent receipts from the municipal income tax are available for the payment of the debt charges on the Notes or the Bonds and are appropriated for that purpose, the amount of the tax shall be reduced by the amount of such receipts so available and appropriated in compliance with the following covenant. To the extent necessary, the debt charges on the Notes or the Bonds shall be paid from municipal income taxes lawfully available therefor under the Constitution and the laws of the State of Ohio and the Charter of the City; and the City hereby covenants, subject and pursuant to such authority, including particularly Section 133.05(B)(7) of the Ohio Revised Code, to appropriate annually from such municipal income taxes such amount as is necessary to meet such annual debt charges.

Nothing in the preceding paragraph in any way diminishes the irrevocable pledge of the full faith and credit and general property taxing power of the City to the prompt payment of the debt charges on the Notes or the Bonds.

Section 10. The City covenants that it will use, and will restrict the use and investment of, the proceeds of the Notes in such manner and to such extent as may be necessary so that (a) the Notes will not (i) constitute private activity bonds or arbitrage bonds under Sections 141 or 148 of the Internal Revenue Code of 1986, as amended (the “Code”) or (ii) be treated other than as bonds the interest on which is excluded from gross income under Section 103 of the Code, and (b) the interest on the Notes will not be an item of tax preference under Section 57 of the Code.

The City further covenants that (a) it will take or cause to be taken such actions that may be required of it for the interest on the Notes to be and remain excluded from gross income for federal income tax purposes, (b) it will not take or authorize to be taken any actions that would adversely affect that exclusion, and (c) it, or persons acting for it, will, among other acts of compliance, (i) apply the proceeds of the Notes to the governmental purpose of the borrowing, (ii) restrict the yield on investment property, (iii) make timely and adequate payments to the federal government, (iv) maintain books and records and make calculations and reports and (v) refrain from certain uses of those proceeds, and, as applicable, of property financed with such proceeds, all in such manner and to the extent necessary to assure such exclusion of that interest under the Code.

The Director of Finance or any other officer of the City having responsibility for issuance of the Notes is hereby authorized (a) to make or effect any election, selection, designation, choice, consent, approval, or waiver on behalf of the City with respect to the Notes as the City is permitted to or

required to make or give under the federal income tax laws, including, without limitation thereto, any of the elections available under Section 148 of the Code, for the purpose of assuring, enhancing or protecting favorable tax treatment or status of the Notes or interest thereon or assisting compliance with requirements for that purpose, reducing the burden or expense of such compliance, reducing the rebate amount or payments or penalties with respect to the Notes, or making payments of special amounts in lieu of making computations to determine, or paying, excess earnings as rebate, or obviating those amounts or payments with respect to the Notes, which action shall be in writing and signed by the officer, (b) to take any and all other actions, make or obtain calculations, make payments, and make or give reports, covenants and certifications of and on behalf of the City, as may be appropriate to assure the exclusion of interest from gross income and the intended tax status of the Notes, and (c) to give one or more appropriate certificates of the City, for inclusion in the transcript of proceedings for the Notes, setting forth the reasonable expectations of the City regarding the amount and use of all the proceeds of the Notes, the facts, circumstances and estimates on which they are based, and other facts and circumstances relevant to the tax treatment of the interest on and the tax status of the Notes. The Director of Finance or any other officer of the City having responsibility for issuance of the Notes is specifically authorized to designate the Notes as “qualified tax-exempt obligations” if such designation is applicable and desirable, and to make any related necessary representations and covenants.

Each covenant made in this Section with respect to the Notes is also made with respect to all issues any portion of the debt service on which is paid from proceeds of the Notes (and, if different, the original issue and any refunding issues in a series of refundings), to the extent such compliance is necessary to assure the exclusion of interest on the Notes from gross income for federal income tax purposes, and the officers identified above are authorized to take actions with respect to those issues as they are authorized in this Section to take with respect to the Notes.

Section 11. The Director of Finance is directed to promptly deliver a certified copy of this Ordinance to the County Auditor of Delaware County, Ohio.

Section 12. The Director of Finance is authorized to request a rating for the Notes from Moody’s Investors Service, Inc. or Standard & Poor’s Ratings Services, or both, as the Director of Finance determines is in the best interest of the City. The expenditure of the amounts necessary to secure any such ratings as well as to pay the other financing costs (as defined in Section 133.01 of the Ohio Revised Code) in connection with the Notes is hereby authorized and approved and the amounts necessary to pay those costs are hereby appropriated from the proceeds of the Notes, if available, and otherwise from available moneys in the General Fund.

Section 13. The legal services of the law firm of Squire Patton Boggs (US) LLP are hereby retained. Those legal services shall be in the nature of legal advice and recommendations as to the documents and the proceedings in connection with the authorization, sale and issuance of the Notes and securities issued in renewal of the Notes and rendering at delivery related legal opinions, all as set forth in the form of engagement letter from that firm which is now on file in the office of the City Clerk. In providing those legal services, as an independent contractor and in an attorney-client relationship, that firm shall not exercise any administrative discretion on behalf of this City in the formulation of public policy, expenditure of public funds, enforcement of laws, rules and regulations of the State, any county or municipal corporation or of this City, or the execution of public trusts. For those legal services that firm shall be paid just and reasonable compensation and shall be reimbursed for actual out-of-pocket expenses incurred in providing those legal services. The Director of Finance is authorized and directed to make appropriate certification as to the availability of funds for those fees and any reimbursement and to issue an appropriate order for their timely payment as written statements are submitted by that firm. The amounts necessary to pay those fees and any reimbursement are hereby appropriated from the proceeds of the Notes, if available, and otherwise from available moneys in the General Fund.

Section 14. This Council determines that all acts and conditions necessary to be done or performed by the City or to have been met precedent to and in the issuing of the Notes in order to make them legal, valid and binding general obligations of the City have been performed and have been met, or will at the time of delivery of the Notes have been performed and have been met, in regular and due form as required by law; that the full faith and credit and general property taxing power (as described in Section 9) of the City are pledged for the timely payment of the debt charges on the Notes; and that no statutory or constitutional limitation of indebtedness or taxation will have been exceeded in the issuance of the Notes.

Section 15. 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 or any of its committees, and that all deliberations of this Council and of 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 16. This Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety and welfare of the City, and for the further reason that this Ordinance is required to be immediately effective in order to issue and sell the Notes, which is necessary to enable the City to timely retire the Outstanding Notes and

thereby preserve its credit; wherefore, this Ordinance shall be in full force and effect immediately upon its passage.

VOTE ON RULE SUSPENSION:

YEAS _____ NAYS _____
ABSTAIN _____

EMERGENCY CLAUSE:

YEAS _____ NAYS _____
ABSTAIN _____

PASSED: _____, 2017

YEAS _____ NAYS _____
ABSTAIN _____

ATTEST:

CITY CLERK

MAYOR



MEMORANDUM

TO: City Council
FROM: Dean Stelzer, Finance Director 
DATE: February 23, 2017
RE: Bond Anticipation Note Legislation

The February 27th Council Agenda includes an ordinance authorizing the issuance of \$11,015,000 of short term (1 year) bond anticipation notes. The new borrowing will be a re-issuance of the maturing notes issued last year. The following is a summary of the outstanding amounts:

<u>Purpose</u>	<u>2016 Issue Amount</u>	<u>2017 Pay Down</u>	<u>2017 Issue Amount</u>
Glenn Rd. South – Phase 1	\$ 2,335,000	\$ 200,000	\$ 2,135,000
Glenn Rd. South – Phase 2	4,500,000	250,000	4,250,000
Glenn Rd. South – 23 Intersection	4,380,000	200,000	4,180,000
Sidewalk Repairs	<u>450,000</u>	<u>0</u>	<u>450,000</u>
	\$11,665,000	\$ 650,000	\$11,015,000

The Glenn Rd. South debt was originally issued in 2005 to pay for constructing the new southern portion of Glenn Road. The City undertook, and paid for, construction of the road on behalf of the Delaware South New Community Authority (NCA). The NCA is reimbursing the City for the road construction cost and any carrying costs such as bond/note interest as NCA charge receipts are received. Our strategy has been to continue issuing one year notes as opposed to issuing long term bonds to finance this improvement. This strategy has enabled interest expense on the outstanding debt to the NCA to be much lower than what it would have been had bonds been issued. The strategy has also enabled the City to avoid having to cover fixed debt service payments not reimbursed by NCA receipts. Since 2010 note interest and issuance costs have totaled \$605,188. The average short term interest rate has been 0.46%. Had we issued long term bonds in 2010 interest costs would have been approximately \$3,160,000 over the same period at an average rate of 4.37%. As a result of the recent increase in new home construction in the NCA district we are getting closer to a point where the annual NCA revenue will be sufficient to cover future debt payments. We will continue to monitor our “rolling” notes strategy vs. issuing and locking in a long term rate.

The \$450,000 portion attributable to the sidewalk project continues our approach of spreading the City's sidewalk costs over several years as included in our Capital Improvement Plan. Per the Plan we will continue to allocate \$125,000 per year for sidewalks through 2021 to pay off the notes and final sidewalk costs from this year.

**SUPPLEMENTAL
FISCAL OFFICER'S CERTIFICATE**

To the City Council of the City of Delaware, Ohio:

As fiscal officer of the City of Delaware, Ohio, and supplementing the certificates of June 13, 2005, March 27, 2006, October 26, 2009 and February 10, 2014, I certify in connection with your proposed issuance of notes in the maximum aggregate principal amount of \$11,015,000 (the "Notes"), to be issued in anticipation of the issuance of bonds (the "Bonds") for the purpose of paying the costs of (a) constructing Glenn Road between certain termini by constructing, excavating, grading and paving, installing drainage, sanitary sewer laterals, street lighting, conduit, curbs and gutters, signage, traffic pavement markings, street signs, landscaping, and acquiring interests in real estate, together with all necessary appurtenances thereto, (b) improving the intersection of U.S. Route 23 and Peachblow Road by constructing, excavating, grading and paving, installing drainage, street lighting, conduit, signalization, curbs and gutters, signage, traffic pavement markings, landscaping, and acquiring interests in real estate, together with all necessary appurtenances thereto and (c) the construction, renovation and improvement of pedestrian sidewalks throughout the City, together with all necessary appurtenances thereto (collectively, the "Improvement").

1. The estimated life or period of usefulness of each component of the Improvement is at least five years.

2. The estimated maximum maturity of the Bonds, calculated in accordance with Section 133.20 of the Revised Code, is as follows:

- The maximum maturity of the \$2,135,000 portion of the Bonds to be used for the component purpose described in clause (a) above is twenty (20) years; *provided, however*, since notes in anticipation of Bonds have been outstanding for a period beyond December 31, 2010, that period beyond December 31, 2010 shall be deducted from the maximum maturity of the Bonds and therefore, the maximum maturity of \$2,135,000 of the Bonds to be issued for the component purpose described in clause (a) is thirteen (13) years.
- The maximum maturity of the \$4,250,000 portion of the Bonds to be used for the component purpose described in clause (a) above is twenty (20) years; *provided, however*, since notes in anticipation of Bonds have been outstanding for a period beyond December 31, 2011, that period beyond December 31, 2011 shall be deducted from the maximum maturity of the Bonds and therefore, the maximum maturity of \$4,250,000 of the Bonds to be issued for the component purpose described in clause (a) is fourteen (14) years.
- The maximum maturity of the \$4,180,000 portion of the Bonds to be used for the component purpose described in clause (b) above is twenty (20) years.

years; *provided, however*, since notes in anticipation of Bonds have been outstanding for a period beyond December 31, 2014, that period beyond December 31, 2014 shall be deducted from the maximum maturity of the Bonds and therefore, the maximum maturity of \$4,180,000 of the Bonds to be issued for the component purpose described in clause (b) is seventeen (17) years.

- The maximum maturity of the \$450,000 portion of the Bonds to be used for the component purpose described in clause (c) above is twenty (20) years.

If notes in anticipation of the Bonds are outstanding later than the last day of December of the fifth year following the year of issuance of the original issue of notes, the period in excess of those five years shall be deducted from that maximum maturity of the Bonds.

3. The maximum maturity of the Notes to be issued for the component purposes described above in (i) clause (a) is July 28, 2025 for the \$2,135,000 portion of the Notes and May 11, 2026 for the \$4,250,000 portion of the Notes, (ii) clause (b) is December 22, 2029 for the \$4,180,000 portion of the Notes and (iii) clause (c) is April 22, 2034 for the \$450,000 portion of the Notes.

Dated: February 28, 2017



Director of Finance
City of Delaware, Ohio



FACT SHEET

AGENDA ITEM NO: 12

DATE: 03/27/17

ORDINANCE NO: 17-11

RESOLUTION NO:

READING: THIRD

PUBLIC HEARING: YES
March 13, 2017 at 7:30 p.m.

TO: Mayor and Members of City Council

FROM: R. Thomas Homan, City Manager

VIA: Dean Stelzer

TITLE OF PROPOSED ORDINANCE/RESOLUTION:

AN ORDINANCE AMENDING SECTIONS 913.03(a) AND 913.14 OF CHAPTER 913 OF THE CODIFIED ORDINANCES OF THE CITY OF DELAWARE, OHIO ESTABLISHING TAP FEES AND WATER RATES AND REPEALING EXISTING SECTIONS 913.03(a) AND 913.14.

BACKGROUND:

This ordinance increases the City's water utility rates. Water rates were last increased in 2012. Operating costs have seen typical inflationary increases with the exception of electric costs at the water plant. As the new membrane filtration system came online in 2015, electric costs at the plant have more than doubled adding an additional \$200,000 to annual operating costs. The ordinance also increases tap fees for installation of water meters on new construction.

REASON WHY LEGISLATION IS NEEDED:

To adjust water rates to the current level of expenditures.

COMMITTEE RECOMMENDATION:

Finance Committee – Recommended bringing rate change ordinance to City Council.

FISCAL IMPACT(S):

2017 Budget included a small water rate increase.

POLICY CHANGES:

None

PRESENTER(S):

Dean Stelzer
Brad Stanton

RECOMMENDATION:

Approval

ATTACHMENT(S)

Memo from Finance Director
Historical Utility Rate summary
Utility Funds financial reports

ORDINANCE NO. 17-11

AN ORDINANCE AMENDING SECTIONS 913.03(a) AND 913.14 OF CHAPTER 913 OF THE CODIFIED ORDINANCES OF THE CITY OF DELAWARE, OHIO ESTABLISHING TAP FEES AND WATER RATES AND REPEALING EXISTING SECTIONS 913.03(a) AND 913.14.

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

SECTION 1. That Section 913.03(a) of Chapter 913 of the Codified Ordinances of the City of Delaware is hereby amended and replaced in its entirety by the following new section:

913.03. – Furnishing service where facilities do not exist.

(a) At the time of application for new service, the applicant shall pay a tap fee as follows:

Size of Tap (inches)	City Makes Tap	Owner/Contractor Makes Tap
3/4 or 5/8	\$350 \$700 + meter cost	Meter + inspection fee
1	\$400 \$800 + meter cost	Meter + inspection fee
Over 1	Total Cost	Meter + inspection fee

On all services larger than one inch installed by the City, the applicant shall pay ~~the tap fee as follows:~~ two hundred dollars (\$200) at the time of application **of the tap** and the balance **of the tap fee** within thirty days of billing.

SECTION 2. That Section 913.14 of Chapter 913 of the Codified Ordinances of the City of Delaware is hereby amended and replaced in its entirety by the following new section:

913.14 – Rates for water service inside City.

The following rates shall be charged for water furnished by the City to users inside the corporate limits of the City. The minimum charge for the first 200 cubic feet per month shall be:

Meter Size (inches)	As of May 1, 2010	As of May 1, 2011	As of May 1, 2012	As of May 1, 2017
5/8	\$7.97	\$9.16	\$10.36	\$10.98
3/4	\$11.97	\$13.77	\$15.56	\$16.49
1	\$17.71	\$20.37	\$23.01	\$24.39



MEMORANDUM

TO: City Council
FROM: Dean Stelzer, Finance Director
DATE: February 22, 2017
RE: **Utility Rate Changes**

City staff is recommending adoption of legislation increasing the City's water and refuse rates effective May 1, 2017. The City reviews utility rates on an annual basis and amends the rates up or down based on the cost to operate the utilities. It is anticipated that we will have three readings of the rate change ordinances on February 27th, March 13th, and a third reading with adoption on March 27th. The rate changes would be effective 30 days later and be included with the May 1, 2017 monthly billing.

The proposed water and refuse rate changes increase an average resident's monthly utility bill by \$2.96 or 2.86% higher than current rates. This is consistent with information presented to City Council in the past and is also in line with the adopted 2017 Budget. Attached is listing of historical utility rates and associated increases since 2003. Also included are copies of the Water, Sewer, Storm Sewer, and Refuse five year financial results from my 2016 Finance Director's Report.

The rate changes were discussed with the Finance Committee on February 16th. The Committee recommended sending the rate increases to city council. There was additional discussion about refuse dumpster service policies which were also referred to city council for further discussion. The refuse rate change is included in a separate ordinance amending the City's Fee Schedule.

City of Delaware
 Utility Rate History
 February 10, 2017

Year	Water	% Increase	Sewer	% Increase	Refuse	% Increase	Storm	% Increase	Total	% Increase
2003	\$ 20.22		\$ 25.85		\$ 14.00		\$ 2.50		\$ 62.57	
2004	\$ 20.83	3.02%	\$ 26.63	3.02%	\$ 14.50	3.57%	\$ 2.50	0.00%	\$ 64.46	3.02%
2005	\$ 21.49	3.17%	\$ 27.56	3.49%	\$ 15.00	3.45%	\$ 2.50	0.00%	\$ 66.55	3.24%
2006	\$ 22.01	2.42%	\$ 28.24	2.47%	\$ 15.35	2.33%	\$ 2.50	0.00%	\$ 68.10	2.33%
2007	\$ 22.45	2.00%	\$ 33.04	17.00%	\$ 15.66	2.02%	\$ 2.50	0.00%	\$ 73.65	8.15%
2008	\$ 22.87	1.87%	\$ 38.48	16.46%	\$ 16.91	7.98%	\$ 2.50	0.00%	\$ 80.76	9.65%
2009	\$ 23.31	1.92%	\$ 43.83	13.90%	\$ 18.60	9.99%	\$ 2.50	0.00%	\$ 88.24	9.26%
2010	\$ 26.81	15.02%	\$ 45.22	3.17%	\$ 19.16	3.01%	\$ 2.50	0.00%	\$ 93.69	6.18%
2011	\$ 30.82	14.96%	\$ 46.56	2.96%	\$ 19.73	2.97%	\$ 2.50	0.00%	\$ 99.61	6.32%
2012	\$ 34.84	13.04%	\$ 46.56	0.00%	\$ 19.73	0.00%	\$ 2.50	0.00%	\$ 103.63	4.04%
2013	\$ 34.84	0.00%	\$ 46.56	0.00%	\$ 19.73	0.00%	\$ 2.50	0.00%	\$ 103.63	0.00%
2014	\$ 34.84	0.00%	\$ 46.56	0.00%	\$ 19.73	0.00%	\$ 2.50	0.00%	\$ 103.63	0.00%
2015	\$ 34.84	0.00%	\$ 46.56	0.00%	\$ 19.73	0.00%	\$ 2.50	0.00%	\$ 103.63	0.00%
2016	\$ 34.84	0.00%	\$ 46.56	0.00%	\$ 19.73	0.00%	\$ 2.50	0.00%	\$ 103.63	0.00%
Proposed										
2017	\$ 36.93	6.00%	\$ 46.56	0.00%	\$ 20.60	4.41%	\$ 2.50	0.00%	\$ 106.59	2.86%
Projected										
2018	\$ 38.04	3.00%	\$ 46.56	0.00%	\$ 20.60	0.00%	\$ 2.50	0.00%	\$ 107.70	1.04%
2019	\$ 39.18	3.00%	\$ 46.56	0.00%	\$ 21.22	3.01%	\$ 2.50	0.00%	\$ 109.46	1.64%
2020	\$ 40.36	3.00%	\$ 46.56	0.00%	\$ 21.22	0.00%	\$ 2.50	0.00%	\$ 110.64	1.07%
2021	\$ 41.57	3.01%	\$ 46.56	0.00%	\$ 21.85	2.97%	\$ 2.50	0.00%	\$ 112.48	1.67%

FINANCE DIRECTOR'S REPORT
Year-end Report 2016
Water Fund Operations



OPERATIONS	2012	2013	2014	2015	2016
Revenues					
Meter Charges	4,940,991	4,989,295	5,054,526	5,108,989	5,314,306
Investment Income	3,988	4,632	8,885	15,880	46,397
Surcharges/Other Misc.	108,656	527,054	192,750	211,566	212,368
Total Revenue	\$ 5,053,635	\$ 5,520,981	\$ 5,256,161	\$ 5,336,435	\$ 5,573,071
Operating Expenses					
Treatment	1,255,685	1,366,848	1,382,315	1,770,657	1,780,002
Distribution	802,133	728,014	795,073	789,461	829,353
Administration	956,545	994,973	1,019,663	1,104,456	1,179,416
Total Operation	\$ 3,014,363	\$ 3,089,835	\$ 3,197,051	\$ 3,664,574	\$ 3,788,771
Revenues less Expenses	\$ 2,039,272	\$ 2,431,146	\$ 2,059,110	\$ 1,671,861	\$ 1,784,300
Debt Service - Maintenance	-	41,023	94,065	1,320,281	1,320,281
Capacity Debt Service Allocation	-	-	-	-	-
Available for Maintenance	\$ 2,039,272	\$ 2,390,123	\$ 1,965,045	\$ 351,580	\$ 464,019
Capital Improvements					
Repairs and Replacement					
Meters/Vaults	3,786	40,106	40,829	2,688	-
Existing Line Repairs	202,527	234,548	1,106,726	566,322	327,341
Equipment/Prof Services	-	-	32,617	10,690	974,725
Plant Repairs	285,768	-	87,846	157,451	90,858
Sludge Lagoon Cleaning	-	-	-	59,083	289,428
Total Repair	492,081	274,654	1,268,018	796,234	1,682,352
Cash Flow Operations	\$ 1,547,191	\$ 2,115,469	\$ 697,027	\$ (444,654)	\$ (1,218,333)
Water Rates					
0 to 3,000 cu. ft.	\$ 4.08	\$ 4.08	\$ 4.08	\$ 4.08	\$ 4.08
3,001 to 47,000 cu. ft.	\$ 2.86	\$ 2.86	\$ 2.86	\$ 2.86	\$ 2.86
Over 47,000 cu. ft.	\$ 1.98	\$ 1.98	\$ 1.98	\$ 1.98	\$ 1.98
Minimum Charge (Residential)	\$ 10.36	\$ 10.36	\$ 10.36	\$ 10.36	\$ 10.36
Avg. Charge (800 cu. ft.)	\$ 34.84	\$ 34.84	\$ 34.84	\$ 34.84	\$ 34.84
% Increase	13.0%	0.0%	0.0%	13.0%	0.0%
All Water Fund Balances					
Water Fund Operation Reserve	1,661,517	2,051,241	2,035,191	1,784,670	1,421,338
Water Maintenance CIP Reserve	2,066,794	3,331,420	3,156,187	3,163,217	1,904,487
Water Capacity Fee Fund Reserve	2,571,370	3,683,712	4,827,274	4,933,458	5,790,941
Water Utility Reserve Fund	1,870,439	1,870,439	1,870,439	1,870,439	2,000,000
Total Water Fund Reserves	\$ 8,170,120	\$ 10,936,812	\$ 11,889,091	\$ 11,751,784	\$ 11,116,766
Outstanding Encumbrances					\$ 452,149
Net Water Fund Reserves 12/31/16					\$ 10,664,617
Total Outstanding Debt 12/31/16					\$ 34,938,902

FINANCE DIRECTOR'S REPORT
Year-end Report 2016
Sewer Fund Operations



OPERATIONS	2012	2013	2014	2015	2016
Revenues					
Meter Charges	6,319,698	6,150,647	6,180,020	6,254,470	6,567,638
Investment Income	3,862	3,978	5,947	11,971	38,721
Septic Receiving Fees	142,769	126,526	152,850	148,234	158,962
Surcharges	239,075	130,772	247,372	165,534	121,438
Misc./Other	51,568	51,556	122,903	12,968	11,799
Total Revenue	\$ 6,756,972	\$ 6,463,479	\$ 6,709,092	\$ 6,593,177	\$ 6,898,558
Operating Expenses					
Treatment	1,718,332	1,762,814	1,727,853	1,669,450	1,738,990
Collection	517,220	511,562	541,875	566,204	544,014
Administration/Transfers	964,375	1,035,726	1,063,427	1,135,519	1,151,364
Total Operation	\$ 3,199,927	\$ 3,310,102	\$ 3,333,155	\$ 3,371,173	\$ 3,434,368
Revenues less Expenses	\$ 3,557,045	\$ 3,153,377	\$ 3,375,937	\$ 3,222,004	\$ 3,464,190
Debt Service - Maintenance	517,793	158,992	158,992	158,993	150,687
Capacity Debt Service Allocation	\$ 1,795,585	\$ 1,698,985	\$ 1,433,999	1,799,350	1,100,650
Available for Maintenance	\$ 1,243,667	\$ 1,295,400	\$ 1,782,946	\$ 1,263,661	\$ 2,212,853
Capital Improvements					
Repairs and Replacement					
Inflow/Infiltration	117,094	142,194	125,905	56,781	-
Meters/Manholes/Laterals	4,479	26,105	26,000	-	-
Existing Line Repairs	-	-	-	-	-
Equipment/Prof Services	1,867	349,311	32,617	-	640,223
Plant Repairs	211,868	163,870	175,455	176,044	768,930
Total Repair	335,308	681,480	359,977	232,825	1,409,153
Cash Flow Operations	\$ 908,359	\$ 613,920	\$ 1,422,969	\$ 1,030,836	\$ 803,700
Sewer Rates					
1st 200 cu. ft.	\$ 6.72	\$ 6.72	\$ 6.72	\$ 6.72	\$ 6.72
Over 200 cu. ft.	\$ 5.52	\$ 5.52	\$ 5.52	\$ 5.52	\$ 5.52
Minimum Charge	\$ 13.44	\$ 13.44	\$ 13.44	\$ 13.44	\$ 13.44
Avg. Monthly Charge (800 cu. ft.)	\$ 46.56				
% Increase	0.0%	0.0%	0.0%	0.0%	0.0%
All Sewer Fund Balances					
Sewer Fund Operation Reserve	2,701,726	2,604,051	2,651,185	2,561,917	2,661,859
Sewer Maintenance CIP Reserve	2,031,198	2,113,806	2,759,772	3,679,226	3,483,634
Sewer Capacity Fee Fund Reserve	1,380,895	1,782,704	2,641,456	2,518,370	1,755,328
Sewer Utility Reserve Fund	181,130	181,130	181,130	181,130	1,500,000
SE Highland Sewer Fund	148,397	243,226	178,594	27,976	96,980
Total Sewer Fund Reserves	\$ 6,443,346	\$ 6,924,917	\$ 8,412,137	\$ 8,968,619	\$ 9,497,801
Outstanding Encumbrances					\$ 1,229,277
Net Sewer Fund Reserves 12/31/16					\$ 8,268,524
Total Outstanding Debt 12/31/16					\$ 31,192,358

FINANCE DIRECTOR'S REPORT

Year-end Report 2016

Refuse Fund

	2012	2013	2014	2015	2016
Revenues					
Collection Charges	3,159,334	3,221,719	3,309,877	3,372,646	3,430,310
Grant Income	-	-	-	18,000	22,000
Bag Tags/Cleanup Income	19,990	6,993	5,327	5,194	5,929
Toter Fees	8,507	11,670	10,257	11,065	13,588
Investment Income	553	943	1,301	2,901	9,283
Other Income	7,272	7,049	104,834	5,606	2,058
TOTAL REVENUE	\$ 3,195,656	\$ 3,248,374	\$ 3,431,596	\$ 3,415,412	\$ 3,483,168
Operating Expenses					
Refuse Collection	833,726	830,494	840,612	803,259	833,835
Tipping Fees	750,634	804,079	853,679	836,398	883,645
Recycling Collection	450,377	454,771	493,050	532,619	536,999
Vehicle Purchase/Lease	-	60,989	292,395	82,367	392,651
Tip-Cart/Dumpster Purchases	19,515	29,276	77,967	82,221	77,214
Closed Landfill Costs	69,248	221,226	141,007	456,951	245,108
Debt Service	60,838	58,838	56,775	59,675	57,338
Building Improvements	-	-	-	7,029	7,250
Other Indirect Costs	307,042	317,266	323,757	327,391	332,758
TOTAL EXPENDITURES	\$ 2,491,380	\$ 2,776,939	\$ 3,079,242	\$ 3,187,910	\$ 3,366,798
Cash Flow Operations	\$ 704,276	\$ 471,435	\$ 352,354	\$ 227,502	\$ 116,370
Cash Reserve	\$ 1,018,059	\$ 1,489,494	\$ 1,841,848	\$ 2,069,350	\$ 2,185,720
Outstanding Encumbrances					\$ 140,671
Net Reserve December 31, 2016					\$ 2,045,049
Refuse Rates					
Residential	\$ 19.73	\$ 19.73	\$ 19.73	\$ 19.73	\$ 19.73
Discounted Residential	\$ 9.87	\$ 9.87	\$ 9.87	\$ 9.87	\$ 9.87
Commercial 2 cu. yds.	\$ 100.27	\$ 100.27	\$ 100.27	\$ 100.27	\$ 100.27
Commercial 4 cu. yds.	\$ 123.35	\$ 123.35	\$ 123.35	\$ 123.35	\$ 123.35
Commercial 6 cu. yds.	\$ 143.98	\$ 143.98	\$ 143.98	\$ 143.98	\$ 143.98
% Increase	0.0%	0.0%	0.0%	0.0%	0.0%



FINANCE DIRECTOR'S REPORT
Year-end Report 2016
Storm Sewer Fund



	2012	2013	2014	2015	2016
<i>Revenues</i>					
Storm Sewer Fees	789,536	802,764	804,371	821,561	834,161
Grant Revenue	313,577	-	-	98,876	-
Miscellaneous	-	2,286	13,397	2,123	916
Total Revenue	\$ 1,103,113	\$ 805,050	\$ 817,768	\$ 922,560	\$ 835,077
<i>Operating Expenses</i>					
Wages and Benefits	142,007	162,204	201,922	215,272	226,360
Professional Services	83,669	100,752	145,998	101,222	92,958
Materials and Supplies	29,871	44,415	57,718	41,261	61,734
Capital Outlay	6,904	3,710	7,323	4,109	16,230
Total Operation	\$ 262,451	\$ 311,081	\$ 412,961	\$ 361,864	\$ 397,282
Revenues less Expenses	\$ 840,662	\$ 493,969	\$ 404,807	\$ 560,696	\$ 437,795
Debt Service	\$ -				
<i>Available for Maintenance</i>					
Capital Improvements	\$ 840,662	\$ 493,969	\$ 404,807	\$ 560,696	\$ 437,795
<i>Repairs and Replacement</i>					
Inflow/Infiltration	-	-	56,770	27,230	-
Catch Basins/Manholes/Laterals	-	351	-	-	59,545
Existing Line Repairs	160,608	176,656	770,186	478,947	621,055
Equipment/Prof Services	51,066	82	32,617	-	64,799
Total Repair	211,674	177,089	859,573	506,177	745,399
Cash Flow Operations	\$ 628,988	\$ 316,880	\$ (454,766)	\$ 54,519	\$ (307,604)
Cash Reserve	\$ 2,312,668	\$ 2,629,548	\$ 2,174,782	\$ 2,229,301	\$ 1,921,697
Outstanding Encumbrances					170,127
Net Reserve December 31, 2016					\$ 1,751,570
Storm Sewer Rates					
Residential per month	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50
Non-Residential per ERU	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50



FACT SHEET

AGENDA ITEM NO: 13

DATE: 03/27/2017

ORDINANCE NO: 17-12

RESOLUTION NO:

READING: THIRD

PUBLIC HEARING: YES
March 13, 2017 at 7:30 p.m.

TO: Mayor and Members of City Council

FROM: R. Thomas Homan, City Manager

VIA: Dean Stelzer

TITLE OF PROPOSED ORDINANCE/RESOLUTION:

AN ORDINANCE AMENDING THE REFUSE COLLECTION AND UTILITY SERVICES PORTIONS OF THE SCHEDULE OF FEES AND SERVICE CHARGES.

BACKGROUND:

Annually the City reviews various fees and service charges to determine whether the amounts charged are appropriate. For 2017 staff is recommending changes to refuse rates, as outlined in the 2017 Solid Waste Management Program Update.

REASON WHY LEGISLATION IS NEEDED:

To update service fees.

COMMITTEE RECOMMENDATION:

Finance Committee – Recommended bringing the refuse rate change ordinance to City Council.

FISCAL IMPACT(S):

Proposed increase in residential refuse rates and reductions in the dumpster rates. The rate changes will somewhat offset each other although a slight increase in total revenue is projected.

POLICY CHANGES:

Potential policy changes in the City's refuse service will be discussed.

PRESENTER(S):

Bill Ferrigno
Dean Stelzer
Brad Stanton

RECOMMENDATION:

Approval

ATTACHMENT(S)

ORDINANCE NO. 17-12

AN ORDINANCE AMENDING THE REFUSE
COLLECTION AND UTILITY SERVICES PORTIONS OF
THE SCHEDULE OF FEES AND SERVICE CHARGES.

WHEREAS, as part of the yearly review of the fees established in Delaware Codified Ordinance Section 197.01 it has been determined that the refuse collection rates should be amended; and

NOW THEREFORE, Be It Ordained by the Council of the City of Delaware, State of Ohio:

SECTION 1. The Refuse Collection and Utility Services portions of 197.02 are amended as follows:

197.02 FEE SCHEDULE

REFUSE COLLECTION		
SOURCE OF FEE	FEE TITLE	AMOUNT
929.08	Domestic Refuse Collection	\$19.73 \$20.60 per month Senior citizen discount rate: \$9.87 \$10.30 per month
929.08	Commercial Refuse Collection	\$19.73 \$20.60 per month for basic service consisting of two 32 gallon or one 96 gallon tipcart -or- 10 bag tags
929.08	Additional 96 Gallon Tipcarts	2 total tipcarts \$39.47 41.20 3 total tipcarts \$59.20 61.80 4 total tipcarts \$78.94 82.40 5 total tipcarts \$98.67 103.00
929.08	Commercial Refuse – Containerized Collection – Once Per Week	2 cu. Yds \$100.27 85.37 3 cu. Yds \$106.65 94.48 4 cu. Yds \$123.35 103.58 6 cu. Yds \$143.98 121.80 8 cu. Yds \$182.74 140.02
929.08	Commercial Refuse – Containerized Collection – Twice Per Week	2 cu. Yds \$200.44 170.74 3 cu. Yds \$213.28 188.95 4 cu. Yds \$239.00 207.17 6 cu. Yds \$277.72 243.60 8 cu. Yds \$343.06 280.04

929.08	Commercial Refuse – Containerized Collection – Three Per Week	2 cu. Yds \$298.06 256.10 3 cu. Yds \$319.89 283.43 4 cu. Yds \$354.66 310.75 6 cu. Yds \$411.43 365.41 8 cu. Yds \$507.55 420.06
929.08	Commercial Refuse – Containerized Collection – Four Per Week	2 cu. Yds \$395.63 341.47 3 cu. Yds \$426.51 377.91 4 cu. Yds \$470.31 414.34 6 cu. Yds \$545.14 487.21 8 cu. Yds \$672.04 560.08
929.08	Commercial Refuse – Containerized Collection – Five Per Week	2 cu. Yds \$493.26 426.84 3 cu. Yds \$533.15 472.38 4 cu. Yds \$585.97 517.92 6 cu. Yds \$678.84 609.01 8 cu. Yds \$836.54 700.09
929.08	Additional pickup – Commercial Refuse Customers	2 cu. yds: \$23.13 85.37 3 cu. Yds \$24.62 94.48 4 cu. Yds \$28.46 103.58 6 cu. Yds \$33.23 121.80 8 cu. Yds \$42.17 140.02
929.08	Bag tags (used for trash in excess of tipcart)	1.50 per tag
929.08	Discontinuation/reactiva tion/change in service level of refuse services	\$12.50

UTILITY SERVICES		
SOURCE OF FEE	FEE TITLE	AMOUNT
911.01	Utility Turn On Charge	\$12.50
911.04	Penalty for Nonpayment	5% of bill + \$15.00 + [\$25.00 for returned checks]
911.05	Delinquent water reconnection fee	\$25.00
913.04	Temporary Water Service	\$75.00 for outlet one-inch or less \$150.00 for outlet greater than one inch
913.05	Temporary water turn off/on	\$25.00
913.03	Tap Fees	See Section 913.03

913.13	Meter Rules and Regulations	Certain water meters shall be provided by the Utility Department, Water Division at the cost of the meter to the City. This is currently \$90.00 \$160 for a 5/8 — 3/4 meter.
913.14	Rates for water service inside city	See Section 913.14
913.15	Rates for water service outside city	50% surcharge to schedule of fees for water rates.
913.25	Sale of water for resale	\$2.73 per 100 cubic foot
913.23	Sewer auxiliary meter	\$25.00 inspection plus \$8.35 monthly service fee
917.21	Sewer Capacity Fee	See Section 917.21
917.14	Sewer Service Charges	See Section 917.14

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: _____, 2017

YEAS___NAYS___
ABSTAIN ___

ATTEST: _____
CITY CLERK

MAYOR

2017 Solid Waste Management Program Update

February 9, 2017



Executive Summary

The City of Delaware has provided its residents with a publically managed solid waste collection service since first being introduced in 1951. During the 65 years of operations, many aspects of solid waste management have changed including the closure of two locally owned landfills, modernization of equipment to semi-automated tip cart collection, and expansion of refuse operations to include both curbside yard waste and recycling collection. State and federal regulations now mandate strict and costly requirements in the management of solid waste disposal, as well as the perpetual monitoring of closed landfills for water quality degradation and explosive gas migration. Though landfills are no longer operated within the city, the nearby availability of the county owned waste transfer facility allows for the continued provision of economical collection services.

Today, the city continues to provide high quality and efficient solid waste collection with a fleet of eleven collection vehicles and fourteen staff members. Curbside residential refuse, yard waste and recycling collection are provided on weekdays to nearly 39,000 residents at a monthly rate that has not been adjusted since 2011. While many area communities subscribe to private refuse collection services at rates varying from \$12 to \$26 per month, the city is able to provide the community with high quality services for a proposed monthly rate of \$20.60, a cost just slightly above the average for the region. Additionally, there are many ancillary benefits to maintaining the local refuse collection operation that also deserve consideration, most importantly public access to and interaction with city officials to voice questions and concerns, with the expectation of receiving favorable and timely response. Other significant benefits include the availability of trained drivers to assist the Street Division with winter snow and ice operations; the ability to service the seventeen city parks and facilities; and the provision of refuse collection service for the many local events, street fairs and public gatherings held throughout the year. With public approval overwhelmingly in support of the current refuse operation, it is recommended that the city continue to provide residential curbside collection to its existing and future residents.

Commercial collection operations serve a very small percentage of the communities over 2,500 businesses, with the current 134 customers made up of 37 businesses, 80 multi-family developments and 17 city parks and facilities. Recently, representatives from several multifamily developments have questioned why they are not allowed to seek lower cost refuse service alternatives as is permitted for other commercial business customers. Even when considering a proposed decrease in the city's commercial collection rates, the savings may not be sufficient to satisfy the representatives citing significant savings if they are permitted to entertain private collection services. Though a reasonable position to adopt may be to allow all customers subscribing to city dumpster collection service to consider private collection, it is generally anticipated that the loss of a significant portion of the multi-family customers would leave a customer base too small to justify the continuation of any public commercial refuse collection operations. Suspending commercial operations would result in an estimated \$1.33 per month increase in residential rates to cover certain legacy costs associated with landfill management and general refuse overhead.

As Delaware continues to grow and change, solid waste management policy and regulations requires periodic review and adjustment to remain both competitive, and to provide an appropriate level of service to the community. Items such as bulk item and winter yard waste collections, downtown residential collection, publically accessible dumpsters, and the proposed expansion of refuse and recycling facilities are all additional areas currently under consideration and discussed in more detail within this report.

City of Delaware

2017 Solid Waste Management Program Update

Revised February 7, 2017

Contents

Executive Summary	1
Background & History	3
• Residential & Commercial Operations	3
• Recycling Operations	4
• Yard Waste Operations	5
• EPA Regulations	5
Proposed Program Improvements and Changes	6
• Bulk Item Collection	6
• Downtown Residential Collection	7
• Downtown Business Collection	7
• Downtown Recycling Containers	7
• Big Belly Container	8
• Food Waste Recycling	8
• Commercial Service	8
Refuse Collection Rates	9
• Residential Rates	9
• Commercial Rates	10
Outlook for Maintaining the City Refuse Collection Program	11
Recommendations	14
Bulk Item Collection Policy	16
Residential Refuse Collection Rate Comparison	17
Special Waste Handling Options	18

2017 Solid Waste Management Program Update

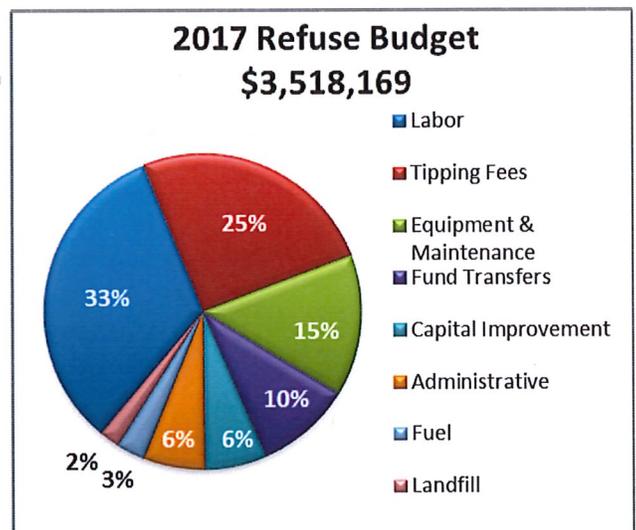
Background & History

The City of Delaware formally established a Division of Sanitation within the Public Service Department by council ordinance No. 2199 approved on February 5th, 1951. The ordinance established the rules, means, methods and costs associated with the collection and disposal of garbage from all properties within the city. The action was performed “in the interest of the public health and general welfare of the City of Delaware to provide a uniform system for the collection and disposal of garbage and trash, and that said garbage systems to be operated exclusively by the City of Delaware.” The operation formerly began on July 1st, 1951 serving Delaware’s 12,000 residents with four rear load refuse collection vehicles and a crew of twelve men.



Refuse was initially collected and taken to the Cherry Street landfill for disposal up until 1973 when that landfill was closed due to lack of space for continued operation and expansion. In advance of the closure, the City purchased property to open and operate the Curve Road landfill east of the Norfolk Southern Rail Line and north of Curve Road. After seventeen years of operation, the city closed the Curve Road landfill in 1990 opting instead to utilize the County’s refuse transfer station on US 42 north of the city. The transfer station remains in use today and is managed by a private contractor for daily solid waste disposal operations. All city residential and commercial waste is taken to the county transfer station. The current cost of disposal for refuse at the transfer station is \$56.56 per ton. This rate is subject to periodic adjustment based on operating expenses and is referred to locally as the “tipping fee”. Tipping fees in the city account for an estimated \$900,000 in annual refuse operation costs, making up just over 25% of the total cost of providing refuse service within the city.

The City of Delaware is included in the Delaware, Know, Marion and Morrow Joint Solid Waste District (DKMM), the governing body established by State regulation in 1989 to develop and oversee the district’s Solid Waste Management Plan. Among other things, the District places emphasis on reducing solid waste through the implementation and support of recycling operations, and makes funding available through grants to assist in supporting recycling opportunities. The district receives financial support via fees originally established in 1994. The current fee charged by DKMM is \$6.00 per ton and is collected as part of the tipping fees charged at the transfer station.

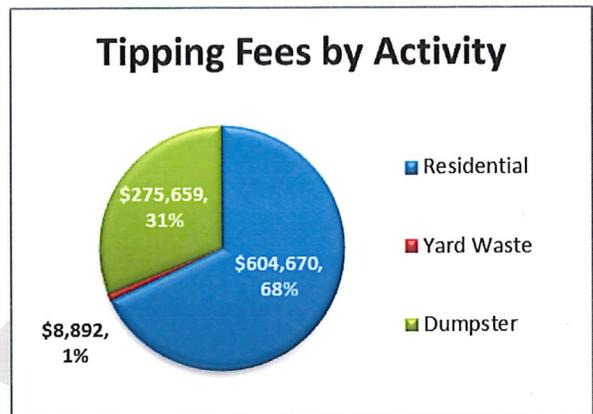


Residential & Commercial Operations

Both residential and commercial refuse collection is currently provided through weekly service. Residential service includes waste, recycling and yard waste collection, while commercial is primarily dumpster collection, though a few businesses are serviced via tip carts. The combined residential and commercial refuse collection operation accounts for

2017 Solid Waste Management Program Update

66% of the cost of refuse collection or \$2,306,000 annually. City residents are required to subscribe to city refuse service while commercial service is optional to businesses. The city currently has over 12,000 customers serviced using the tip-cart system. Tip carts were introduced in 2001 as a means to be able to continue to provide cost effective service at competitive rates for all customers. The tip-cart system requires specialized semi-automated side load vehicles that can be operated by a single man. The tip cart collection system allows for expanding collection coverage as the city grows, with considerably less staff than the three man crew per vehicle required of rear load service operations. The city is able to provide efficient service to its just under 38,000 residents today with only 14 employees, in contrast to the twelve initially required to serve the city in 1951. Many communities across the country have switched to semi or fully-automated tip cart collection as a means to control costs and provide improved, more efficient collection service. A 96 gallon tip cart, provided by the city, is the primary refuse container utilized for service, though 32 gallon containers are available for residents not requiring the larger unit. Residential service is provided by a fleet of four, semi-automated side load tip cart collection vehicles, each with a single operator capable of servicing 600 to 700 stops per day.



The city serves just 37 of the over 2,500 businesses with commercial dumpster collection, representing less than 2% of the total business customers within the city. Also served are 17 city parks and public facilities through its commercial collection operation. By far the largest demand for dumpster service is from the 80 multi-family stops. Though technically classified as residential customers, multi-family locations served by dumpsters make up 74 percent of the dumpster operation and as such, a majority of the estimated \$630,000 annual cost associated with providing commercial dumpster collection. In the past year, several owners of local multi-family properties have requested permission to utilize private collection citing significant cost savings over city service costs. Additional discussion regarding the viability of continuing commercial collection is held below. Commercial customers are serviced by a single rear load packer throughout the week, and with an additional truck assigned on Mondays and Fridays.



Recycling Operations

In 1992, the city began a curbside recycling collections program that currently produces an average of 1,400 tons annually of combined fiber and mixed plastic and metal materials. The program was initiated in part, to meet State mandated refuse reduction standards requiring a 25% diversion of solid waste away from landfills within the DKMM Solid Waste District. Approximately 43% of city residents participate in the curbside recycling program. The materials are collected by the city and transferred to containers for transport by the current recycling contractor, Sims Brothers Inc., to their Marion, Ohio facility. Following additional sorting, recyclables are sold to businesses that are able to

2017 Solid Waste Management Program Update

process them into usable material for manufacture of new products. Fluctuations in the market demand for recycled materials remain volatile. The market demand is currently so low that the value to the recyclables collected locally is offset by the cost of shipping and processing them by the contractor. The estimated \$743,000 cost of managing the recycling program represents 21% of the total refuse operation in 2017. This cost is offset slightly by \$80,000 in annual tipping fees saved by diverting recyclables away from landfills. The recycling program is managed year round with the use of three, split body, side-load recycling vehicles, each manned by a single operator. Recycling collection containers are provided to residents at no cost.

The current recycling transfer building located at Cherry Street is no longer of adequate size for the daily operation, and is in need of significant and costly repair. As part of the ongoing consolidation of city services, the proposed construction of a new 27,000 SF refuse equipment storage and recycling transfer building remains a high priority. The new facility with an estimated construction cost of \$1.8 million would be located on the east side of the Public Works Facility at 440 E William Street. The original recycling building on Cherry Street would be demolished, making way for expanded open space and passive park development along the river.



Yard Waste Operations

Yard waste collection remains an integral part of the overall refuse operation, and a widely used service by the majority of local residents. The estimated \$488,000 cost in 2017 represents 14% of the overall annual refuse operation cost. Though the yard waste program has been subject to several cost cutting measures over the last fifteen years including the elimination of the curbside leaf vacuum collection service and subsequent elimination of city leaf bag distribution, the program itself remains widely popular, generating over 1,800 tons of yard waste annually. Yard waste materials, which include leaves, cut and bundles branches, tree limbs and Christmas trees, are collected and delivered to one of two privately operated organics composting facilities in Delaware, Price Farms Organics and Ohio Mulch. Approximately 90% of yard waste collected is disposed of through Ohio Mulch at a rate of \$6.88 per ton, accounting for the estimated \$9,000 in tipping costs per year. The yard waste collected during fall leaf collection is accepted by both facilities at no cost. Yard waste service is managed through the use of two, rear load packer vehicles, each with a two or three-man crew operating from April through the beginning of December. Consideration to provide increased scheduled collection during winter months is being discussed.



EPA Regulations

The Solid Waste Disposal Act of 1965 (SWDA) regulated the monitoring requirements at the Cherry Street landfill, closed in 1973. Since that time, additional regulation including the Resource Conservation and Recovery Act (RCRA) of 1976, and numerous other federal and state regulations have had far reaching impacts on many aspects of municipal solid waste management and operations. By the time the Curve Road landfill was closed in 1990, strict regulations had been established to control landfill operations and closures, in order to better protect both surface and ground water supplies. Regulations have impacted both of the city's closed landfills in different ways. At Cherry Street, the city is

2017 Solid Waste Management Program Update

mandated to monitor for both the presence and migration of explosive gases, primarily methane, generated through the decomposition of landfilled materials. Due to the presence of several occupied structures within 1000 feet of the edge of the Cherry Street landfill, the city maintains 18 gas monitoring wells to monitor gas migration. Methane readings are collected monthly, recorded, and reported to the OEPA. Recent samples indicate an increased presence of gas along the west side of the landfill, and as such will potentially require the installation of three additional monitoring wells along the west side to monitor gas migration.

The Curve Road landfill, closed seventeen years after its initial opening, is subject to even more restrictive monitoring including both explosive gas and ground water contamination. There are currently 6 gas monitoring wells and 12 groundwater monitoring points at the Curve Road landfill. Following closure, a groundwater leachate collection system was required to be installed and operated, which was subsequently constructed in 2006 at a cost of \$600,000. The system collects an average of 2.6 million gallons per year that must be transported to the Waste Water Treatment facility for proper treatment before being released into the Olentangy River. Refuse staff has spent an average of 900 hours annually, for the pumping and transport of leachate from the Curve Road landfill to the Cherry Street Water Reclamation facility. In 2016, a leachate transfer line was completed from the landfill to the South-Central Sanitary sewer line just north of the landfill. The \$620,000 transfer line provides for the direct conveyance of leachate to the sanitary collection system, eliminating time consuming and costly pumping and trucking costs. The installation of 3 additional gas monitoring wells will be required along the west perimeter of the Curve Road landfill pending construction of a planned housing development just west of the landfill on the opposite side of the Norfolk Southern railway line. All present and future monitoring, maintenance and capital improvement costs associated with both landfills are, and will remain the responsibility of the city. The city spends on average, \$75,000 annually for environmental consulting services for assistance with groundwater sampling, lab analysis and mandated OEPA reporting. Landfill monitoring and capital improvements costs are funded by revenues generated through refuse rates.

Proposed Refuse Program Improvements and Changes

Bulk item collection: Bulk item collection is provided by the majority of refuse service providers, both publically and privately operated. In the past the city has held annual or semi-annual spring/fall clean-up events where residents could bring large quantities of residential waste, including bulky items and materials for disposal. The events were initially well attended though popularity declined in later years resulting in the cost of providing the service exceeding revenues being collected. Today, public requests for bulk item collection continue however for the more practical and customer friendly curbside collection service, similar to how other communities manage bulk item disposal. Curbside service is popular among many residents without the means to transport large items to a collection point or disposal facility. Bulk items can include appliances, furniture or other items too large to be disposed on in a tip cart. The city does offer a move-in/move-out collection service to residents, and will also take



2017 Solid Waste Management Program Update

carpeting that has been appropriately cut, bundled and tagged. An outline of the proposed pilot bulk item collection program was prepared in early 2016 and is included at the back of this report. The policy would provide for pre-arranged collection of bulk items on a designated day, typical to how similar programs are managed in other communities.

Downtown Residential Collection: As residential occupancy of downtown buildings continues to increase, the need to make adjustments to current collection policy and practices in order to better regulate residential refuse collection should be considered. Though for the most part, the majority of residential waste collection occurs on the scheduled Monday collection day, there are incidents where trash bags are randomly deposited on the sidewalk at other times during the week. Trash has also appeared on weekends during the heaviest downtown patronage, leading to both customer and business owner complaints, and subsequent costly response by the city to remove the bags. Enforcing a uniform downtown residential collection policy could help curb the proliferation of residential waste in the downtown area. One proposal suggests limiting downtown residential collection to a single day in the middle of the week, and would mandate trash only be set at the curb between 8PM the previous night and 8AM on collection day. Additional regulations such as bag color and placement near street cans could help minimize visibility, identify violations, and serve to expedite collection operations. Finally, consideration should be given to requiring property owners with residential units to pay the city directly for refuse collection services, similar to how multi-family developments are managed. This would significantly reduce the difficulty in tracking the high turnover of individual residential accounts in the downtown district. All such policy should be discussed publically with property owners and tenants to determine overall viability.

Downtown Business Collection: Businesses located in the downtown district may subscribe to the city's commercial refuse collection service, or subscribe to private collection if preferred. The vast majority of downtown businesses utilize private collection service. There are however several properties with particular needs that continue to subscribe to city service as alternative options are limited. Because not all properties have available space at the rear of the building for the placement of refuse containers, they are forced to either place bagged trash or tip carts along the sidewalk for curbside collection, or to enter into a private agreement with another property owner for access to their dumpster. Most recently, the city began piloting an alternative approach whereby a property owner is paid an annual fee by the city for allowing placement of a publically accessible dumpster on their property for access by adjacent businesses or residential units. While these arrangements can work, changes in business occupancy and property ownership requires a substantial amount of staff time to address new concerns, and to make adjustments to agreements, rates, and collection schedules. As with residential collections, any policy changes to commercial operations should be discussed publically with property owners and tenants to determine overall viability.

Downtown Recycling Containers: In 2015 the City installed twenty recycling containers as a means to increase recycling opportunities for patrons of the downtown area. After two seasons, results regarding the utility of recycling containers remain below expectation. While some individuals take time to properly dispose of recyclable materials in the containers, others continue to utilize the containers for general waste disposal including non-marketable plastic, foam and paper food and beverage containers, food waste, and food soiled paper waste. Public understanding of accepted recyclable materials remains low, leading to improper use and contamination of the desired recyclable materials. Contaminated materials



2017 Solid Waste Management Program Update

are not usable and end up in the main refuse stream to be disposed of in landfill operations. The contamination rate is as high as 50% of all material collected downtown. To underscore the issue, the total amount of usable recyclables collected from the downtown recycling containers over the two-day heavily patronized arts festival would fit within a single tip cart container. Though recycling cans are clearly marked as to what should be placed within them, they continue to be utilized for general waste disposal. Additional labeling may help improve the proper utility of the recycling containers.

Big Belly Container: The Big Belly solar powered refuse collection container was purchased and installed as a pilot project to determine both functionality and utility in the downtown municipal setting. Though the device operated as designed, there has been no notable savings to the community in reduced refuse collection operation cost in the downtown area, as normal collections had to continue to service the many street containers throughout the downtown area. The unit was subsequently relocated to Mingo Park to test its performance in a setting with concentrated crowds. Similar results were found that the unit was utilized, however did not reduce the need to provide routine service to the many other refuse receptacles available throughout the park. Improved utility may be achieved by eliminating all refuse collection containers within the park and replacing with just a few Big Belly units. However, at an estimated cost of \$4,000 per unit, and considering public demand for closely spaced refuse receptacles, the Big Belly unit is just not a good fit for the park or downtown settings, and the installation of additional units is not recommended.



Food Waste Recycling: The city was recently approached by a new food waste composting business, Innovative Organics, to gauge the city's interest in establishing a food product recycling service within the city. Plant based food products would be voluntarily placed in enclosed containers by residents participating in such a program, and collected on regularly scheduled refuse collection days. Both collection containers and service would be privately funded and operated. The food products would be transferred to a larger processing facility outside Delaware where they are used in an organic composting facility. Though the current proposal was not supportable, staff will continue to work with future entities to better understand how such proposals could benefit the community.

Commercial Service: As stated previously, the city provides commercial dumpster collection service to a limited number of properties in town. Included are 80 multi-family developments containing 225 commercial dumpsters to be services weekly. Though ordinance language designates these developments as residential, the type of service provided via large 2, 3, 4, 6 and 8 CY dumpster units is more commonly classified within the refuse industry as commercial collection. Over the past few years the city has received requests from several multi-family property owners, each requesting permission to be able to utilize private dumpster collection services, claiming substantial savings over the city's dumpster collection rates. Private commercial refuse haulers can generally provide similar service at reduced cost for several reasons including reduced labor rates, lower overhead, and more efficient front load collection equipment. It should be mentioned that at current rates, the average multi-family per unit cost for refuse collection service by the city is \$11.55 per month.



2017 Solid Waste Management Program Update

Under consideration is a proposal that would allow for multi-family properties served via dumpster service, to be permitted to consider private collection service just as other local dumpster customers are able to. If such a proposal is implemented, then there is a strong possibility that a majority of the city's multi-family dumpster customers would eventually opt for the lower cost private contract refuse service. As a result, the commercial customer base would be limited and lead to subsequent increases in commercial collection rates for the remaining customers. Eventually, the customer base would be too small to justify maintaining commercial collection operations by the city, at which point remaining commercial collection operations should be suspended. Some operations costs currently included as part of commercial collections rates would then be shifted to the residential collection program costs. It is estimated that suspending commercial operations would lead to an increase in the residential collection rate of \$1.33 per month.

Refuse Collection Rates

Refuse collection rates have been adjusted eleven times over the past twenty-five years leading to a calculated average annual rate increase of 3.89% for residential service in the City of Delaware. Required adjustments can be attributed to several factors including increases in labor, fuel and equipment costs, as well as mandated OEPA regulations expanding recycling operations and landfill management. A detailed review of the refuse rates based on current operation and associated costs has recently been completed. An increase in the residential collection rate is proposed. The increase, however, is below the historical calculated average annual increase for the time period since the last increase in 2011. As stated above, changes to commercial operations will impact the final residential collection rates as well.

Residential Collection Rates (Monthly)												
Year	1992	1994	2002	2004	2005	2006	2007	2008	2009	2010	2011	2017
Rate	\$10.00	\$12.00	\$14.00	\$14.50	\$15.00	\$15.35	\$15.66	\$16.91	\$18.60	\$19.16	\$19.73	TBD

Residential Rates:

The city's residential rates remain very competitive with the other public sector rates as well as private collection rates for similar collection operations. The local monthly residential rate is comprised of four separate costs; waste collection, recycling collection, yard waste collection, and tipping fees. Staff has reviewed the rates of over thirty local and regional jurisdictions providing residential collection service and found rates ranging from \$12 to \$26 per month for curbside service, with the average rate at \$18.93/month. It should be noted though that there is wide variability in factors impacting collection rates including range of services provided, frequency of collection, proximity to landfills, inclusion of legacy costs such as landfill management and operations, and solid waste district fees to name a few. It is very difficult to provide true apples to apples comparison with so many factors involved in determining monthly refuse rates. However, a summary has been provided at the back of this report listing the individual rates and services provided by each jurisdiction included. The information was collected through both work performed by the Delaware County Health Department for jurisdictions within Delaware County, and research by Public Works staff for other Ohio communities. Four of the communities, including Delaware, operate their own public municipal solid waste collection program. The majority of communities offer solid waste collection through publically contracted services that are bid out every few years. The table below shows proposed residential refuse collection rates. An alternative table is also included that indicates the residential collection rates that would be proposed assuming commercial collection operations are suspended.

2017 Solid Waste Management Program Update

Proposed 2017 Monthly Residential Rate					
	Refuse	Recycling	Yard Waste	Tipping Fee	Total
32 Gallon w/ 50% Discount	\$3.80	\$2.63	\$1.70	\$2.17	\$10.30
96 Gallon	\$7.59	\$5.26	\$3.39	\$4.35	\$20.60

Proposed Monthly Residential Rate (Commercial Operations Suspended)					
	Refuse	Recycling	Yard Waste	Tipping Fee	Total
32 Gallon w/ 50% Discount	\$4.13	\$2.82	\$1.84	\$2.17	\$10.97
96 Gallon	\$8.27	\$5.64	\$3.68	\$4.34	\$21.93

Commercial Rates:

Commercial or “Dumpster” rates are comprised of two component factors: the cost to service an individual dumpster unit and the cost to dispose of the waste from each unit. The first remains equivalent for all dumpsters while the second varies depending on dumpster capacity. Because the city offers a wide variety of dumpster unit sizes and service schedules, the table provides the calculated monthly cost per individual dumpster unit as a function of size and service frequency. Shown below are current commercial rates followed by proposed rates. Based on the most recent analysis, the proposed commercial rates reflect a moderate decrease in monthly commercial rates as indicated. The difference in the newly calculated rates over current rates can be attributed to adjustments in the methodology assigning an equitable distribution and allocation of refuse service costs among the four principal components making up the refuse operation. The proposed reductions will result in savings to commercial customers of a few hundred dollars per year, up to a few thousand dollars per year for the larger multifamily complexes.

Existing Monthly Dumpster Collections Fees					
Dumpster	1 Dump/week	2 Dump/week	3 Dump/week	4 Dump/week	5 Dump/week
2 CY Dumpster	\$100.27	\$200.44	\$298.06	\$395.63	\$493.26
3 CY Dumpster	\$106.97	\$213.28	\$319.89	\$426.51	\$533.15
4 CY Dumpster	\$123.35	\$239.00	\$354.66	\$470.31	\$585.97
6 CY Dumpster	\$143.98	\$277.72	\$411.43	\$545.14	\$678.84
8 CY Dumpster	\$182.74	\$343.06	\$507.55	\$672.04	\$836.54

Proposed Monthly Dumpster Collection Fees					
Dumpster Size CY	Weekly Service Frequency (Dumps per week)				
	1	2	3	4	5
2	\$85.37	\$170.74	\$256.10	\$341.47	\$426.84
3	\$94.48	\$188.95	\$283.43	\$377.91	\$472.38
4	\$103.58	\$207.17	\$310.75	\$414.34	\$517.92
6	\$121.80	\$243.60	\$365.41	\$487.21	\$609.01
8	\$140.02	\$280.04	\$420.06	\$560.08	\$700.09

2017 Solid Waste Management Program Update

Outlook for Maintaining the City Refuse Collection Program

In 1951, City Council recognized the value of establishing a well-organized and managed solid waste collection service for the city. Sixty-five years later, the same holds true with refuse collection remaining a critical service for public health, safety and well-being. Unlike the 1950's however, many additional regulations are now in place that have been established to protect the environment and public infrastructure, thus necessitating greater city involvement in all solid waste collection programs. Some communities have moved away from providing a municipally managed solid waste collection service, allowing for the privatization of solid waste collection without local regulation. This has contributed to under regulated and intrusive operations involving multiple contractors working on independent schedules and pricing structures. As a result, not all residents are treated equally and have little or no representation or say regarding their associated refuse collection service and costs. Recognizing this, many public agencies have since joined together to form large public consortiums able to receive publically bid refuse services resulting in price stabilization, controlled collection scheduling and improved access to public officials regarding service concerns. One such collective contract includes Orange, Genoa and Liberty Townships, and serves over 68,000 county residents. In this case, residents benefit from fixed costs, though individuals are still required to establish service directly with the private refuse hauler under the terms of the agreement. In other communities like Marysville, the city continues to provide refuse collection service, however with collection activity performed by a private contractor through a publically bid contract. The later example provides a higher level of service and advocacy on behalf of the residents by the city.

In Delaware, residents are serviced by a publically operated refuse collection program. Some would argue that the highest level of customer care and service is best provided through a well-managed and efficiently run publically operated division, as is the case in Delaware. Residents in the city enjoy the highest level of access to program administrators, and are able to contact the city directly with service questions, complaints and suggestions. Residents also have access to their local council representation to discuss policy and concerns. Others however, may submit that lowest cost should be the predominant consideration when evaluating whether or not a service should be publically or privately managed. To help in contrasting the differences between the current refuse services versus private service, a brief summary of the pros and cons of privatizing refuse collection in Delaware has been included. A similar summary regarding the privatization of commercial collection services in the city are included as well.

Privatizing all Refuse Collection Service - Pros

- Reduced labor force and associated administrative and management operations
- Reduced injuries, workers comp claims, and insurance costs
- Reduced employee work force, absentee and disciplinary issues
- Reduced concern regarding the viability of the future of County Transfer station
- Reduced concern over viability of local private recycling and composting operations
- Eliminates issues having to work in inclement conditions or hazardous driving conditions
- Reduced winter maintenance costs of treating refuse routes in advance of collection service
- Eliminates concerns over equipment breakdowns
- Frees up fleet mechanic's time to work on other priority vehicle repairs
- Eliminates need for construction of new refuse facility
- Allows for competitively bid refuse collection rates and 3-year fixed contract costs.
- Opens building and storage space at Public Works for other activities and future projects

2017 Solid Waste Management Program Update

Privatizing all Refuse Collection Service - Cons

- Loss of direct public input into rates, collection schedules and level of service
- Loss in direct access to refuse operation administration
- Eliminates funding transfers to SMR and general funds
- Reduced CDL driver workforce to assist in winter snow and ice management and plowing
- Reduced response to assist in refuse collection for numerous special events, parades, first Fridays etc.
- Reduced response to assist in weather related cleanups from high winds, ice, flooding etc.
- Loss in immediate response for illegal dumping (downtown area)
- Loss in local assistance for problematic downtown collection needs
- Loss of assistance to local police and health department initiatives
- Decreases opportunities to promote recycling opportunities with the city
- Increased demand in understaffed Street Division to address potential refuse issues
- Loss in residence move-in and move-out service
- Loss in access to DKMM funding for recycling program improvements
- Potential for increased impact to local roadways by private refuse haulers
- Requires City to use private refuse hauler to service 17 city facilities and parks
- No control in residential call-back requests for missed collections
- Could increase number of unresolved complaints that will be redirected to private contractor
- Requires layoff of 14 existing city employees, with associated unemployment cost impacts
- Liquidation of significant equipment assets with an estimated \$3.5 million replacement value.

Elimination of Commercial “Dumpster” Collection Service – Pros

- Allow customers to contract with less costly service options
- Reduces number of problematic downtown customer issues for city to manage
- Reduce equipment inventory and associated insurance, maintenance and replacement costs
- Reduced opportunity for staff injury and equipment failure during commercial operations
- Opens storage space at Public Works for other activities and future projects

Elimination of Commercial “Dumpster” Collection Service – Cons

- Legacy costs in landfill management remain and must be covered via residential collection rates
- Residents in multifamily developments don't contribute to refuse operational costs
- Reduced availability of equipment for special events, weather emergencies and cleanups.
- May require city to contract for private service collection of 17 public facilities.
- Requires code change to address downtown residential collection
- Require code change to allow for placement of “publically accessible” dumpsters
- Could increase number of unresolved complaints that will be redirected to private contractor
- Will result in need for increased code enforcement regarding waste disposal in downtown business district

2017 Solid Waste Management Program Update

The long term viability of maintaining a publically managed residential waste collection program deserves periodic examination. Research indicates that the city continues to be able to offer the community a full range of residential collection services at rates that are generally competitive with private sector operations. While several components contribute to the total cost of providing residential service, a significant factor in maintaining competitive rates is attributable to the proximity of the Delaware County Solid Waste Transfer Station. Without the transfer station, refuse disposal would have to be redirected to the next closest facility in Marion which would add an additional 47 mile round trip to each load being disposed of. Prior analysis indicates utilization of the Marion facility would add an estimated \$340,000 annually to the cost of providing residential refuse service based on increased labor, fuel and vehicle mileage. This would be reflected in an estimated \$2.50 increase in the monthly collection rates. Longer term changes would also be required including an increase in crew size to offset higher travel times, and the replacement of refuse service vehicles with equipment designed for increased highway travel. Both would add to further increases in the monthly residential service costs. Staff works closely with county officials to express the continued benefits to not only the city, but the region in maintaining the current solid waste transfer station.

Public sentiment would seemingly indicate a preference to maintain residential refuse operations as part of city services. According to the recent community attitudes survey, 96% of residents surveyed are “very satisfied” with the city’s refuse collection service. The current crew takes pride in their respective performance and continues to provide a high level of customer satisfaction as echoed in public comment from local residents. Nevertheless, government accountability remains an important issue in the fair evaluation of how public services are provided. For this reason, the city continues to evaluate many of its service operations including solid waste management, to be sure the needs of the community are being met, and associated costs remain acceptable.

It is high time that we recognize the men who faithfully collect our trash, yard waste and recyclables every week in all sorts of weather. They are courteous, helpful, thorough and efficient. I am sure that I am not the only one who truly appreciates their dedicated service. - Robert Caultkins

A second issue questions the future viability of maintaining commercial refuse collection service within the city. Amending city code to allow for any property utilizing dumpster collection service to seek more cost effective private service could essentially reduce the city’s commercial refuse collection operation to a point it may no longer be practical to continue. A resultant suspension in commercial collection would require an increase in the residential collection rate by an estimated \$1.33/month. If suspended, commercial operations could be phased out over a several month period allowing sufficient time for remaining customers to seek alternative service through private contract. If practical, the city could maintain its ability to continue refuse collection for special events, public parks and facilities, move-in/move-out service, bulk collection, and during weather related clean-ups as required. Policy discussion would have to be considered regarding the continuation of service to those businesses and multi-family developments able to be served by tip cart collections as a means to maintain these properties within the city system. Policy regarding the continued establishment of publically accessible dumpsters should also be addressed, specifically in regards to the downtown business district.

2017 Solid Waste Management Program Update

Recommendations

1. **Residential Refuse Collection & Rates:** Maintain City residential collection service. The many ancillary benefits of maintaining a strong municipal refuse collection program, as outlined in the pros & cons discussion, also weigh strongly into the overall value of maintaining the service locally. As long as the community remains satisfied with the level of service and value being provided, and that collection rates remain within the range of rates offered through private sector, the city should continue to operate its residential refuse collection program including waste, curbside recycling and yard waste collection.

Based on recent detailed analysis, the new residential rates should be established as follows:

96 Gallon Tip Cart	\$20.60/month or \$21.93/month without commercial
32 Gallon Tip Cart (Senior Discount)	\$10.30/month or \$10.97/month without commercial

2. **Bulk Item Collection:** Recent survey work clearly identifies that bulk item collection is a part of the majority of residential collection programs across the state, and should be included as part of the city's operation. A draft pilot program was prepared in early 2016 outlining the terms of operating a bulk item collection program. This information has been included at the back of this document. It is proposed to pilot a bulk item collection program for several months to better understand both customer utility and program efficacy in addressing the need. Rates, frequency of service, as well as other regulations would be initially established in accordance with the program outline, and could be adjusted pending the results of the pilot period.
3. **Commercial "Dumpster" Collection:** Consideration should be given to provide all customers requiring dumpster service to do so under the same regulations and opportunities. This would include allowing larger multi-family developments utilizing dumpsters to have the option to contract with private refuse collection contractors. Understanding the potential loss of 74% of current commercial accounts, the city would have to consider moving toward suspending commercial collections all together. Public hearings and discussion should be held to gain additional insight as to the impacts of ending commercial collection by the city.

The proposed new collection rates assuming commercial collection operations are maintained are:

Proposed Monthly Dumpster Collection Fees					
Dumpster Size	Weekly Service Frequency (Dumps per week)				
CY	1	2	3	4	5
2	\$85.56	\$171.11	\$256.67	\$342.23	\$427.78
3	\$95.12	\$190.24	\$285.36	\$380.48	\$475.60
4	\$104.68	\$209.37	\$314.05	\$418.74	\$523.42
6	\$123.81	\$247.62	\$371.44	\$495.25	\$619.06
8	\$142.94	\$285.88	\$428.82	\$571.76	\$714.70

2017 Solid Waste Management Program Update

4. Downtown Refuse Collection: Recommended adjustments to residential collection operations in the downtown business district should be publically reviewed and discussed, including;
 - a. Establishing a new residential collection day in the middle of the week
 - b. Considering specified trash bag drop off locations and bag colors
 - c. Establish permissible trash drop off hours
 - d. Requiring property owners of residential units to be the point of contact for refuse billings
 - e. Requiring property owners with rear access to maintain containers on their respective properties for collection of all of their respective business and residential tenants
 - f. Establish code and user rates for the placement of publically accessible dumpsters
 - g. Consider adjustments to penalties for violations to refuse regulations
5. Refuse Code Changes: As part of this update, several proposed adjustments have been discussed to accommodate changes in policy or program initiatives. Such changes should be considered through public discussion, finalized, and presented through subsequent council meetings as code adjustments.
6. Facility Improvements: Advance the design/build process of the proposed 27,000 SF refuse/recycling building, with a goal of being under construction by 3rd quarter of this year.

2017 Solid Waste Management Program Update

Bulk Item Collection Pilot Program

This program is intended to provide a convenient and affordable means for city residents to periodically dispose of large bulky items that do not fit within weekly collection tipcart containers, and who are unable to transport the items to the Delaware County Solid Waste Transfer Station. The program is not intended to be used for the removal of an entire household of furniture/appliances generated from i.e. property evictions and abandonments or otherwise generated from fire, flood or other event.

Cost per resident

- \$25.00 for up to first three (3) bulk items per stop.
- Additional items are \$10.00 each. Maximum six (6) total items per stop.
- Exact change or check required. No credit card payments will be accepted.
- Fees must be pre-paid at 440 E. William St. weekdays between 8 a.m. and 4:00 p.m.

Collection Date/Time:

- Collection of bulk items will be scheduled to occur on the second Tuesday of each month.
- Items must be placed at the end of driveway or within the adjacent tree lawn area by 7AM on the scheduled day of collection.

Permitted items to include: Items that will be collected through the Bulk item Collection Program include:

- Appliances (non-refrigerant) including water heaters, washer, dryers, stoves, dishwashers, microwave oven, and flat panel TV's.
- Appliances (containing refrigerant) including refrigerators, freezers, dehumidifiers, air conditioners. Note that collection of appliances containing refrigerant require completion by applicant of a "Verification of Refrigerant Disposal Form" at the time of application.
- Household furniture, including lawn and patio furniture sets
- Carpeting/padding (must be cut up and rolled into bundles not to exceed 4 feet in length and 16 inches in diameter. Bundles must be tied with rope or tape heavy enough to support the weight of the bundle.
- Mattresses/box springs (MUST be wrapped in heavy plastic & securely taped). Unwrapped mattresses/box springs will not be taken.
- Bathtubs/toilets/sinks/doors
- Exercise equipment (treadmills, exercise bikes, etc.)
- Glass must be removed from bulk items, placed in a box, taped shut and marked glass
- Basketball poles (remove backboard from pole). The pole should be cut into 4 foot sections and all weight removed from base.

Excluded Items: Items that will NOT be collected through the Bulk item Collection Program include:

- Construction materials, Concrete/Asphalt/Dirt/Stone of any type
- Auto parts; Tires of any type/Batteries
- Hazardous waste/Oil/Paint/Flammable or explosive materials
- Yard Waste/Brush/Rocks/Dirt/Railroad Ties/Logs
- Bagged Trash/Trash Cans/Cardboard
- Pianos, Spas, Hot Tubs, Pool Tables, etc.
- Computer monitors, Fluorescent Bulbs

For additional information or questions please contact the Public Works Department at 740-203-1810

2017 Solid Waste Management Program Update

Residential Refuse Collection Survey '16/'17								
Jurisdiction	Population	Residential Collection Fee	Containers Fees	Total Monthly Fee	Senior Rate or Discount	Curbside Recycling	Yard Waste Collection	Bulk Item Collection
City of Delaware ⁽¹⁾	37,316	\$20.60	No	\$20.60	50%	Yes	Yes	Pending
City of Powell ⁽⁵⁾	12,975	\$16.95	Not Provided	\$16.95	10%	Yes	Yes	Yes
Marysville ⁽⁴⁾	22,817	\$21.00	No	\$21.00	30%	Yes	No	Yes
Springfield	59,680	\$18.79	No	\$18.79	10%	Yes	Yes	Yes
Lebanon	20,623	\$18.29	No	\$18.29	10%	Yes	Yes	Yes
Beaver Creek	46,277	\$19.98	No	\$19.98	10%	Yes	Yes	Yes
Grove City	39,388	\$15.00	\$1.00	\$16.00	10%	Yes	Yes	Yes
Hilliard	33,649	\$16.43	No	\$16.43	10%	Yes	Yes	Yes
Westerville	38,384	\$18.00	\$3.50	\$21.50	10%	Yes	Yes	Yes
Pickerington	19,745	\$9.52	\$3.50	\$17.02	10%	\$4.00	Yes	Yes
Marion ⁽¹⁾	36,363	\$22.00	Not Provided	\$22.00	50%	Yes	Yes	Yes
Genoa Township	25,272	\$12.95	\$3.00	\$15.95	10%	Yes	Yes	Yes
Orange Township	27,104	\$12.95	\$3.00	\$15.95	10%	Yes	Yes	Yes
Liberty Township	16,308	\$12.95	\$3.00	\$15.95	10%	Yes	Yes	Yes
Upper Sandusky ⁽¹⁾	6,527	\$12.00	Not Provided	\$12.00	No	Yes	No	Yes
Newark	47,986	\$18.79	\$3.50	\$22.29	10%	No	Yes	Yes
Lancaster ⁽¹⁾	39,766	\$13.50	Not Provided	\$13.50	33%	No	Yes	Yes
Xenia	25,498	\$21.99	No	\$25.49	10%	\$3.50	No	Yes
Mansfield	46,830	\$18.14	\$3.50	\$21.64	10%	No	Yes	No
Village of Prospect ⁽¹⁾	1,100	\$18.50	No	\$18.50	No	No	Once/Month	No
Village of Sunbury	5,057	\$11.25	\$2.50	\$16.70	10%	\$2.95	No	Yes
Village of Galena ⁽²⁾	768	\$16.43	\$3.00	\$19.43	6%	Yes	No	No
Village of Ashley	1,347	\$14.75	Not Provided	\$14.75	No	Yes	No	No
Kingston Township	2,225	\$12.88	Not Provided	\$17.28	No	\$4.40	No	No
Concord Township	10,527	\$16.95	No	\$16.95	10%	Yes	No	Yes
Shawnee Hills	770	\$26.00	Not Provided	\$30.00	No	\$4.00	No	No
Porter Township	2,052	\$17.84	\$2.50	\$24.34	10%	\$4.00	No	No
Marlboro Township	293	\$16.33	Not Provided	\$16.33	No	No	No	No
Oxford Township ⁽³⁾	1,008	\$15.06	Not Provided	\$15.06	No	No	No	No
Berlin Township	7,175	\$14.98	No	\$14.98	10%	Yes	No	Yes
Berkshire Township	2,853	\$14.98	No	\$14.98	10%	Yes	No	Yes
Delaware Township	2,064	\$14.98	No	\$14.98	10%	Yes	No	Yes
(1) Public operated refuse service								
(2) Chipping Service provided by Township May-October						Average Monthly Rate	\$18.93	
(3) 46% Paid by Township								
(4) Yard Waste Collection is provided through the Sanitation Division								
(5) Recycling Container provided by city								

2017 Solid Waste Management Program Update

Special Waste Handling Options

Gently used clothing, bedding, furniture, appliances and household items

- People in Need, Inc. - 138 Johnson Drive, Delaware, OH 43015 Phone: 740.363.6284
- Good Will - 1135 B Columbus Pike (Rt.23) Delaware, Ohio 43015 Phone: (740) 362-5541
- Salvation Army - 8659 Columbus Pike Lewis Center, OH, 43035

Surplus & Used Building Materials

- Habitat for Humanity ReStore 305 Curtis Street, Delaware, OH 43015 (740) 363-9950

Cell Phones -may be taken to the Delaware County Victims Services or Sheriff's Office, Columbus Zoo (also accepts cell phone peripherals), and Sims Recycling.

Automobiles - May be accepted by local charities, including the Kidney Foundation, Goodwill, Salvation Army, and Wheels for Wishes.

Bulk Waste Disposal

- Delaware County Transfer Station, 888 US42 North (740-369-7700) (Fees)
- College Hunks Hauling Junk - 652 W Central Ave., Delaware Phone: (740) 362-4244

Bulk Residential Yard Waste

- Price Barns Organics 4838 Warrensburg Rd. Delaware, OH 43015 (740-369-1000)
Ohio Mulch 883 US Highway 42 N (740-363-8496)

Tires - Tires may be taken to the Delaware County Solid Waste Transfer Station (Fee) 740-369-7700. The DKMM Solid Waste District holds special Household Hazardous Waste (HHW) Days (<http://dkmm.org>). Tires are accepted for a fee of \$1 for passenger tires (17" or less), \$4 for truck tires and \$25 each for Semi/Farm/Tractor tires at the HHW Days only.

Automobile Batteries -Car or truck batteries can be dropped off at Monro Muffler (1105 Columbus Pike), Tractor Supply Company (2621 US23 N), or Sims Recycling Center (65 London Rd)

Rechargeable Batteries- Radio Shack North Point Plaza Lewis Center, 43035 740-657-1140; Home Depot 8704 Owenfield Dr., Lewis Center, 43035 740-548-9961; Batteries Plus 8593 Columbus Pike, 614-396-5490

Appliances - Appliances can be taken to Sims Recycling (fee for Freon and non Freon), the Delaware County Solid Waste Transfer Station will accept non Freon appliances at no charge. Freon must be removed by a certified technician.

Electronics- are accepted at Sims Recycling, Best Buy and Ohio Drop Off at Ohio Mulch (www.ohiodropoff.com). For television and computer monitors, Sims charges \$.40 a pound for televisions and \$.25 a pound for CRT style monitors. Sims does not accept any flat panel, rear projection screens or laptops. Best Buy accepts 32" or less screen size tube televisions and 60" or less flat-screen televisions free of charge. Ohio Drop Off at Ohio Mulch locations (NO CRT Monitors or Tube Televisions) only LCD tvs and LCD computer monitors.

Household Hazardous Waste Drop Offs - One drop off is held annually in each of the District's four counties. Two events are held each spring and two events are held each fall. Residents of Delaware County are welcome to attend events in Delaware Knox, Marion, or Morrow Counties (<http://dkmm.org>).

2017 Solid Waste Management Program Update

Light Bulbs - CFLs and fluorescent tubes (small quantities) from residences can be taken to Lowes. Home Depot accepts CFL's (compact Fluorescent) only. Menard's will accept tubes only if replacement tubes are purchased from them. Fluorescent lamps can be brought to the DKMM Household Hazardous Waste Drop offs (<http://dkmm.org>)

Motor Oil - can be taken to TSC, Walmart in Lewis Center or Delaware, or Auto Zone stores, or check with a service center near you.

Polystyrene (#6) plastic peanuts - The UPS Store 175 S Sandusky St., Delaware, 43015 740-363-7653; Pak Mail 825 Houk Rd., Delaware 43015 740-363-5530; Pak Mail Centers of America 8595 Columbus Pike, Lewis Center, 43035 740-657-3600

Vegetable Oils - can be recycled. For more information, call MB Katter at 740-362-3000.

Prescription Drug Drop Boxes -

- Delaware County Jail - 844 US 42 N., Delaware
- Delaware City Police Dept. - 70 N. Union St., Delaware

DRAFT



FACT SHEET

AGENDA ITEM NO: 14

DATE: 03/27/2017

ORDINANCE NO: 17-16

RESOLUTION NO:

READING: FIRST

PUBLIC HEARING: YES
March 27, 2017 at 7:15 p.m.

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 AN AMENDMENT TO CHAPTER 1168.07 REPLACEMENT OF REMOVED TREES OF CHAPTER 1168 TREE PRESERVATION REGULATIONS OF THE PLANNING AND ZONING CODE.

BACKGROUND:

The purpose of the amendments to Chapter 1168 is to clearly identify the tree banking options for replacement trees and how any funds acquired via the payment in lieu of planting regulations can be spent. The updated code clarifies for applicants (developers), staff and the public the processes outlined in current code as well as the current and past administrative practice of the City in this regard. The intent of replacement and removed trees overall is to maintain an equivalent tree canopy Citywide before and after removal and/or construction. Overall then, the new code sections simply codify the current and past practices of the city while making this section much clearer.

REASON WHY LEGISLATION IS NEEDED:

Per Chapter 1130.04 amendments initiated by the Planning Commission must be appointed by City Council.

COMMITTEE RECOMMENDATION:

Planning Commission approved this case 7-0 on March 1, 2017.

FISCAL IMPACT(S):

N/A

POLICY CHANGES:

N/A

PRESENTER(S):

David Efland, Planning and Community Development Director

RECOMMENDATION:

Staff recommends approval

ATTACHMENT(S)

See attached

ORDINANCE NO. 17-16

AN ORDINANCE APPROVING AN AMENDMENT TO
CHAPTER 1168.07 REPLACEMENT OF REMOVED
TREES OF CHAPTER 1168 TREE PRESERVATION
REGULATIONS OF THE PLANNING AND ZONING CODE.

WHEREAS, the Planning Commission at its meeting of March 1, 2017, recommended approval of an amendment to Chapter 1168.07 Replacement of Removed Trees of Chapter 1168 Tree Preservation Regulations of the Planning and Zoning Code (PC 2017-0014).

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

SECTION 1. That the amendment to Chapter 1168.07 Replacement of Removed Trees of Chapter 1168 Tree Preservation Regulations of the Planning and Zoning Code is hereby confirmed, approved, and accepted.

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: _____, 2017

YEAS ___ NAYS ___
ABSTAIN ___

ATTEST: _____
CITY CLERK

MAYOR



PLANNING COMMISSION/STAFF REPORT

CASE NUMBER: 2017-0014

REQUEST: Zoning Code Amendment

PROJECT: Replacement of Trees

MEETING DATES: February 28, 2017 – Shade Tree Commission
March 1, 2017 – Planning Commission

APPLICANT/OWNER

City of Delaware
1 South Sandusky Street
Delaware, Ohio 43015

REQUEST

2016-0014: A request by the City of Delaware for approval of an Amendment to Chapter 1168 Tree Preservation Regulations of the Planning and Zoning Code pertaining to replacement of trees.

PROPERTY LOCATION & DESCRIPTION

These amendments to the Planning & Zoning Code more specifically document the tree placement options in Chapter 1168 of the Tree Preservation Regulations in the City of Delaware.

BACKGROUND

The purpose of the amendments to Chapter 1168 is to clearly identify the tree banking options for replacement trees and how any funds acquired via the payment in lieu of planting regulations can be spent. The updated code clarifies for applicants (developers), staff and the public the processes outlined in current code as well as the current and past administrative practice of the city in this regard. The intent of replacement and removed trees overall is to maintain an equivalent tree canopy Citywide before and after removal and/or construction. Overall then, the new code sections simply codify the current and past practices of the city while making this section much clearer.

STAFF ANALYSIS

- Section 1168.07 Replacement of Removed Trees
 - Inserted and documented more specific tree replacement options including tree bank site options and tree bank fund options.
 - *The proposed revisions clarify the applicants (developers) options and documents past practices pertaining to tree replacement options.*

Staff believes the above revisions to the Tree Preservation Regulations are clearer and more user friendly while documenting and reinforcing past practices pertaining to tree replacement options.

UPDATE:

Shade Tree Commission discussed the draft code at its meeting on January 24, 2017. There were several comments regarding general administration items, financial items, as well as the proposed draft code itself. As a reminder of the general development process, developments of various kinds generally start at the Staff or Planning Commission level. These move through the required regulatory process many of which end with a City Council action(s). Often, but not always, proposals are reviewed by Shade Tree Commission as a part of the overall process. This is not a step by step (or linear) process necessarily. This facilitates applications and decision making but accounts for required steps prior to final approval of a built project. Therefore, Shade Tree Commission may see cases proceed to either Planning Commission or City Council prior to being set before the Shade Tree Commission. Occasionally, Shade Tree may even review a proposal prior to the review of Planning Commission or City Council. The regulatory scope of review for Shade Tree Commission, also discussed in past years, is to review and approve street tree plantings. Additionally, Shade Tree Commission is asked to provide review and informal comment upon private landscaping. Often these comments, though informal, result in substantive changes from applicants and they are much appreciated by Staff and applicants alike.

A comment was made indicating that no more than 75% of the Tree Bank fund should be used in any year and that this should be codified within the Zoning Code. While a valid point to discuss, this comment should be reviewed in the context of the annual budget process and is ultimately a decision to be made by City Council. As a result, this is not an item that can be captured within the Zoning Code provision being reviewed at this time.

Staff would recommend that the Commission make an informal request of Staff to communicate this item to City Council for consideration or the Commission can take a formal motion forward. Staff would recommend the informal approach first and that this is included within the annual budget process for consideration.

A comment was made regarding providing updates (up to twice per year) on the tree bank fund, its levels, and expenditures. Again, while a valid request, this is not an item that can be captured within the Zoning Code provision being reviewed at this time. This item could be addressed by Parks and Natural Resources Staff administratively and there may be times when the Commission desires more or less frequent updates.

A comment was made regarding utilizing the Tree Bank Fund for promotional or educational purposes. While promotional and educational activities are certainly excellent opportunities to inform the public regarding street trees, the Tree Bank Fund, as given in this section of the Zoning Code, is specifically related to the replanting of trees that were removed from a site (in caliper inches). As such, there has to be a reasonable connection between the regulation and the use of the funds. In this case, that is specifically utilizing the funds to replant trees. Promotional and educational items do not replant trees, obviously, and therefore this is not an item that can be captured within the Zoning Code provision being reviewed at this time. Staff would suggest that the Commission communicate its desire for these types of materials to be developed, budgeted for, and distributed to the community to City Council. This could be simply directing Staff to make such a request or taking a formal motion forward on the matter. Staff would recommend the informal approach first and again consideration within the annual budget process.

Staff continues to recommend the proposed changes to the Zoning Code as submitted.

STAFF RECOMMENDATION

Staff recommends approval of amendment to Chapter 1168 Tree Preservation Regulations of the Planning and Zoning Code pertaining to replacement of trees.

COMMISSION NOTES:

MOTION: _____ 1st _____ 2nd *approved* *denied* *tabled* _____

CONDITIONS/MISCELLANEOUS:

FILE:
ORIGINAL:
REVISED: 1/10/2016

Chapter 1168
Tree Preservation Regulations

1168.01	Purpose.	1168.07	Replacement of removed trees.
1168.02	Applicability.	1168.08	Exemptions.
1168.03	Definitions.]	1168.09	Planting and maintenance requirements.
1168.04	Required preservation of major trees and woodlands.	1168.10	Coordination with required landscaping.
1168.05	Tree preservation plan.	1168.11	Flexibility.
1168.06	Removal of major trees and woodlands.		

SECTION 1168.01 PURPOSE.

These regulations are established in order to recognize the vital importance of tree growth in the ecological system, while allowing for reasonable development of lands in the City of Delaware and achieve, among others, the following purposes:

- (a) To ensure the preservation of existing trees and natural wooded areas and encourage replacement of damaged or removed trees so that City residents may benefit from a healthy urban forest. The benefits derived from tree preservation and replacement include:
- (1) Energy conservation;
 - (2) Improved air quality;
 - (3) Reduced noise pollution and light glare;
 - (4) Enhanced habitat for birds and other desirable wildlife;
 - (5) Improved control of soil erosion and moderation of water runoff;
 - (6) Enhanced visual and aesthetic qualities; and
 - (7) Increased property value.
- (b) To promote the preservation and replacement of existing trees and wooded areas in such a manner that the benefits listed in (a) above are realized.
- (c) To promote the preservation, replacement and/or augmentation of trees that might otherwise be damaged or removed in the course of land development and building construction.

SECTION 1168.02 APPLICABILITY.

- (a) This chapter shall apply to trees that have a minimum six (6)-inch diameter at breast height (DBH), also known as major trees, on all public and private properties, in all zoning districts, unless exempted below.
- (1) This chapter shall not apply to single-family residential lots of less than two (2) acres that existed prior to the date this provision takes effect.
- (b) No trees shall be removed from any parcel of land until a tree clearance permit has been issued by the Director of Planning and Community Development or designee, unless specifically exempted by the provisions of this Chapter. (ORD 02-55 Passed May 13, 2002)
- (1) Clearing of Land. No trees shall be removed from any parcel of land until a tree clearance permit has been issued signifying compliance with the regulations of this Chapter.
 - (2) Clearing of Land Prior to Annexation. Trees removed from any parcel of land within one year prior to its annexation to the City of Delaware shall be subject to a tree replacement plan as if the parcel had been a part of the city when the tree removal occurred. (ORD 02-55 Passed May 13, 2002)
 - (3) New Development or Construction. No building permit or certificate of zoning compliance shall be issued for any development or the construction of any building, structure or vehicular use without it first being determined through the development

plan review process that the proposed development is in conformance with the provisions of this chapter.

- (4) Substantial Alteration or Expansion of Existing Development. No building, structure or vehicular use area shall be substantially altered or expanded without it first being determined through the development plan review process that the proposed development is in conformance with the provisions of this chapter.
- (c) The fee for a tree clearance permit shall be \$150. Collected fees shall be placed in the Tree Bank Fund. The Director of Planning and Community Development may waive the fee requirement for permits involving 10 trees or less. (ORD 02-104 Passed August 12, 2002)

SECTION 1168.03 DEFINITIONS. [TRANSFERRED TO CHAPTER 1121 DEFINITIONS.]
(ORD 04-92 Passed 6-14-04)

SECTION 1168.04 REQUIRED PRESERVATION AND REPLACEMENT OF MAJOR TREES. (ORD 02-55 Passed May 13, 2002)

In all zoning districts, all major trees shall be preserved and/or replaced in compliance with the provisions of this chapter, unless exempted herein.

- (a) Each major tree removed during the course of the development of a lot shall be replaced by the owner of the lot with trees that have a total caliper equal to, or greater than, the total caliper of the removed major tree. In no case shall any replacement tree have a Diameter at Breast Height that is less than 1.75 inches. (ORD 04-92 Passed 6-14-04)
- (b) The Director of Grounds and Facilities (or designee) shall approve the caliper, species, and health of all proposed replacement trees.
- (c) Failure to replace a major tree within two (2) years of the approval of the application referred to in subsection (a) shall be a misdemeanor for each separate failure to replace a tree.

SECTION 1168.05 TREE REPLACEMENT PLAN.

A tree replacement plan prepared in consultation with the Director of Grounds and Facilities shall be required as part of the applications for a tree removal permit and a certificate of zoning compliance. (ORD 02-55 Passed May 13, 2002)

- (a) The tree preservation plan shall be drawn to an appropriate scale and include, at a minimum, the following information:
- (1) The location, common name, and size (DBH) of all existing major trees. The City may, at its discretion, accept an estimate of the number and size of trees on a site when the site exceeds three (3) acres. In considering estimates, the City may allow the use of techniques such as site photographs, aerial photographs, site visits, etc.
 - (2) Identification of the tree preservation area(s), including all existing major trees that will be preserved and remain on site after construction and development.
 - (3) Identification of all major trees that will be removed from the site as permitted by Section 1168.06.
 - (4) The location, common name, and size of all replacement trees to be planted on the site as required by Section 1168.07.
- (b) If all required replacement trees cannot be accommodated on site, the plan shall indicate where and how the applicant will replace the balance of the required trees as required by Section 1168.07.

SECTION 1168.06 REMOVAL OF MAJOR TREES.

- (a) The Director of Planning and Community Development (or designee) may approve the cutting down, removal, or destruction of a major tree when the tree interferes with the proper development of the lot, provided that the lot is the subject of application for approval of a zoning certificate, development plan, variance or conditional use permit; such application is approved; and one of the following applies: (ORD 02-55 Passed May 13, 2002)
- (1) The tree is located within a proposed public right-of way.

- (2) The proposed structure cannot be located in a manner to avoid removal of the tree and, at the same time, permit the desirable and logical development of the lot.
- (3) The tree is located within the area of a proposed driveway that will service a single-family or two-family home or is within the area of a proposed access drive that will service dwellings in a planned residential development, multi-family development, or planned multi-family development.
- (4) The tree is damaged or diseased.
- (5) The tree is an undesirable species in its present location.

Approval to remove a major tree does not remove the property owner's responsibility to replace the removed major tree. (ORD 04-92 Passed 6-14-04)

(b) Removal. A tree shall be deemed removed if one or more of the following occurs:

- (1) Damage is inflicted to the root system by machinery, storage of materials and/or soil compaction.
- (2) The natural grade is changed above or below the root system or around the trunk.
- (3) Damage is inflicted on the tree that would permit fungus or pest infection.
- (4) The tree is excessively pruned or thinned.
- (5) Areas are paved with concrete, asphalt or other impervious material within such proximity to the tree as to be harmful to the tree.

1168.07. - Replacement of removed trees.

A developer or property owner shall replace all trees removed pursuant to [Chapter 1168](#) as follows, with the most desirable replacement option being listed first. A combination of replacement options **(a)(1) through (3) below** is acceptable if all replacement trees cannot be accommodated on site **as determined by the City. The intent of replacement of removed trees overall is to maintain an equivalent tree canopy citywide before and after removal/construction.** (Ord. 02-55. Passed May 13, 2002)

(a) Replacement options.

- (1) On-Site Replacement. A minimum of fifty percent (50%) of the required replacement trees shall be replanted in another location on the site from which the original trees were removed to maintain the remaining natural distribution of tree cover in the City.
- (2) Tree Bank Site Option. Although 100% on-site tree replacement is desired, if this is determined to be impossible or impractical, the remaining balance of required replacement trees shall be planted on a designated Tree Bank site **provided that the City, in its sole discretion, determines there is an acceptable site to accommodate this option. The Tree Bank site refers to areas (typically public land, parks, etc.) that are receiver sites for tree plantings. A publicly held site is preferred, but the City may designate a private Tree Bank site where the tree replanting area will be permanently preserved via covenant or easement. Planting shall be carried out directly by the developer/landowner with direction and inspection of the City Arborist.**
- (3) Tree Bank Fund Option. If **neither On-Site Replacement, (a)(1) above, or a Tree Bank site, (a)(2) above, options cannot accommodate the required replacement trees, a payment in lieu of replanting may be utilized. At no time shall the fee be less than \$100 per caliper inch of**

required replacement. The replacement fee for each tree shall be allocated to the Tree Bank Fund according to the schedule of fees established by Council. **Tree Bank Funds shall be used only for the planting and installation of trees on public property at any location within the City, including in the right of way as determined by the City in its sole discretion. Planting and installation may include purchase, transportation, mulching, watering, and labor associated with the replacement tree(s) for up to one year from the date of planting. An Applicant who chooses this Replacement Option shall have no right of decision in the location, type, or method of installation or maintenance of trees, as the payment is a voluntary payment in lieu of planting the required caliper inches of trees on or off site as given in replacement Options (a)(1) and (a)(2) above.**

- (4) Size of Replacement Trees. Each replacement tree shall have a minimum caliper of 1.75 inches and a clear trunk height of at least six (6) feet.

(Ord. 04-92. Passed 6-14-04)

SECTION 1168.08 EXEMPTIONS FROM REPLACEMENT.

The Director of Planning and Community Development may approve the removal of a major tree if one of the following applies. Trees removed under the following conditions are exempt from the replacement requirements of Section 1168.07.

- (a) The tree is dead, damaged, or diseased.
- (b) The tree is an undesirable species in its present location, as determined by the Director of Grounds and Facilities (or designee). (ORD 02-55 Passed May 13, 2002)
- (c) The tree poses potential danger to life or property.

SECTION 1168.09 PLANTING AND MAINTENANCE REQUIREMENTS.

- (a) All trees to be used as replacement trees shall be of a variety determined to be acceptable by the Director of Grounds and Facilities (or designee). (ORD 02-55 Passed May 13, 2002)
- (b) Replacement trees that may reach a height of thirty (30) feet shall not be planted within twenty (20) feet of an overhead power line.
- (c) Trees shall be planted an adequate distance from access drives and intersections so that, at full maturity, such planting shall comply with Section 1149.06 to ensure the unobstructed visibility of motorists and pedestrians.
- (d) The developer shall be required to maintain all replacement trees for two (2) years after the trees are planted and to replace any tree that dies within such two-year guarantee period, according to the following:
 - (1) Upon completion of the tree planting, the landscape contractor shall contact the Director of Grounds and Facilities to initiate the guarantee period. (ORD 02-55 Passed May 13, 2002)
 - (2) The guarantee period shall begin after the approval of the Director of Grounds and Facilities (or designee). (ORD 02-55 Passed May 13, 2002)
 - (3) A final inspection shall be made at the end of the two-year guarantee period. All trees not exhibiting a healthy, vigorous growing condition, as determined by the City's inspection, shall be replaced at the expense of the developer or builder.

- A. The developer shall notify the Department of Grounds and Facilities within five (5) business days of the end of the guarantee period to schedule the final inspection.
 - B. All trees not exhibiting a healthy, vigorous growing condition, as determined by the City's inspection, shall be replaced at the expense of the developer or builder.
 - C. If the City determines that replacement of a tree is required, such replacement shall occur within thirty (30) days of the date the City's inspection report is submitted to the developer. The two-year guarantee period shall begin anew for each replacement tree.
- (e) Preserved or replacement trees shall not subsequently be removed from a site unless approved pursuant to Section 1168.06 or exempted pursuant to Section 1168.08 and the regulations of this Chapter.
 - (f) Where applicable, the City may require the original owner of any property on which trees have been preserved or replaced according to the requirements of this Chapter to add a restrictive covenant to the deed that shall inform subsequent purchasers, lessees or occupants of the site that trees shall not subsequently be removed from a site except when approved pursuant to Section 1168.06 or exempted pursuant to Section 1168.08 and the regulations of this Chapter.
 - (g) Failure to replace major trees as required by this Section within one (1) year of the approval of the application referred to in Section 1168.02 shall be a misdemeanor for each separate failure to replace a tree.

SECTION 1168.10 COORDINATION WITH REQUIRED LANDSCAPING.

- (a) The tree preservation requirements of this Chapter shall be in addition to the landscaping and screening requirements of Chapter 1166. (ORD 02-55 Passed May 13, 2002)
- (b) The required tree preservation plan shall be coordinated with all landscaping required by Chapter 1166 to achieve a cohesive landscape treatment for the entire site. (ORD 02-55 Passed May 13, 2002)

SECTION 1168.11 FLEXIBILITY.

The standards and criteria in this Chapter establish the City's objectives and the level of tree preservation expected. However, in applying these standards, the Planning Commission, Shade Tree Commission, and City Council may: (ORD 02-55 Passed May 13, 2002)

- (a) Exercise discretion and flexibility with respect to the placement and arrangement of required elements to assure that the objectives of this chapter and the proposed development are best satisfied.



FACT SHEET

AGENDA ITEM NO: 15

DATE: 03/27/2017

ORDINANCE NO: 17-19

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 FOR T&R PROPERTIES APPROVING A FINAL DEVELOPMENT PLAN FOR THE ENCLAVE AT ADALEE CONSISTING OF 96 SINGLE FAMILY ATTACHED UNITS ON APPROXIMATELY 15.18 ACRES ZONED R-6 PUD (MULTI-FAMILY RESIDENTIAL DISTRICT WITH A PLANNED UNIT OVERLAY DISTRICT) LOCATED ON THE WEST SIDE OF SOUTH HOUK ROAD JUST NORTH OF ARTHUR PLACE.

BACKGROUND:

In 1999 (Ordinance 99-76), Medrock LLC., received approval of a Planned Mixed Use Development (PUD) that encompassed approximately 282 acres essentially south of US 36, north of the railroad tracks, west of Acme Road and along and east of the Houk Road. The permitted land uses include single family, two family attached, multi-family, commercial and industrial uses. A large portion of this area has been built out which includes the following developments: Adalee Park, Millbrook, Braddington Commons, Arthur Place, Village at Willowbrook Farms, Willowbrook East. In 2007, this portion of the Willowbrook PUD was subject to a rezoning which was coordinated with the initial submission for what became Arthur Place. In 2008, Arthur Place “flipped” sites and became located at its current site. This left the multi-family area in question in this case as the land remaining between the proposed retail and existing senior housing sites (Arthur Place). Also in 2008, the retail site underwent a rezoning which included some revised development text as well as the required mounding and landscaping

along the south boundary of the retail site. All of the previous plans and changes have been reviewed with this case to ensure consistency and adherence to prior actions.

Now the developer is proposing to develop 96 single family attached units on 96 lots on approximately 15.18 acres for a density of 6.32 units per acre. The main access would be a full movement curb cut on South Houk Road adjacent to Rockmill Street with a second access point utilizing the northern most access point to Arthur Place which is a right-in/right-out only curb cut. The site layout would entail a looped street configuration with a main access drive bisecting the development. An open space area with benches would be located behind the lots on Mara Avenue and Amelia Lane and include a sidewalk which would connect to the development mail box on the southeastern portion of the site on Isaac Lane. A retention pond is located along South Houk Road in the southeastern portion of the site. Just east of the retention pond is the existing mound with landscaping that buffers South Houk Road and the subject development. Per the approved revised PUD development text, a proposed 8 to 12 foot high mound with landscaping would be located just north of the development to buffer the future commercial zoned property. There would be six common spaces located in front of the mailbox area on Isaac Lane and eight spaces on Blaise Lane on the northwestern portion of the site. The subject 96 single family lots (owner occupied) would have a minimum lot size of 4,275 square feet (45-ft x 95-ft). The attached units would have a minimum front yard of 25 feet and a minimum rear yard setback of 18 feet while there would be a minimum 10 feet between units. Also, morning/sunroom(s) would be permitted on all interior lots as well as lots abutting South Houk Road. The morning/sunroom(s) shall have a minimum rear yard setback of 10 feet. In addition, each unit will be permitted a deck or patio that would need to be setback a minimum 10 feet from the rear property line. The minimum unit size is 1,350 square feet. Each unit would have a two car garage with a driveway which can accommodate parking for two vehicles. Furthermore, the subject condominium development would have a homeowners association that would have a common maintenance plan for lawn, landscaping and snow removal within the development. The intent of the design requirements is to mimic the Arthur Place ranch style attached units with a stone wainscoting and all the units would have an earth tone color to be harmonious and compatible with the adjacent neighborhoods while allowing a color pallet to provide unit diversification and visual integrity. Additionally, there would be only a maximum of two attached units giving a more single family development appearance. The applicant submitted a comprehensive landscape plan that includes street trees, open space landscaping and perimeter buffering along the northern property line. Individual building landscaping would be required per Chapter 1171. The Shade Tree Commission approved the landscape plan on February 28, 2017 with conditions. Also, the existing mounding along South Houk Road shall remain as constructed and planted. Also, the lighting plans would need to achieve compliance with the zoning code and be approved by the Chief Building Official

REASON WHY LEGISLATION IS NEEDED:

To achieve compliance with Section 1129.05 Final Development Plan requirements of the zoning code.

COMMITTEE RECOMMENDATION:

Planning Commission approved this case 7-0 on March 1, 2017.

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)

See attached

ORDINANCE NO. 17-19

AN ORDINANCE FOR T&R PROPERTIES APPROVING A FINAL DEVELOPMENT PLAN FOR THE ENCLAVE AT ADALEE CONSISTING OF 96 SINGLE FAMILY ATTACHED UNITS ON APPROXIMATELY 15.18 ACRES ZONED R-6 PUD (MULTI-FAMILY RESIDENTIAL DISTRICT WITH A PLANNED UNIT OVERLAY DISTRICT) LOCATED ON THE WEST SIDE OF SOUTH HOUK ROAD JUST NORTH OF ARTHUR PLACE.

WHEREAS, the Planning Commission at its meeting of March 1, 2017 recommended approval of a Final Development Plan for The Enclave at Adalee consisting of 96 single family attached units on approximately 15.18 acres zoned R-6 PUD (Multi-Family Residential District with a Planned Unit Overlay District) located on the west side of South Houk Road just north of Arthur Place (PC 2017-0197).

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

SECTION 1. That the Final Development Plan for T&R Properties for The Enclave at Adalee consisting of 96 single family attached units on approximately 15.18 acres zoned R-6 PUD (Multi-Family Residential District with a Planned Unit Overlay District) located on the west side of South Houk Road just north of Arthur Place, is hereby confirmed, approved, and accepted with the following conditions that:

1. The Applicant needs to obtain final 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.
2. Two curb cuts shall be required for the subject development. The existing right-in/right-out curb cut on the northern portion of the Arthur Place development shall be utilized as the second curb cut per the recorded access easement with Arthur Place in 2008.
3. The internal access roadway network shall be comprised of 24 foot wide private streets built to public street standards with no parking permitted on the streets.
4. The street names shall be vetted and approved by the appropriate agencies to ensure compliance and non-duplication prior to recording the Final Plat.
5. Internal sidewalks shall be located on one side of each private street.

6. All retention ponds shall be setback a minimum of 80 feet from the edge of pavement per the City Engineer.
7. The lots and houses shall comply with the minimum bulk and setback requirements as shown on this plan.
8. The single family attached units shall comply with the minimum architectural standards approved in the development text and include minimum 8 inch overhang, shutters, window trim, one garage light course, etc.
9. The minimum attached unit house size shall be 1,350 square feet.
10. A morning/sunroom shall be permitted on all interior lots as well as lots abutting South Houk Road. The morning/sunroom(s) shall have a minimum rear yard setback of 10 feet.
11. Each unit shall be permitted a deck or patio that shall be setback a minimum 10 feet from the rear property line
12. The mounding and landscaping along South Houk Road shall be maintained as constructed and the maintenance of the mound and associated landscaping shall be the responsibility of the Homeowner's Association.
13. Along the northern boundary of the subject development, an undulating earthen mound ranging from 8 to 12 feet in height shall be installed to block views of the future commercial development to the north. A mix of deciduous, evergreen and ornamental tree plantings shall be provided on the top of the mound consistent with the existing South Houk Road landscape mound and shall have a minimum 60% opacity at the time of installation. The subject mound shall either be located on the subject property or within an easement with the property to the north.
14. Individual building landscaping shall be required per Chapter 1171 Design Criteria and Performance Standards of the zoning code.
15. All landscaping plans shall be submitted, reviewed and approved by the Shade Tree Commission.
16. Any tree removal and/or replacement requirements shall achieve compliance with Chapter 1168 Tree Preservation Regulations and shall be required prior to final plat approvals for each section.
17. The open space between Maria Avenue and Amelia Lane shall be programmed with amenities as submitted.
18. The lighting plan shall achieve compliance with the zoning code and shall be approved by the Chief Building Official.
19. A sign permit application that includes more specific sign size, construction material, etc., shall be reviewed and approved by staff.

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: _____, 2017

YEAS ___ NAYS ___
ABSTAIN ___

ATTEST: _____
CITY CLERK

MAYOR



PLANNING COMMISSION / STAFF REPORT

CASE NUMBERS: 2017-0197 & 0198

REQUEST: Multiple Requests

PROJECT: The Enclave at Adalee

MEETING DATE: March 1, 2017

APPLICANT/OWNER

T&R Properties
3895 Stonebridge Court
Dublin, Ohio 43016

REQUEST

2017-0197: A request by T&R Properties for approval of a Final Development Plan for The Enclaves at Adalee consisting of 96 single family attached units on approximately 15.18 acres zoned R-6 PUD (Multi-Family Residential District with a Planned Unit Development Overlay District) located on the west side of South Houk Road just north of Arthur Place.

2017-0198: A request by T&R Properties for approval of a Final Subdivision Plat for The Enclaves at Adalee consisting of 96 single family lots on approximately 15.18 acres zoned R-6 PUD (Multi-Family Residential District with a Planned Unit Development Overlay District) located on the west side of South Houk Road just north of Arthur Place.

PROPERTY LOCATION & DESCRIPTION

The subject property is located on the west side of South Houk Road just north of Arthur Place. The subject site is zoned R-6 PUD (Multi-Family Residential District with a Planned Unit Development Overlay District). The properties to the east and west are zoned R-3 PUD while the property to the north is zoned B-3 PUD and the property to the south is zoned R-6 PUD.

BACKGROUND

In 1999 (Ordinance 99-76), Medrock LLC., received approval of a Planned Mixed Use Development (PUD) that encompassed approximately 282 acres essentially south of US 36, north of the railroad tracks, west of Acme Road and along and east of the Houk Road. The permitted land uses include single family, two family attached, multi-family, commercial and industrial uses. A large portion of this area has been built out which includes the following developments: Adalee Park, Millbrook, Braddington Commons, Arthur Place, Village at Willowbrook Farms, Willowbrook East. In 2007, this portion of the Willowbrook PUD was subject to a rezoning which was coordinated with the initial submission for what became Arthur Place. In 2008, Arthur Place “flipped” sites and became located at its current site. This left the multi-family area in question in this case as the land remaining between the proposed retail and existing senior housing sites (Arthur Place). Also in 2008, the retail site underwent a rezoning which included some revised development text as well as the required mounding and landscaping along the south boundary of the retail site. All of the previous plans and changes have been reviewed with this case to ensure consistency and adherence to prior actions.

In December 2016, the Planning Commission and City Council approved a Preliminary Development Plan and Preliminary Subdivision Plat for 96 single family attached units on 96 lots on approximately 15.18 acres for a density of 6.32 units per acre. The main access would be a full movement curb cut on South Houk Road adjacent to Rockmill Street with a second access point utilizing the northern most access point to Arthur Place which is a right-in/right-out only curb cut. An access easement with Arthur Place was recorded in 2008 to allow access to the existing right-in/right-out curb cut. Now the applicant is proposing the Final Development Plan and Final Subdivision Plat for Planning Commission and City Council approval.

STAFF ANALYSIS

- **COMPREHENSIVE PLAN:** The Comprehensive Plan recommends a future land use of Moderate Density Multi-Family (8-10 du/ac) for this area. The proposed development land use and density of 6.32 units per acre would achieve compliance with the Comprehensive Plan.
- **ZONING:** As mentioned above, the subject property was originally rezoned in 1999 to R-6 PUD with subsequent rezoning revisions in 2007 and 2008. This subject area is identified as “Multi-Family Area 1” in the development text which permitted 186 dwelling units. Arthur Place which is also located in “Multi-Family Area 1” and constructed in 2008 contained 80 dwelling units of the allotted 186 dwelling units. Therefore, the

proposed 96 attached dwelling units would be permitted per the approved R-6 PUD. From a procedural perspective, a Final Development Plan and Final Subdivision Plat would need to be reviewed and approved by the Planning Commission and City Council for the proposed development.

- **DEVELOPMENT TEXT:** The aforementioned R-6 PUD (as amended) has specific development text for the entire development pertaining to permitted uses, density, lot size, minimum dwelling size, building setbacks, landscaping, lighting, architectural elevations, etc.
- **GENERAL 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 the final technical review by the Engineering Department once a complete plan set is submitted for review.
- **UTILITIES:** The site would be serviced by City sanitary sewer and water that would have to be extended by the developer to this site. In addition, all retention ponds should be setback a minimum of 80 feet from the edge of pavement of roads per the City Engineer.
- **ROADS AND ACCESS:** The primary access to the site would be from a full movement curb cut on South Houk Road adjacent to Rockmill Street while a second curb cut would be from the right-in/right-out on the northern portion of the Arthur Place development. An access easement with Arthur Place was recorded in 2008 to allow access to the existing right-in/right-out curb cut (see attached). The internal access roadway network would be comprised of private 24 foot wide streets built to public street standards with no parking permitted on the streets. Also the names of the street shall be vetted with appropriate agencies to ensure compliance and non-duplication.
- **PEDESTRIAN CONNECTIVITY:** A sidewalk shall be extended along the South Houk Road frontage of the subject site. The applicant is proposing private internal sidewalks on one side of each street which would be on the west side of Isaac Lane, on the east side of Blaise Lane, on the south side of Rachel Lane, on the north side of Mara Avenue and the south side of Amelia Lane to enhance pedestrian safety throughout the development.
- **LOT LAYOUT & SIZE:** The site layout would entail a looped street configuration with a main access drive bisecting the development. An open space area would be located behind the lots on Mara Avenue and Amelia Lane and include a sidewalk which would connect to the development mail box on the southeastern portion of the site on Isaac Lane. A retention pond is located along South Houk Road in the southeastern portion of the site. Just east of the retention pond is the existing mound with landscaping that buffers South Houk Road and the subject development. Per the approved revised PUD development text, a proposed mound with landscaping would be located just north of the development to buffer the future commercial zoned property. Also, the applicant is proposing 14 common parking spaces within the development. There would be six common spaces located in front of the mailbox area on Isaac Lane and eight spaces on Blaise Lane on the northwestern portion of the site.

The revised PUD development text permits 106 multi-family units on the subject site which could be apartment and/or condominium units ranging in construction from a minimum single family attached unit to several unit configurations. The applicant is proposing single family ranch style attached units on fee simple single family lots with a condominium association which is about the least impactful of all the potential different construction alternatives. Consequently, the subject development would be subdivided into 96 single family lots (owner occupied) with a minimum lot size of 4,275 square feet (45-ft x 95-ft). The attached units would have a minimum front yard setback of 25 feet and a minimum rear yard setback of 25 feet along the perimeter of the of the site and 18 feet within the internal portion of the site while there would be a minimum 10 feet between units. Also, morning/sunroom(s) would be permitted on all interior lots as well as lots abutting South Houk Road. The morning/sunroom(s) shall have a minimum rear yard setback of 10 feet. In addition, each unit will be permitted a deck or patio that would need to be setback a minimum 10 feet from the rear property line. The minimum unit size is 1,350 square feet. Each unit would have a two car garage with a driveway which can accommodate parking for two vehicles. Furthermore, the subject condominium development would have a homeowners association that would have a common maintenance plan for lawn, landscaping and snow removal, etc., within the development.

- **BUILDING DESIGN:** The intent of the design requirements is to mimic the Arthur Place ranch style attached units with all the units having an earth tone color to be harmonious and compatible with the adjacent neighborhoods while allowing a color pallet to provide unit diversification and visual integrity. Additionally, there would be only a maximum of two attached units giving a more single family development appearance than Arthur Place. The builder is proposing two options pertaining to natural materials on the front elevation. Option one would have the wall surrounding the inset door be comprised of stone while option two would have the wall around the window comprised of stone. Both options would have a stone wainscoting on the front elevation of the building. Vinyl siding with either accent shake siding or accent board and batten would comprise the remainder of the front elevation while the rear and side elevations would be all vinyl siding. All the roofs would have a minimum roof slope of 6:12 while secondary roofs may be a lesser slope with a minimum 5:12. Roofs would be finished in a standard 3-tab shingle with a 25 year warranty and would be black in color. Furthermore, minimum 8 inch overhangs, shutters, window trim, one garage light course, etc., would be minimum design standards for the attached buildings.
- **LANDSCAPING & SCREENING:** The applicant submitted a comprehensive landscape plan that includes street trees, open space landscaping and perimeter buffering along the northern property line. Individual building landscaping would be required per Chapter 1171. Also, the existing mounding along South Houk Road shall not remain as constructed and planted. Per the approved revised PUD development text, the northern boundary of the subject development is required to have an undulating earthen mound ranging from 8 to 12 feet in height to block views of the future commercial development to the north. A mix of deciduous, evergreen and ornamental tree plantings shall be provided on the top of the mound consistent with the existing South Houk Road landscape mound and have a minimum 60% opacity at the time of installation. Per the submitted plans, the mound is only 8 feet tall and the northern buffer has only 51% opacity. The subject mound shall either be located on the subject property or within an easement with the property to the north and shall be constructed with the initial construction of the subject development. All landscape plans would require review and approval by the Shade Tree Commission.
- **OPEN SPACE/PARKLAND:** The subject development has two reserve areas that encompass approximately 1.95 acres (12.8%). The retention pond reserve encompasses approximately 1.31 acres and is located along South Houk Road in the southeastern portion of the site. The second reserve is an open space park area that encompasses approximately 0.64 acres located behind the attached units between Maria Avenue and Amelia Lane. The open space is programmed with four benches in the radial gathering space and a bio swale located just east of the aforementioned gathering space. The reserves and amenities would be owned and maintained by the Homeowners Association.
- **TREE PRESERVATION:** There do not appear to be trees on the subject site but if any trees are removed the development would have to achieve compliance with Chapter 1168 Tree Preservation Regulations.
- **LIGHTING PLAN:** The lighting plan for all streets and amenities was approved on February 6, 2017 by the Chief Building Official.
- **SIGNAGE:** The proposed ground sign located just north of the main entrance on South Houk Road with limestone columns appears to achieve compliance with the adopted Gateways and Corridor Plan and with the other stone monument signs in the area. A sign permit application that includes more specific sign size, construction material, etc., would need to be reviewed and approved by staff.
- **FIRE DEPARTMENT:** Because of the width of the private street, the Fire Department requires that there be no parking on either side of the street. Also, the fire hydrant location and fire flow requirements would need to be addressed prior to engineering drawing approval.

STAFF RECOMMENDATION – (2017-0197 FINAL DEVELOPMENT PLAN)

Staff recommends approval of a request by T&R Properties for a Final Development Plan for The Enclaves at Adelee consisting of 96 single family attached units on approximately 15.18 acres zoned R-6 PUD (Multi-Family Residential District with a Planned Unit Development Overlay District) located on the west side of South Houk Road just north of Arthur Place, with the following conditions that:

1. The Applicant needs to obtain final 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.
2. Two curb cuts shall be required for the subject development. The existing right-in/right-out curb cut on the northern portion of the Arthur Place development shall be utilized as the second curb cut per the recorded access easement with Arthur Place in 2008.
3. The internal access roadway network shall be comprised of 24 foot wide private streets built to public street standards with no parking permitted on the streets.
4. The street names shall be vetted and approved by the appropriate agencies to ensure compliance and non-duplication prior to recording the Final Plat.
5. Internal sidewalks shall be located on one side of each private street.
6. All retention ponds shall be setback a minimum of 80 feet from the edge of pavement per the City Engineer.
7. The lots and houses shall comply with the minimum bulk and setback requirements as shown on this plan.
8. The single family attached units shall comply with the minimum architectural standards approved in the development text and include minimum 8 inch overhang, shutters, window trim, one garage light course, etc.
9. The minimum attached unit house size shall be 1,350 square feet.
10. A morning/sunroom shall be permitted on all interior lots as well as lots abutting South Houk Road. The morning/sunroom(s) shall have a minimum rear yard setback of 10 feet.
11. Each unit shall be permitted a deck or patio that shall be setback a minimum 10 feet from the rear property line
12. The mounding and landscaping along South Houk Road shall be maintained as constructed and the maintenance of the mound and associated landscaping shall be the responsibility of the Homeowner's Association.
13. Along the northern boundary of the subject development, an undulating earthen mound ranging from 8 to 12 feet in height shall be installed to block views of the future commercial development to the north. A mix of deciduous, evergreen and ornamental tree plantings shall be provided on the top of the mound consistent with the existing South Houk Road landscape mound and shall have a minimum 60% opacity at the time of installation. The subject mound shall either be located on the subject property or within an easement with the property to the north and shall be constructed with the initial construction of the subject development. Per the submitted plans, the mound is only 8 feet high with 51% opacity which does not achieve compliance with the above requirements.
14. Individual building landscaping shall be required per Chapter 1171 Design Criteria and Performance Standards of the zoning code.
15. All landscaping plans shall be submitted, reviewed and approved by the Shade Tree Commission.
16. Any tree removal and/or replacement requirements shall achieve compliance with Chapter 1168 Tree Preservation Regulations and shall be required prior to final plat approvals for each section.
17. The open space between Maria Avenue and Amelia Lane shall be programmed with amenities as submitted.
18. The lighting plan shall be installed as approved by the Chief Building Official on February 6, 2017.
19. A sign permit application that includes more specific sign size, construction material, etc., shall be reviewed and approved by staff.

STAFF RECOMMENDATION – (2017- 0198 FINAL SUBDIVISION PLAT)

Staff recommends approval of a request by T&R Properties for a Final Subdivision Plat for The Enclaves at Adalee consisting of 96 single family lots on approximately 15.18 acres zoned R-6 PUD (Multi-Family Residential District with a Planned Unit Development Overlay District) located on the west side of South Houk Road just north of Arthur Place, with the following conditions that:

1. The Applicant needs to obtain final 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.
2. Two curb cuts shall be required for the subject development. The existing right-in/right-out curb cut on the northern portion of the Arthur Place development shall be utilized as the second curb cut per the recorded access easement with Arthur Place in 2008.
3. The internal access roadway network shall be comprised of 24 foot wide private streets built to public street standards with no parking permitted on the streets.
4. The street names shall be vetted and approved by the appropriate agencies to ensure compliance and non-duplication prior to recording the Final Plat.
5. Internal sidewalks shall be located on one side of each private street.
6. All retention ponds shall be setback a minimum of 80 feet from the edge of pavement per the City Engineer.
7. The lots and houses shall comply with the minimum bulk and setback requirements as shown on this plan.
8. The single family attached units shall comply with the minimum architectural standards approved in the development text and include minimum 8 inch overhang, shutters, window trim, one garage light course, etc.
9. The minimum attached unit house size shall be 1,350 square feet.
10. A morning/sunroom shall be permitted on all interior lots as well as lots abutting South Houk Road. The morning/sunroom(s) shall have a minimum rear yard setback of 10 feet.
11. Each unit shall be permitted a deck or patio that shall be setback a minimum 10 feet from the rear property line
12. The mounding and landscaping along South Houk Road shall be maintained as constructed and the maintenance of the mound and associated landscaping shall be the responsibility of the Homeowner's Association.
13. Along the northern boundary of the subject development, an undulating earthen mound ranging from 8 to 12 feet in height shall be installed to block views of the future commercial development to the north. A mix of deciduous, evergreen and ornamental tree plantings shall be provided on the top of the mound consistent with the existing South Houk Road landscape mound and shall have a minimum 60% opacity at the time of installation. The subject mound shall either be located on the subject property or within an easement with the property to the north and shall be constructed with the initial construction of the subject development. Per the submitted plans, the mound is only 8 feet high with 51% opacity which does not achieve compliance with the above requirements.
14. Individual building landscaping shall be required per Chapter 1171 Design Criteria and Performance Standards of the zoning code.
15. All landscaping plans shall be submitted, reviewed and approved by the Shade Tree Commission.
16. Any tree removal and/or replacement requirements shall achieve compliance with Chapter 1168 Tree Preservation Regulations and shall be required prior to final plat approvals for each section.
17. The open space between Maria Avenue and Amelia Lane shall be programmed with amenities as submitted.
18. The lighting plan shall be installed as approved by the Chief Building Official on February 6, 2017.

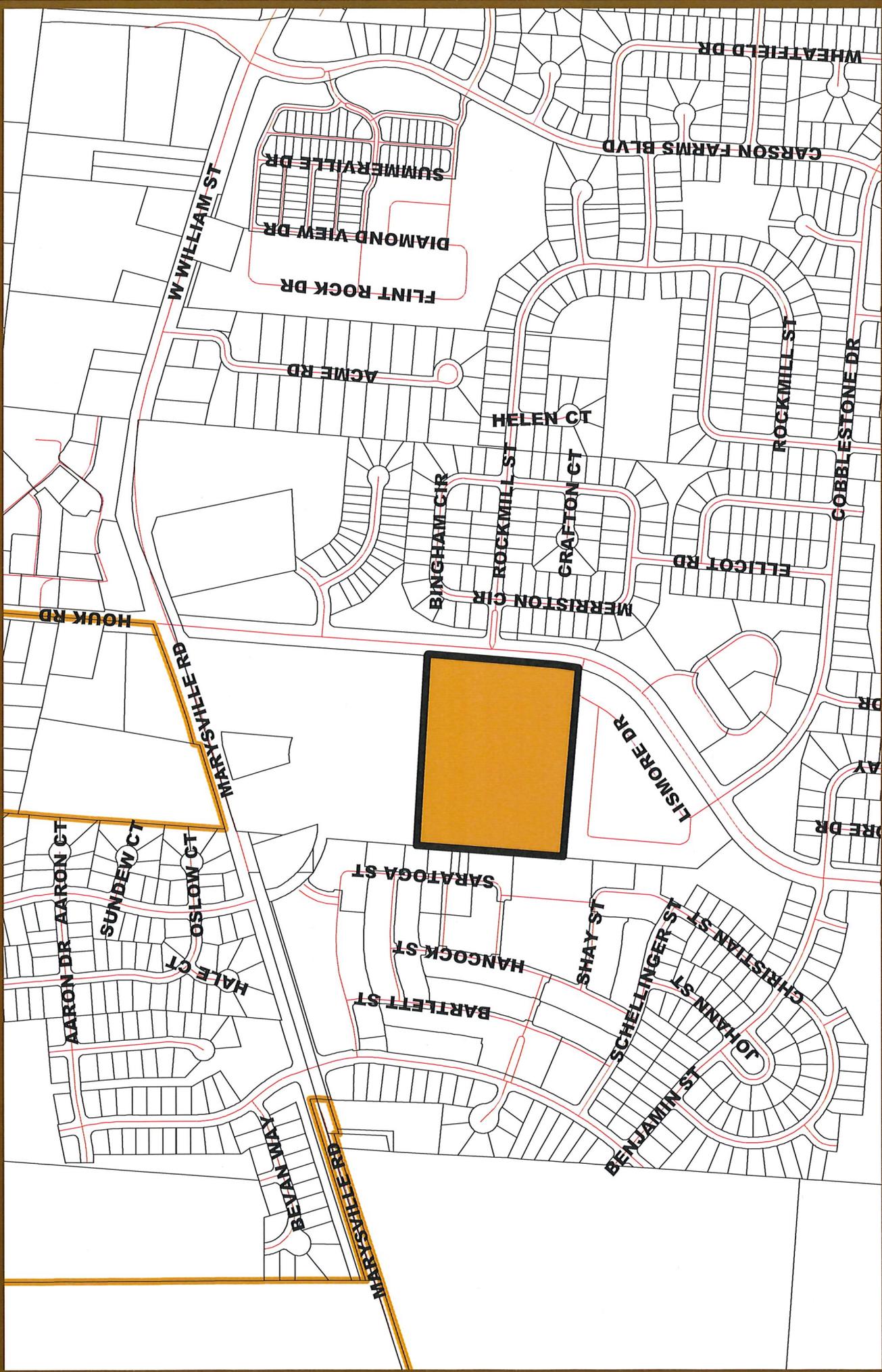
-
19. A sign permit application that includes more specific sign size, construction material, etc., shall be reviewed and approved by staff.

COMMISSION NOTES:

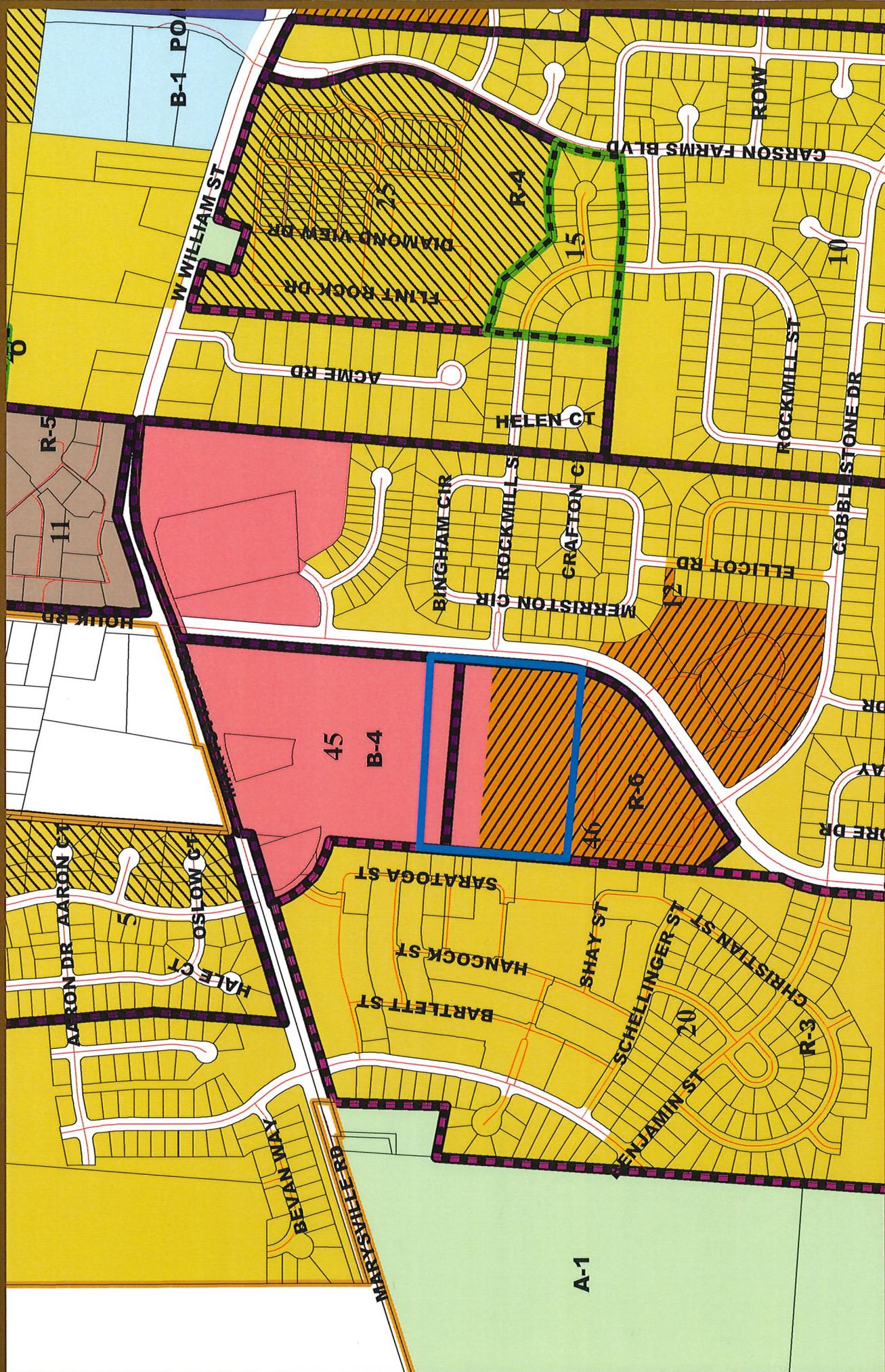
MOTION: _____ *1st* _____ *2nd* *approved* *denied* *tabled* _____

CONDITIONS/MISCELLANEOUS:

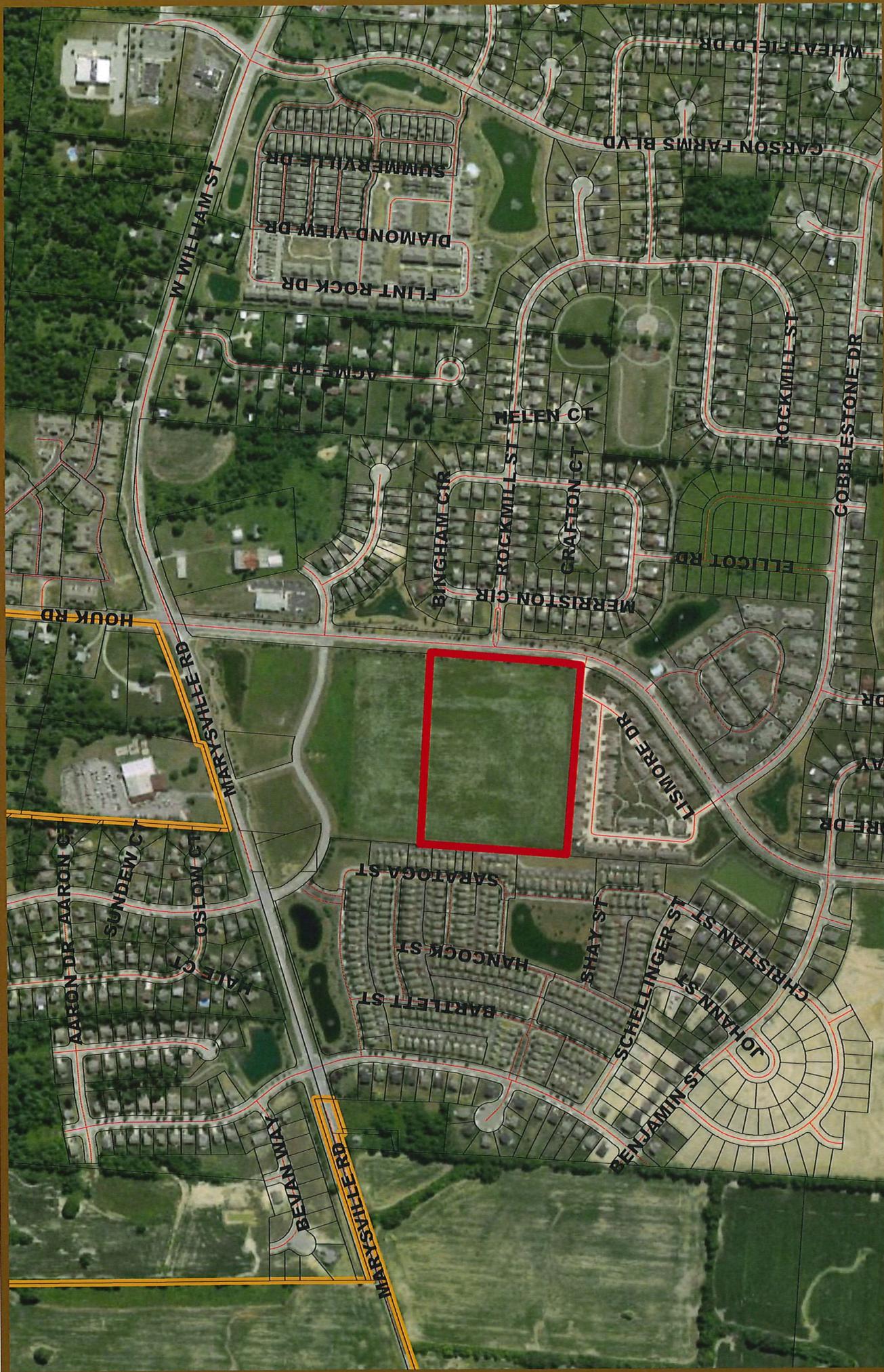
FILE:
ORIGINAL: 2/22/17
REVISED:



2017- 0197 & 0198
 Final Development Plan & Final Subdivision Plat
 The Enclave at Adalee
 Location Map



2017-0197 & 0198
 Final Development Plan & Final Subdivision Plat
 The Enclave at Adalee
 Zoning Map



2017-0197 & 0198
Final Development Plan & Final Subdivision Plat
The Enclave at Adalee
Aerial (2016)



your trusted advisor
 engineers
 architects
 consultants

NO.	REVISION	DATE

PROJECT NO. 160680
 SCALE AS SHOWN
 DATE 2/15/2017
 DRAWN D.B.P.
 CHECK K.A.S.

THE ENCLAVE AT ADLEE
 CITY OF DELAWARE, DELAWARE COUNTY, OHIO
 SUBDIVISION PLAT

PROJECT NO. 160680
 DRAWING NAME SUB-PLAT
 SHEET 2 OF 3



THE WALLAGE AT UNDER WOODS
 TRACT-RECORD AMENDMENT
 O.S.V. 524, PAGE 271
 P.C. 3, SLIDE 72

THE WALLAGE AT UNDER WOODS
 TRACT-RECORD AMENDMENT
 O.S.V. 524, PAGE 271
 P.C. 3, SLIDE 72

THE WALLAGE AT UNDER WOODS
 TRACT-RECORD AMENDMENT
 O.S.V. 524, PAGE 271
 P.C. 3, SLIDE 72

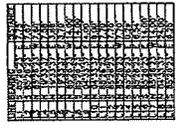
THE WALLAGE AT UNDER WOODS
 TRACT-RECORD AMENDMENT
 O.S.V. 524, PAGE 271
 P.C. 3, SLIDE 72

THE WALLAGE AT UNDER WOODS
 TRACT-RECORD AMENDMENT
 O.S.V. 524, PAGE 271
 P.C. 3, SLIDE 72

LEGEND

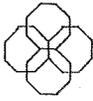
- IRON PIN SET
- WALL MARK FOUND
- WALL MARK FOUND
- WALL MARK FOUND
- IRON PIPE FOUND
- 1" PERMANENT PLAT MON. SET
- LOT NUMBER & ACREAGE

SCALE: 1" = 40'



SOUTH HOUR ROAD (009)
 P.C. 3, SLIDE 72

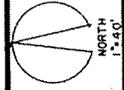
DRAWING SHEET 2 OF 3
 10,000 SQUARE FEET
 PARCEL#16-0330-02-01-001



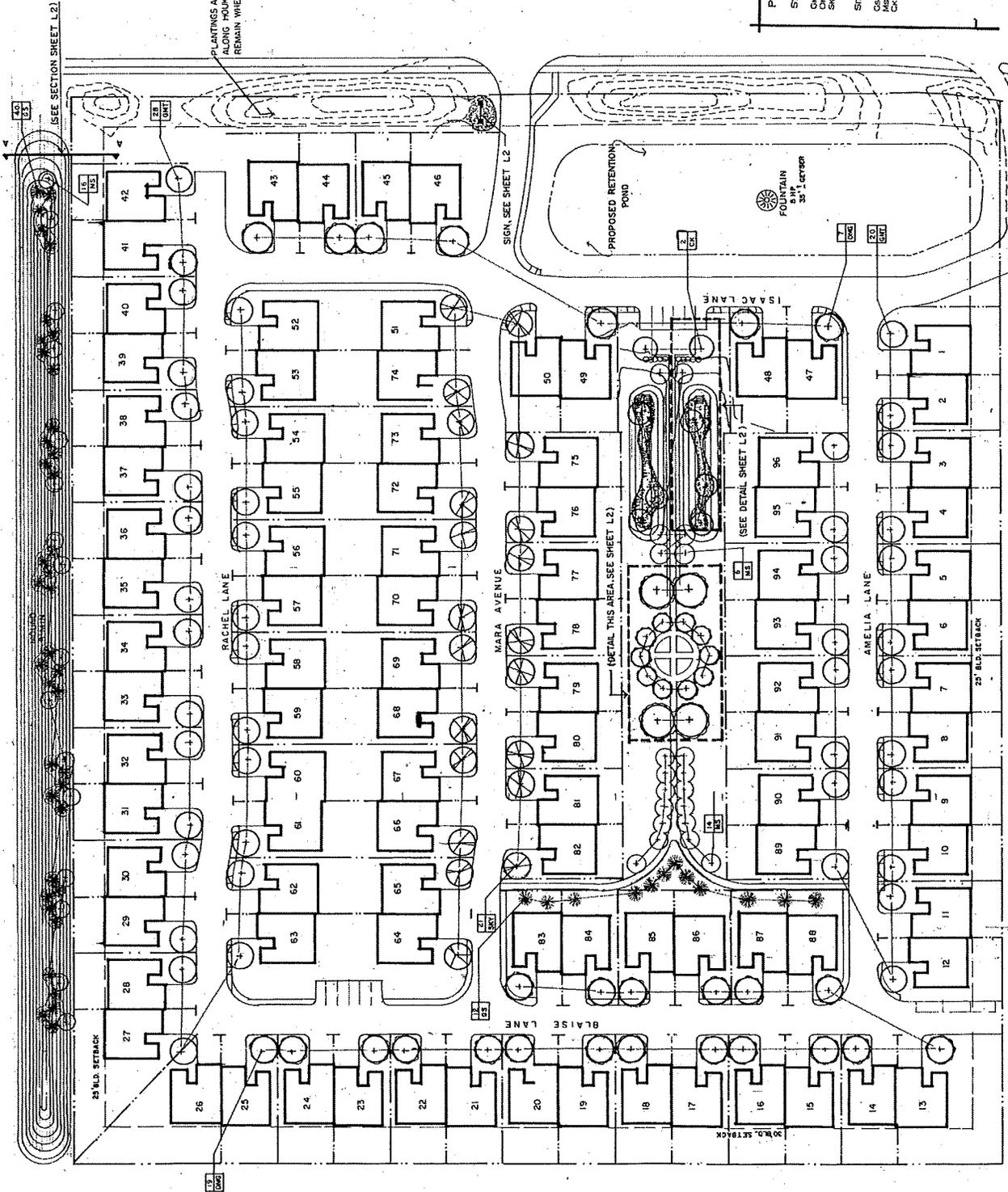
BOZZACCO CO., INC.
 LANDSCAPE DESIGN
 SITE CONTRACTING
 85 LONDON RD.
 DELAWARE, OHIO
 PH: 740-388-1210

THE ENCLAVE AT ADALEE - LANDSCAPE PLAN

DRAWN: 11/23/11
 REVISIONS:



11



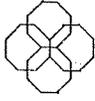
PLANT SCHEDULE:

STREET TREES:

01F ACER BACH, 'GREEN MOUNTAIN'	1.75"	48
02F ACER BACH, 'OCTOBER GLORY'	1.75"	26
03F ACER BACH, 'BRONZE'	1.75"	21

SITE TREES / PLANTS

04 COLORADO SPRUCE (FORMERLY 'COMPACT') (FORMERLY 'COMPACT')	6-7'	52
05 ACER F. 'CRIMSON ICE'	2"	46
06 MAGNOLIA SOULANGIANA - CLUMP	5-6"	4
07 ACER F. 'OCTOBER GLORY'	6" CLUMP	6
08 TRILIA 'EMERALD GREEN'	6"	10
09 BUXUS 'SEMPERPARVA'	15"	92
10 VINCA MINOR - GREEN/NO COVER	15"	150
11 FLAME GRASS	#1	84

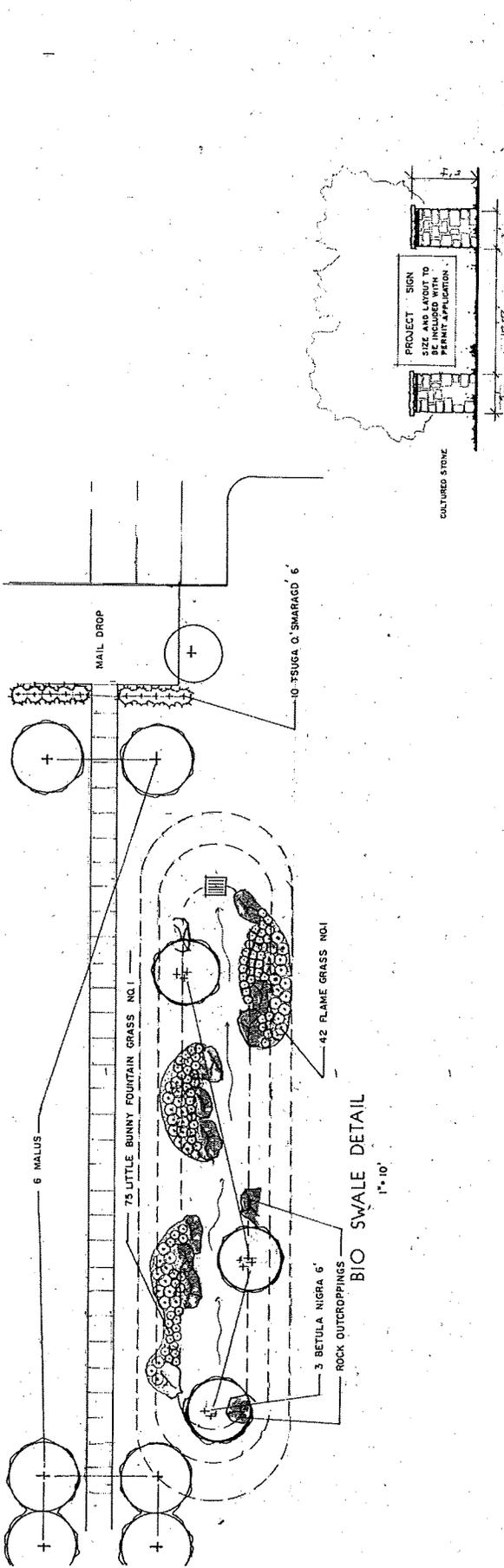


BOZZACCO CO. INC.
 LANDSCAPE DESIGN
 PLANNING
 SITE CONTRACTING
 505 LONDON RD.
 DELAWARE, OHIO
 PH: 781-288-2147

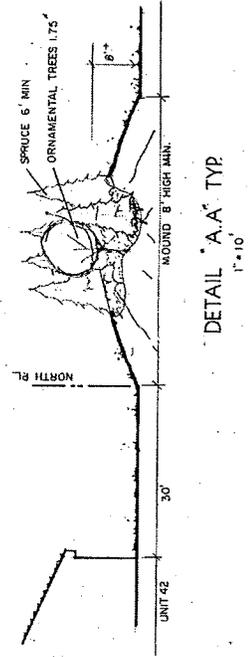
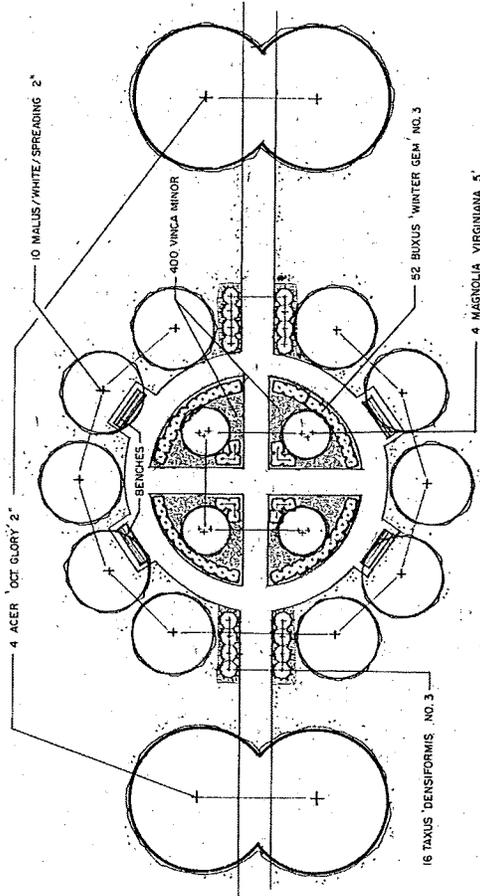
THE ENCLAVE AT ADALEE • LANDSCAPE PLAN

DRAWN: J.P. JEJ
 REVISIONS:

L2



SIGN CONCEPT
 1/4" = 1'-0"





200800026243
Filed for Record in
DELAWARE COUNTY, OHIO
ANDREW D BRENNER
09-10-2008 At 11:59 AM.
EASEMENT 84.00
OR Book 864 Page 2271 - 2279

DEED OF EASEMENT FOR ACCESS

August 20, 2008
200800026243
JAMES A SAAD L L C
229 HUBER VILLAGE BLVD
WESTERVILLE OH 43081

This Deed of Easement for Access is made as of the date set forth above by Delaware Senior L.P., an Ohio limited partnership, its successors and assigns, with an address at 3021 E. Dublin Granville Rd., Suite 200, Columbus, Ohio 43231 (hereinafter called "Delaware Senior") and Medrock LLC, an Ohio limited liability company, its successors and assigns, with an address at

3895 Stoneridge Ln, Dublin, OH 43017
(hereinafter called "Medrock").

Background

- A. Delaware Senior is the owner of a certain 10.000 acres parcel of real property located in Delaware, Ohio, (the "Delaware Senior Property") and Medrock is the owner of a certain 164.571 acres parcel of real property located in Delaware, Ohio (the "Medrock Property").
- B. The Delaware Senior Property and the Medrock Property are contiguous.
- C. Delaware Senior has agreed to grant a nonexclusive easement for ingress and egress to Medrock over a certain 0.164 acre strip of land (the "Access Easement Area") specifically described in Exhibit A attached hereto. A survey drawing is attached as Attachment A. Medrock has agreed to release and extinguish an existing nonexclusive easement for ingress and egress that it has over a portion of the Delaware Senior Property.
- D. Delaware Senior and Medrock hereby agree to the following described rights and responsibilities regarding the creation and the use of the access easement.

Agreement

- 1. Delaware Senior hereby creates the following perpetual, non-exclusive easement and rights of use of the Access Easement Area for pedestrian and vehicular ingress and egress over and upon the Access Easement Area.
- 2. This non-exclusive access easement and the right of use created herein shall be appurtenant, shall run with the land, and shall inure to the benefit of the successors and assigns of the Medrock Property subject to the responsibilities described herein.
- 3. It is anticipated that Delaware Senior will construct a driveway in the Access Easement Area at the sole cost of Delaware Senior. When the driveway is completed, Delaware Senior will give Medrock notice that it is ready for Medrock's use. Medrock may inspect the driveway within 30 days of receipt of such notice. If

Delaware County
The Grantor Has Complied With
Section 319.202 Of The R.C.
DATE 9/10/08 Transfer Tax Paid _____
TRANSFERRED OR TRANSFER NOT NECESSARY
Delaware County Auditor By Stines

James A. Saad LLC
Star Title Agency LLC
229 Huber Village Blvd. #130
Westerville, OH 43081

PLEASE
RETURN
TO:

requested by Medrock, Delaware Senior will have its architect or engineer certify to Medrock that the driveway has been constructed in a workmanlike manner. Once Medrock's first building is occupied on the Medrock Property, then the maintenance, repair and replacement costs of any of the driveway improvements or facilities located in the Access Easement Area shall be allocated 50% to the Medrock Property and 50% to the Delaware Senior Property. The driveway in the Access Easement Area shall not be used by construction-related traffic related to development of the Medrock Property. The Medrock Property shall carry liability insurance with regard to the use of the Access Easement Area. Delaware Senior, its successors and assigns, of the Delaware Senior Property shall be responsible for maintaining, repairing and replacing the improvements described above in the Access Easement Area, which will benefit Medrock, its successors and assigns, of the Medrock Property as well as the Delaware Senior Property. The owner of the Delaware Senior Property shall be the decision maker for all the maintenance, repair and replacement of the improvements described above of the Access Easement Area. However, the cost of the maintenance, repair and replacement work shall be the responsibility of and paid for by both the Medrock Property owner and the Delaware Senior Property owner in the above described 50 - 50 percentages of share of cost. Neither the Medrock Property owner nor the Delaware Senior Property owner shall obstruct, impede or interfere with or permit any obstruction, impediment or interference with the use of the improvements described above of the Access Easement Area. Decisions for the repair, maintenance or replacement of the improvements described above of the Access Easement Area shall be made by the Delaware Senior Property owner, its successors and assigns. In the event that the Delaware Senior Property owner, its successors and assigns, determines that repair, maintenance or replacement work needs to be done on the improvements described above of the Access Easement Area, then in such event, the Delaware Senior Property owner, its successors and assigns, shall notify the Medrock Property owner, its successors and assigns, of such determination by Certified U.S. Mail, to the last known address of the Medrock Property owner, its successors and assigns. This Notice shall contain a statement of services, materials and labor that are required and the approximate cost of the same. The Medrock Property owner, its successors and assigns, shall have twenty (20) days from receipt of said notice to notify the Delaware Senior Property owner, its successors and assigns, in writing, of any complaint or disagreement with the notice provided by the Delaware Senior Property owner. If the Delaware Senior Property owner receives no written response to its Notice within twenty (20) days of receipt by the Medrock Property owner, then the Delaware Senior Property owner may proceed toward completion of the necessary work, as if the Medrock Property owner has expressly approved the repairs, maintenance or replacement. In the event the Medrock Property owner does not agree with the terms of the notice provided by the Delaware Senior Property owner, and responds in writing received by the Delaware Senior Property owner within the twenty (20) day period noted above, then in such event, the Delaware Senior Property owner is authorized by the Medrock Property owner to obtain the services of an independent engineer, who shall determine the necessity of the services, materials and labor proposed by the Delaware Senior Property owner for the maintenance, repair and replacement of the improvements described above of the Access Easement Area. The decision of the Engineer shall be final, and the

Delaware Senior Property owner, the Medrock Property owner, their respective successors and assigns, shall be bound by the determination of the independent engineer. The cost of the services of the independent Engineer shall be shared in the same percentage as noted above for repairs, and so forth, by the Delaware Senior Property owner and the Medrock Property owner, their respective successors and assigns. In all events, Delaware Senior Property owner, its successors and assigns, shall oversee the completion of any services, labor or materials needed for the repair, maintenance and replacement of the improvements described above of the Access Easement Area. Notwithstanding anything stated herein to the contrary, in the case of a safety emergency or in the case of a governmental order, Delaware Senior may proceed to make the repair or maintenance required without prior notice to Medrock, and Medrock agrees to share such expense equally with Delaware Senior, so long as the time has commenced for Medrock to share such expenses.

4. Since Medrock, its successors and assigns, will benefit from the use of the Access Easement Area for ingress and egress as described in this easement instrument, Medrock, its successor and assigns, agrees to indemnify, hold harmless and defend Delaware Senior, its successors and assigns, for any claim, loss, expense or damages of Delaware Senior, its successors and assigns, caused by Medrock, its successors and assigns, which may arise out of Medrock's, its successors and assigns, and its tenants, invitees or guests use of the Access Easement Area under this easement instrument. In return, Delaware Senior, its successor and assigns, agrees to indemnify, hold harmless and defend Medrock, its successors and assigns, for any claim, loss, expense or damages of Medrock, its successors and assigns, caused by Delaware Senior, its successors and assigns, which may arise out of Delaware Senior's, its successors and assigns, and its tenants, invitees or guests use of the Access Easement Area under this easement instrument.
5. Medrock, its successors and assigns, hereby releases and extinguishes forever that certain non-exclusive easement over the north 30 feet of the Delaware Senior Property as ingress and egress to the Medrock Property which easement was reserved by Medrock in its deed of conveyance to Delaware Senior as recorded in Official Record Volume 0821, Page 0437, Delaware County records.

Prior Instrument Reference of Medrock LLC: Deed Record Volume 650 Page 240, Delaware County, Ohio, Deed Records.

Prior Instrument Reference of Delaware Senior L.P.: Official Record Volume 821 Page 437, Delaware County, Ohio, Deed Records.

EXECUTED BY Delaware Senior L.P., by its duly authorized representative, the 20th day of August, 2008.

DELAWARE SENIOR L.P.
By: Delaware Senior Housing Partners, Inc.,
General Partner

By: [Signature]
Steven J. Boone, President

EXECUTED BY Medrock LLC, by its duly authorized representative, the 20th day of August, 2008.

MEDROCK LLC
By: [Signature]
P. Ronald Sabatino, Managing Member

STATE OF Ohio,
COUNTY OF Franklin, SS.

Before me, a Notary Public in and for said County and State, personally appeared Steven J. Boone, the duly authorized President of Delaware Senior Housing Partners, Inc., an Ohio corporation, the duly authorized general partner of Delaware Senior L.P., who acknowledged that he executed the foregoing instrument as his and its free act and deed.

IN TESTIMONY WHEREOF, I have herewith subscribed my name and affixed my official seal at Columbus, Ohio, this 20th day of August, 2008.



ROY V. [Signature] ATTORNEY AT LAW
1000 [Address]
COLUMBUS, OHIO 43260

[Signature]
NOTARY PUBLIC
Commission expires: no expiration

STATE OF Ohio
COUNTY OF Franklin, SS.

Before me, a Notary Public in and for said County and State, personally appeared P. Ronald Sabatino, the duly authorized MANAGING MEMBER of **Medrock LLC**, an **Ohio limited liability company**, who acknowledged that he executed the foregoing instrument as his and its free act and deed.

IN TESTIMONY WHEREOF, I have herewith subscribed my name and affixed my official seal at Columbus, OH, this 20th day of August, 2008.



MARILYN A LAMB
Notary Public
In and for the State of Ohio
My Commission Expires
April 30, 2012

Marilyn A Lamb
NOTARY PUBLIC
Commission expires: 4/30/12

This Instrument prepared by James A. Saad, Esq., James A. Saad LLC.

EXHIBIT A (Access Easement Area)



Civil & Environmental Consultants, Inc.
8740 Orion Place, Suite 100 • Columbus, Ohio 43240
Phone 614.540.6633 • Fax 614.540.6638
CHICAGO, IL. • CINCINNATI, OH • EXPORT, PA. • INDIANAPOLIS IN.
NASHVILLE, TN. • PITTSBURGH, PA. • ST. LOUIS, MO.

DESCRIPTION OF A
0.164 ACRE ACCESS EASEMENT
SOUTH OF U.S. ROUTE 36,
WEST OF HOUK ROAD,
CITY OF DELAWARE,
COUNTY OF DELAWARE, OHIO

EXHIBIT A

Situated in the State of Ohio, County of Delaware, City of Delaware, and being in Farm Lot 31, Quarter Township 3, Township 5, Range 19, United States Military District, and being 0.164 acres of a 10.000 acre tract conveyed to Delaware Senior L.P., by deed of record in Official Record 821, Page 437, all records herein are from the Recorder's Office, Delaware County, Ohio, said 0.164 acre tract being more particularly described as follows:

BEGINNING at the northeast corner of said 10.000 acre tract, and being a point on the westerly right-of-way of Houk Road (100' R/W), as shown and delineated in Plat Cabinet 3, Slide 72-72B;

Thence along a curve to the right, having a radius of 550.00 feet, an arc length of 51.08 feet, a delta angle of 05°19'16", a chord bearing of South 16°19'59" West, and a chord length of 51.06 feet, along the westerly right-of-way of said Houk Road and an easterly line of said 10.000 acre tract, to a point;

Thence the following two (2) courses and distances over and across said 10.000 acre tract:

1. North 85°21'51" West, a distance of 137.23 feet, to a point;
2. North 04°38'09" East, a distance of 50.00 feet, to a point on the northerly line of said 10.000 acre tract;

Thence South 85°21'51" East, a distance of 147.58 feet, along the northerly line of said 10.000 acre tract, to the **POINT OF BEGINNING**, containing 0.164 acres, more or less.

This description was based on record information obtained from the Delaware County Recorder's Office.

The bearings are based between Delaware County Monuments Known as "Delpport" and "Delpport AZ", Ohio north zone, having an angle which bears South 80°54'30" East.



Civil & Environmental Consultants, Inc.

J. Blue 6-19-08
Jennifer L. Blue Date
Registered Surveyor No. S-8382

ATTACHMENT A (Survey Drawing)



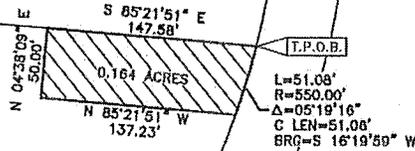
Civil & Environmental Consultants, Inc.
 8740 Orion Place, Suite 100 Columbus, Oh. 43240
 (614) 540-6633 (888)598-6808 FAX(614)540-6638
 CHICAGO, IL. CINCINNATI, OH. CLEVELAND, OH. EXPORT, PA. INDIANAPOLIS, IN.
 NASHVILLE, TN. PITTSBURGH, PA. ST. LOUIS, MO. DETROIT, MI.

0.164 Acre Access Easement



NORTH

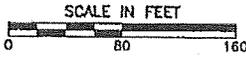
MEDROCK LLC
 ORIGINAL 164.571 ACRES
 D.B. 650, PG. 240



DELAWARE SENIOR L.P.
 10.000 ACRES
 O.R. 821, PG. 437

HOOK ROAD (100' R/W)
 P.C. 3, SUBJ 72-72B

ATTACHMENT A



BASIS OF BEARING

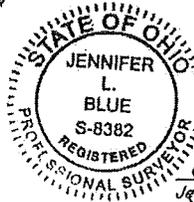
BASE OF BEARING FOR THE PURPOSE OF THIS INSTRUMENT A BEARING OF SOUTH 80°54'30\"/>

SITUATE

SITUATE IN THE STATE OF OHIO, COUNTY OF DELAWARE, CITY OF DELAWARE, AND BEING IN PART LOT 31, QUARTER TOWNSHIP 3, TOWNSHIP 5, RANGE 19, UNITED STATES MILITARY DISTRICT, AND BEING 0.164 ACRES OF A 10.000 ACRE TRACT CONVEYED TO DELAWARE SENIOR L.P., BY DEED OF RECORD BY OFFICIAL RECORD 821, PAGE 437, RECORDER'S OFFICE DELAWARE COUNTY, OHIO.

SURVEYOR'S CERTIFICATE

THIS EXHIBIT WAS BASED ON RECORD INFORMATION OBTAINED FROM THE DELAWARE COUNTY RECORDER'S OFFICE.



JL Blue 6-19-08
 Jennifer L. Blue Date
 Registered Surveyor S-8382

S:\PROJ\2007\071905\SURVEY\DWG\071905-ACCESS-ESUMT.DWG (JH/AL/CEC) - JUN 19, 2008 - 05:55:59

REVISION RECORD		DRAWN BY: JMH	JOB NUMBER 071-905
DATE	DESCRIPTION	FIELD WORK BY: N/A	
		DATE: 6-19-08	
		SCALE: 1" = 80'	



FACT SHEET

AGENDA ITEM NO: 16

DATE: 03/27/2017

ORDINANCE NO: 17-20

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 FOR T&R PROPERTIES APPROVING A FINAL SUBDIVISION PLAT PLAN FOR THE ENCLAVE AT ADALEE CONSISTING OF 96 SINGLE FAMILY ATTACHED UNITS ON APPROXIMATELY 15.18 ACRES ZONED R-6 PUD (MULTI-FAMILY RESIDENTIAL DISTRICT WITH A PLANNED UNIT OVERLAY DISTRICT) LOCATED ON THE WEST SIDE OF SOUTH HOUK ROAD JUST NORTH OF ARTHUR PLACE.

BACKGROUND:

In 1999 (Ordinance 99-76), Medrock LLC., received approval of a Planned Mixed Use Development (PUD) that encompassed approximately 282 acres essentially south of US 36, north of the railroad tracks, west of Acme Road and along and east of the Houk Road. The permitted land uses include single family, two family attached, multi-family, commercial and industrial uses. A large portion of this area has been built out which includes the following developments: Adalee Park, Millbrook, Braddington Commons, Arthur Place, Village at Willowbrook Farms, Willowbrook East. In 2007, this portion of the Willowbrook PUD was subject to a rezoning which was coordinated with the initial submission for what became Arthur Place. In 2008, Arthur Place “flipped” sites and became located at its current site. This left the multi-family area in question in this case as the land remaining between the proposed retail and existing senior housing sites (Arthur Place). Also in 2008, the retail site underwent a rezoning which included some revised development text as well as the required mounding and landscaping

along the south boundary of the retail site. All of the previous plans and changes have been reviewed with this case to ensure consistency and adherence to prior actions.

Now the developer is proposing to develop 96 single family attached units on 96 lots on approximately 15.18 acres for a density of 6.32 units per acre. The main access would be a full movement curb cut on South Houk Road adjacent to Rockmill Street with a second access point utilizing the northern most access point to Arthur Place which is a right-in/right-out only curb cut. The site layout would entail a looped street configuration with a main access drive bisecting the development. An open space area with benches would be located behind the lots on Mara Avenue and Amelia Lane and include a sidewalk which would connect to the development mail box on the southeastern portion of the site on Isaac Lane. A retention pond is located along South Houk Road in the southeastern portion of the site. Just east of the retention pond is the existing mound with landscaping that buffers South Houk Road and the subject development. Per the approved revised PUD development text, a proposed 8 to 12 foot high mound with landscaping would be located just north of the development to buffer the future commercial zoned property. There would be six common spaces located in front of the mailbox area on Isaac Lane and eight spaces on Blaise Lane on the northwestern portion of the site. The subject 96 single family lots (owner occupied) would have a minimum lot size of 4,275 square feet (45-ft x 95-ft). The attached units would have a minimum front yard of 25 feet and a minimum rear yard setback of 18 feet while there would be a minimum 10 feet between units. Also, morning/sunroom(s) would be permitted on all interior lots as well as lots abutting South Houk Road. The morning/sunroom(s) shall have a minimum rear yard setback of 10 feet. In addition, each unit will be permitted a deck or patio that would need to be setback a minimum 10 feet from the rear property line. The minimum unit size is 1,350 square feet. Each unit would have a two car garage with a driveway which can accommodate parking for two vehicles. Furthermore, the subject condominium development would have a homeowners association that would have a common maintenance plan for lawn, landscaping and snow removal within the development. The intent of the design requirements is to mimic the Arthur Place ranch style attached units with a stone wainscoting and all the units would have an earth tone color to be harmonious and compatible with the adjacent neighborhoods while allowing a color pallet to provide unit diversification and visual integrity. Additionally, there would be only a maximum of two attached units giving a more single family development appearance. The applicant submitted a comprehensive landscape plan that includes street trees, open space landscaping and perimeter buffering along the northern property line. Individual building landscaping would be required per Chapter 1171. The Shade Tree Commission approved the landscape plan on February 28, 2017 with conditions. Also, the existing mounding along South Houk Road shall remain as constructed and planted. Also, the lighting plans would need to achieve compliance with the zoning code and be approved by the Chief Building Official

REASON WHY LEGISLATION IS NEEDED:

To achieve compliance with Section 1111.04 Final Plat requirements of the zoning code.

COMMITTEE RECOMMENDATION:

Planning Commission approved this case 7-0 on March 1, 2017.

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)

See attached

ORDINANCE NO. 17-20

AN ORDINANCE FOR T&R PROPERTIES APPROVING A FINAL SUBDIVISION PLAT PLAN FOR THE ENCLAVE AT ADALEE CONSISTING OF 96 SINGLE FAMILY ATTACHED UNITS ON APPROXIMATELY 15.18 ACRES ZONED R-6 PUD (MULTI-FAMILY RESIDENTIAL DISTRICT WITH A PLANNED UNIT OVERLAY DISTRICT) LOCATED ON THE WEST SIDE OF SOUTH HOUK ROAD JUST NORTH OF ARTHUR PLACE.

WHEREAS, the Planning Commission at its meeting of March 1, 2017 recommended approval of a Final Subdivision Plat for The Enclave at Adalee consisting of 96 single family attached units on approximately 15.18 acres zoned R-6 PUD (Multi-Family Residential District with a Planned Unit Overlay District) located on the west side of South Houk Road just north of Arthur Place (PC 2017-0198).

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

SECTION 1. That the Final Subdivision Plat for T&R Properties for The Enclave at Adalee consisting of 96 single family attached units on approximately 15.18 acres zoned R-6 PUD (Multi-Family Residential District with a Planned Unit Overlay District) located on the west side of South Houk Road just north of Arthur Place, is hereby confirmed, approved, and accepted with the following conditions that:

1. The Applicant needs to obtain final 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.
2. Two curb cuts shall be required for the subject development. The existing right-in/right-out curb cut on the northern portion of the Arthur Place development shall be utilized as the second curb cut per the recorded access easement with Arthur Place in 2008.
3. The internal access roadway network shall be comprised of 24 foot wide private streets built to public street standards with no parking permitted on the streets.
4. The street names shall be vetted and approved by the appropriate agencies to ensure compliance and non-duplication prior to recording the Final Plat.
5. Internal sidewalks shall be located on one side of each private street.

6. All retention ponds shall be setback a minimum of 80 feet from the edge of pavement per the City Engineer.
7. The lots and houses shall comply with the minimum bulk and setback requirements as shown on this plan.
8. The single family attached units shall comply with the minimum architectural standards approved in the development text and include minimum 8 inch overhang, shutters, window trim, one garage light course, etc.
9. The minimum attached unit house size shall be 1,350 square feet.
10. A morning/sunroom shall be permitted on all interior lots as well as lots abutting South Houk Road. The morning/sunroom(s) shall have a minimum rear yard setback of 10 feet.
11. Each unit shall be permitted a deck or patio that shall be setback a minimum 10 feet from the rear property line
12. The mounding and landscaping along South Houk Road shall be maintained as constructed and the maintenance of the mound and associated landscaping shall be the responsibility of the Homeowner's Association.
13. Along the northern boundary of the subject development, an undulating earthen mound ranging from 8 to 12 feet in height shall be installed to block views of the future commercial development to the north. A mix of deciduous, evergreen and ornamental tree plantings shall be provided on the top of the mound consistent with the existing South Houk Road landscape mound and shall have a minimum 60% opacity at the time of installation. The subject mound shall either be located on the subject property or within an easement with the property to the north.
14. Individual building landscaping shall be required per Chapter 1171 Design Criteria and Performance Standards of the zoning code.
15. All landscaping plans shall be submitted, reviewed and approved by the Shade Tree Commission.
16. Any tree removal and/or replacement requirements shall achieve compliance with Chapter 1168 Tree Preservation Regulations and shall be required prior to final plat approvals for each section.
17. The open space between Maria Avenue and Amelia Lane shall be programmed with amenities as submitted.
18. The lighting plan shall achieve compliance with the zoning code and shall be approved by the Chief Building Official.
19. A sign permit application that includes more specific sign size, construction material, etc., shall be reviewed and approved by staff.

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: _____, 2017

YEAS___ NAYS___
ABSTAIN ___

ATTEST: _____
CITY CLERK

MAYOR



FACT SHEET

AGENDA ITEM NO: 17

DATE: 03/27/2017

ORDINANCE NO:

RESOLUTION NO: 17-23

READING: FIRST

PUBLIC HEARING: NO

TO: Mayor and Members of City Council

FROM: R. Thomas Homan, City Manager

VIA: Darren Shulman, City Attorney

TITLE OF PROPOSED ORDINANCE/RESOLUTION:

A RESOLUTION AUTHORIZING THE CITY TO PARTICIPATE IN JOINT LITIGATION TO CHALLENGE THE MICRO WIRELESS FACILITY PROVISIONS OF SENATE BILL 331, PASSED BY THE OHIO GENERAL ASSEMBLY IN 2016.

BACKGROUND:

SB331 removes the City's authority to regulate and control placement of 'small cell facilities' and requires cities to allow companies to make city owned poles and other structures in the right of way available to private wireless companies at a nominal cost. Cities throughout Ohio are working together to challenge these provisions as a violation of municipal home rule authority. In order to do so, the Central Ohio Mayor and Managers Association (COMMA) has devised a cost contribution (see attached) for each participating city. This resolution authorizes the City to participate in the litigation and pay its apportioned share. Toledo has filed a similar challenge within the past week and other cities from around the state are contemplating or have filed suits.

REASON WHY LEGISLATION IS NEEDED:

This resolution is needed to authorize participation in a joint effort with other municipalities to challenge the SB331. This resolution also establishes the maximum financial commitment for the effort.

COMMITTEE RECOMMENDATION:

N/A

FISCAL IMPACT(S):

\$6,000.00

If the cost of litigation exceeds the pooled funding contributed by the cities, it is possible that Council will be asked for additional funding.

POLICY CHANGES:

N/A

PRESENTER(S):

Dave Efland, Planning and Community Development Director
Darren Shulman, City Attorney

RECOMMENDATION:

Approval

ATTACHMENT(S)

Potential Cost Share for SB331 Litigation
SB331 Challenge-Cost Share Allocation
The Columbus Dispatch Article
This Week Community News Article

RESOLUTION NO. 17-23

A RESOLUTION AUTHORIZING THE CITY TO PARTICIPATE IN JOINT LITIGATION TO CHALLENGE THE MICRO WIRELESS FACILITY PROVISIONS OF SENATE BILL 331, PASSED BY THE OHIO GENERAL ASSEMBLY IN 2016.

WHEREAS, the City of Delaware recognizes that its citizens need advanced wireless communications services and that its citizens desire enhanced access to these services; and

WHEREAS, the City of Delaware recognizes that small cell facilities will need to be situated within the corporate limits of the City in order to expand wireless communications services; and

WHEREAS, the City of Delaware desires to work with wireless communications companies regarding the placement of these facilities in order to preserve the aesthetics of the community and protect the health, safety, and welfare of its citizens; and

WHEREAS, the State of Ohio has enacted Substitute Senate Bill 331, which purports to remove the City's authority to regulate and control placement of these facilities in City right-of-way and requires cities to make available at nominal cost, access to city-owned poles and other structures in the right-of-way; and

WHEREAS, the City of Delaware desires to assert its home rule authority to control the use of local right-of-way in the best interests of its citizens; and

WHEREAS, Substitute Senate Bill 331, passed by the Ohio General Assembly on December 7, 2016 violates the home rule provisions of the Ohio Constitution; and

WHEREAS, the City of Delaware supports, and agrees to join, a united effort by Ohio municipalities to challenge these provisions.

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

SECTION 1: The City will cooperate with other Ohio municipalities to challenge the provisions as a violation of municipal home rule authority and other such claims as may be appropriate.

SECTION 2: The City is authorized to expend up to \$6,000 in legal fees in support of this joint litigation effort, as indicated on the enclosed cost share

Potential Cost Share for SB331 Litigation

Entity	Pop.	Total Share
Bexley	13,654	\$4,000
Whitehall	18,694	\$4,000
Worthington	14,498	\$4,000
Westerville	38,384	\$6,000
Gahanna	34,590	\$6,000
Grandview	7,328	\$2,000
Grove City	39,388	\$6,000
Columbus	850,106	\$8,000
Upper Arlington	34,907	\$6,000
Canal Winchester	7,818	\$2,000
Delaware	37,995	\$6,000
Dublin	45,098	\$6,000
Powell	12,972	\$4,000
New Albany	9,879	\$2,000
Athens	25,044	\$6,000
Beavercreek	46,277	\$6,000
Bellbrook	7,053	\$2,000
Brookville	5,900	\$2,000
Centerville	23,882	\$4,000
Clayton	13,146	\$4,000
Dayton	140,599	\$8,000
Englewood	13,460	\$4,000
Fairborn	33,452	\$6,000
Germantown	5,503	\$2,000
Huber Heights	38,176	\$6,000
Kettering	55,525	\$8,000
Miamisburg	20,034	\$4,000
Moraine	6,373	\$2,000
Oakwood	9,052	\$2,000
Piqua	20,790	\$4,000
Riverside	24,972	\$4,000
Sidney	20,858	\$4,000
Tipp City	9,899	\$2,000
Troy	25,659	\$6,000
Union	6,461	\$2,000
Vandalia	15,106	\$4,000
West Carrollton	12,980	\$4,000
Xenia	25,976	\$6,000
Carlisle	5,259	\$2,000
Springboro	18,213	\$4,000
Trotwood	24,096	\$4,000
Springfield	59,680	<u>\$8,000</u>
Total		\$186,000

SB331 Challenge - Cost Share Allocation

<u>Min. Pop.</u>	<u>Max. Pop.</u>	<u>\$ Share</u>
0	9,999	\$2,000
10,000	24,999	\$4,000
25,000	49,999	\$6,000
50,000+		\$8,000

The Columbus Dispatch

Central Ohio cities sue over state law on wireless antennas

Monday

Posted Mar 20, 2017 at 12:01 AM

Updated Mar 21, 2017 at 5:55 AM

By Alissa Widman Neese

The Columbus Dispatch

Follow

A hearing will be held March 30 in Summit County Common Pleas Court on a temporary restraining order and preliminary injunction sought by 20 northeast Ohio cities and villages who want to stop a new state wireless equipment law that goes into effect today.

A similar lawsuit against the new law was filed Monday in Franklin County Common Pleas Court by 50 more cities and villages from around the state, including 14 in central Ohio.

Senate Bill 331, approved by the Ohio General Assembly and signed by Gov. John Kasich last year, allows wireless service providers to attach "micro-wireless" equipment —such as antennas and boxes — to traffic lights, utility poles, street signs and other structures in public right-of-ways without consent or regulation from local governments. Antennas must measure less than six cubic feet and boxes less than 28 cubic feet, or about the size of a refrigerator, according to the new state law.

The law also allows cellphone providers to build new signal towers up to 50 feet high in the public right-of-way.

No action is imminent on the Franklin County case as officials wait to see what happens in Summit County court. At a hearing Monday in Akron, Magistrate Kandi S. O'Connor ordered the state to submit a written brief in response to that lawsuit by Friday. The plaintiffs will then have until March 28 to file their written response before verbal arguments will be heard at 9 a.m. March 30.

The two lawsuits contend that the unilateral rights granted wireless providers under the state's law are unconstitutional violations of home-rule authority under the Ohio Constitution. In addition to aesthetic concerns of unregulated placement of such equipment, city and village officials say they're worried the lack of regulation could cause safety problems if equipment isn't installed properly.

"Senate Bill 331 effectively prohibits cities from regulating the placement of wireless facilities in our communities," said Bexley Mayor Ben Kessler, chair of the Central Ohio Mayors and Managers Association, which spearheaded the legal action in Franklin County court. The law, he said, gives utilities "the kind of rights no utility has ever had or should ever get."

The state law only impacts city and villages. It doesn't apply to counties or townships, which the lawsuits contend also violate the Ohio Constitution's uniformity clause.

In addition to those concerns, the lawsuits allege Senate Bill 331 violates the state Constitution's single-subject rule, which says "no bill shall contain more than one subject, which shall be clearly expressed in its title."

The bill, sponsored by Sen. Bob Peterson (R-Sabina), was introduced in May 2016 as a law intended to override local ordinances that restricted how pet stores can acquire dogs they sell. It was often called the "Petland bill" because the national pet store chain pushed for its passage after Grove City and Toledo passed restrictive local laws.

But by the time Kasich signed Senate Bill 331 into law last December, it included several late amendments covering a hodgepodge of topics, such as bestiality, cockfighting and minimum wage.

The controversial "micro wireless facilities" amendment was added during the Senate's lame-duck session, held after the next General Assembly had already been elected. There were no public hearings on the wireless matter, which city and village officials criticized for a lack of transparency.

AT&T lobbied for the wireless provider provisions in Ohio, but other providers, such as Sprint and Verizon, have campaigned for similar rules in other states.

The equipment described in the bill, also called "small-cell" technology, is critical for wireless providers to maintain speedy cellphone coverage in densely populated areas and successfully rolling out next-generation 5G coverage, Verizon spokesman Paul Vasington said.

"They're already deployed in many cities around the country and generally you don't notice them, because they're unobtrusive and fit in with existing infrastructure," Vasington said.

Small-cell technology helps meet demands for 4G service without requiring additional macrocell or large cellphone towers, which typically measure about 150 feet, he said. Existing laws in most Ohio cities only address those larger towers.

An estimated 100,000 to 150,000 small cells will be deployed nationwide by 2018 to improve service and as many as 800,000 by 2026, according to the Federal Communications Commission.

Vasington and AT&T spokeswoman Nicole Walker declined comment on Monday's lawsuit.

The Ohio Attorney General's Office, which represents the General Assembly and the governor in the matter, provided a written statement in response to the legal actions:

"We understand that portions of a bill passed by the Ohio General Assembly have been challenged in several courts. We are reviewing the pleadings and will respond accordingly."

City officials emphasized they're not against bringing new technology into their municipalities. Many cities listed as plaintiffs in the suit already have small-cell equipment installed safely and responsibly within their boundaries, officials said.

But as it's written, Senate Bill 331 doesn't allow for compromise or oversight, creating a "wild west" scenario, New Albany City Manager Joe Stefanov said.

For example, nothing in the law prevents providers from constructing 50-foot cellphone towers in the area between streets and sidewalks in residential areas.

"We want to maintain a balance between making the technology available and protecting the aesthetic qualities that take a lot of time, effort and money to create within our communities," Stefanov said.

The 14 central Ohio cities listed as participants in the Franklin County lawsuit are: Bexley, Columbus, Dublin, Delaware, Gahanna, Grandview Heights, Grove City, Hilliard, Lancaster, New Albany, Upper Arlington, Westerville, Whitehall and Worthington.

It's expected more lawsuits on the subject will be filed statewide, said Greg Dunn, an attorney with Ice Miller LLP, a Columbus law firm representing central Ohio cities in the lawsuit. Former Columbus Mayor Michael B. Coleman is a partner and member of Ice Miller's Public Affairs and Government Law, Internet of Things Group, and serves as the law firm's director of business and government strategies.

In 1997, the cities of Dublin and Upper Arlington sued the state on a similar issue involving public utilities, home rule and the Ohio Constitution's single-subject rule and were successful.

awidmanneese@dispatch.com

[@AlissaWidman](#)

ThisWeek COMMUNITY NEWS

Central Ohio cities spearhead SB 331 suit

Monday

Posted Mar 20, 2017 at 3:08 PM

Updated Mar 21, 2017 at 12:04 PM

Cities in the Central Ohio Mayors and Managers Association have joined dozens of others in filing a lawsuit against Senate Bill 311.

By **ANDREW KING**

THISWEEKNEWS.COM

Follow

Several central Ohio municipalities are moving forward with legal action aimed to overturn Ohio Senate Bill 331, which was scheduled to take effect today.

Leaders of the Central Ohio Mayors and Managers Association held a press conference yesterday, March 20, in Bexley to announce pending legal action against the bill they called a "blatant violation of the home-rule rights guaranteed municipalities in Ohio's Constitution."

The Ice Miller law firm in Columbus filed the complaint March 20 on behalf of 50 cities, including Akron and cities from COMMA and the Greater Dayton Mayors and Managers Association.

COMMA members are Bexley, Canal Winchester, Columbus, Delaware, Dublin, Gahanna, Grandview Heights, Grove City, Hilliard, New Albany, Pickerington, Powell, Reynoldsburg, Upper Arlington, Westerville, Whitehall and Worthington.

Senate Bill 331 was introduced in May 2016 and originally received support from Chillicothe-based Petland because it would overrule city-level laws attempting to specify where pet stores could purchase puppies. The bill, sponsored by Sen. Bob Peterson (R-Sabina), was written largely in response to an ordinance Grove City had adopted in March 2016 requiring retailers to acquire the pets they sell from animal shelters, rescues and humane societies.

But by the time the bill was signed into law in December by Gov. John Kasich, it had become an omnibus bill that included an amendment added during the Senate's lame-duck session that gave utility companies full rein to install "small-cell wireless" nodes to such structures as street signs and traffic lights within cities' public rights of way. When such structures are not present, the bill allows companies to install a tower, similar to a telephone pole, for infrastructure.

The small-cell wireless amendment, which was backed by AT&T, quickly drew responses from several central Ohio city leaders, including several that pledged support for legal action against the bill in recent months.

COMMA members have described SB 331 as "legislation COMMA believes violates the Ohio Constitution and threatens the principle of home rule."

Ben Kessler, the Bexley mayor who serves as the group's chairman, said at the press conference that city leaders are concerned by a perceived lack of recourse they would have as a result of the bill's provisions, which applied only to cities and counties.

"This bill allows telecoms to be able to place a 50-foot tower in the front lawns of the residential areas of our cities," Kessler said. "Cities need to be able to assist our citizens when the placement of small-cell facilities causes problems and disruptions."

Kessler cited 50-foot utility poles and 28-cubic-foot boxes "the size of a refrigerator" that could be placed within the cities' rights of way.

He said he and leaders from other cities involved are not exaggerating their concerns.

"This sounds like a scare tactic, but it's fairly literal," he said.

However, Matt Resch, an AT&T regional spokesman, previously told *ThisWeek* the bill's language was not sinister as some have implied. Resch said the bill "streamlines" the process of installing the technology, and AT&T is committed to working with communities, rather than installing things with no regard for their opinions.

Messages left seeking comments from Peterson and Resch were not returned for this story. A Verizon official said the company had no comment.

Ice Miller filed the case against SB 331 in the Franklin County Court of Common Pleas. Any appeal of the court's ruling would go before Ohio's 10th District Court of Appeals, which covers Franklin County.

The legal challenge by central Ohio and Dayton cities and Akron is not the only action being taken around the state.

Ice Miller partner Greg Dunn, one of the members of COMMA's legal team, said he is aware of "a number of lawsuits" being filed.

In Summit County, a group already had asked for a temporary restraining order that essentially would stop the bill from taking effect, Dunn said. That order would represent a "pause" in the process, he said.

At a Summit County Court of Common Pleas hearing March 20, Magistrate Kandi S. O'Connor ordered the plaintiffs and the state's representatives to file briefs before a verbal hearing at 9 a.m. Thursday, March 30, according to the court's website.

"We're going to watch the TRO in Summit (County)," Dunn said. "The state will have 30 days to respond, so from our point of view, our case will kind of enter a dead period where there won't be any activity for 30 days. After that's over, we'll probably start filing motions, mostly on home rule and on two-subjects-one-bill. I expect those motions to be filed within the next 30 to 90 days."

State Rep. Mike Duffey (R-Worthington), who voted against SB 331, previously called the bill a violation of both home rule and the Ohio Constitution's rule that bills should be limited to one subject.

Because of the multiple lawsuits, Dunn said, he's concerned about the possibility of different courts handing down opposing rulings. In that situation, the case might have to go before the Ohio Supreme Court.

Dunn said he had hoped to coordinate efforts around the state, but "couldn't come up with a solution."

Kessler said a successful legal challenge would "clear this section of the bill and the state would have to go back to the drawing board."

COMMA also pledged its support to small-cell technology in general, but not in the way the bill was written.

"We remain committed to the rapid deployment of that technology," Dublin City Manager Dana McDaniel said. "But there is a unique balance that has to be struck."

Kessler said he hopes a successful lawsuit will send a message to lawmakers about creating "Christmas-tree bills" in lame-duck sessions that include a variety of topics with little or no public comment. He said the group would like to be "a proactive member" in any discussions about revised language.

"It was rapid-fire," he said. "It evolved over a week or two. It was very, very fast and there were no public hearings. It was sort of a poster child for what happens with a lame-duck, 'Christmas-tree' sort of bill."

aking@thisweeknews.com

@ThisWeekAndrew

false



FEBRUARY FINANCE REPORT

TO: Members of City Council
FROM: Dean Stelzer, Finance Director
DATE: March 21, 2017

Reports Included

<u>Page</u>	<u>Reports</u>	<u>Purpose</u>
2	Revenues by Source	This summary compares year-to-date revenues for 2015 to 2014 by source.
3	General Fund	Summary of General Fund budgeted revenues, expenditures and fund balance.
4	Other Operating Funds	Summary of budgeted revenues, expenditures, & fund balances for non-general fund operating funds.
5	Other Funds	Other non-operating funds revenues, expenditures and fund balance.
6	Insurance	Summary of the City's self-funded health insurance costs with comparisons to last year.
7	Income Tax	Monthly income tax collections for last three years. Also includes tax collection projections for remainder of the year.
8	Recreation Levy Summary	Reflects 2016 and total Recreation Levy expenditures by Phase.

Highlights:

- * Too early in year to determine any trends

YTD 2016 Budget Supplementals

17-17 \$9,333 - General Fund - Refund fire insurance bond

FINANCE DIRECTOR'S REPORT
REVENUES BY SOURCE
February 28, 2017

	Revenues @ 2/28/17	Revenues @ 2/29/16	% Change
TAXES			
Income Tax	\$ 3,932,183	\$ 4,397,649	-10.58%
Property Tax	812,330	879,446	-7.63%
Local Government Fund	108,947	113,397	-3.92%
Inheritance	-	-	0.00%
Hotel/Motel Tax	7,810	8,596	-9.14%
Gasoline Taxes	189,791	183,635	3.35%
License Plate Tax	104,205	102,064	2.10%
FEES			
Franchise Fee (cable tv)	\$ 12,330	\$ 88,037	-85.99%
Parking Meter & Lot Fees	12,547	13,360	-6.09%
Fines/Forfeitures/Court Diversion Fees	24,815	22,996	7.91%
Impact Fees	59,593	118,648	-49.77%
Airport - Fuel	43,273	45,508	-4.91%
Cemetery	24,921	21,622	15.26%
Golf Course	5,934	1,643	261.17%
REIMBURSEMENTS			
Engineering Fees	\$ 397,472	\$ 187,548	111.93%
Fire/EMS Reimbursement	347,450	-	0.00%
Prosecutor Reimbursements	80,200	58,910	36.14%
Building Permits and Fees	96,683	114,703	-15.71%
UTILITY CHARGES			
Water - Meter Charges	\$ 856,336	\$ 858,772	-0.28%
- Capacity Fees	161,025	245,944	-34.53%
Sewer - Meter Charges	1,070,938	1,041,925	2.78%
- Capacity Fees	153,472	234,409	-34.53%
Refuse	588,278	571,802	2.88%
Storm Sewer	153,848	158,594	-2.99%
MUNICIPAL COURT REVENUES	\$ 676,277	\$ 655,933	3.10%

FINANCE DIRECTOR'S REPORT
GENERAL FUND REVENUES
February 28, 2017

Feb 16.7% of year	Revenues 2/28/2017	2017 Budget	Revenues As % of Budget	Comparative Revenues 2/29/2016	% Change YTD
GENERAL FUND					
Property Tax	629,224	1,522,000	41.34%	676,851	(7.04%)
City Income Tax	2,127,787	14,391,065	14.79%	2,380,594	(10.62%)
Other Taxes	0	0	0.00%	0	0.00%
Local Government Fund	108,947	617,500	17.64%	113,397	(3.92%)
Fines and Forfeitures	24,815	145,000	17.11%	22,996	7.91%
Engineering Fees	397,472	810,000	49.07%	187,548	111.93%
Prosecutor Contracts	80,200	260,000	30.85%	58,910	36.14%
Parking Meters	4,855	37,000	13.12%	6,474	(25.01%)
Other Fees and Contracts	3,789	0	0.00%	2,835	33.65%
Liquor Permits	12,231	45,000	27.18%	1,558	685.04%
Franchise Fees	12,330	355,000	3.47%	88,037	(85.99%)
Licenses & Permits	96,683	725,000	13.34%	114,703	(15.71%)
Investment Income	19,971	175,000	11.41%	9,422	111.96%
Miscellaneous	0	150,000	0.00%	40,237	(100.00%)
Reimbursements	45,703	168,000	27.20%	13,011	251.26%
Transfers	363,246	1,920,000	18.92%	363,890	(0.18%)
TOTAL	3,927,253	21,320,565	18.42%	4,080,463	(3.75%)

GENERAL FUND EXPENDITURES

	Expenses 2/28/2017	2017 Budget	Expenses As % of Budget	Comparative Expenses 2/29/2016	% Change YTD
GENERAL FUND					
City Council	23,246	151,797	15.31%	12,763	82.14%
City Manager	167,870	684,160	24.54%	161,159	4.16%
Human Resources	60,459	349,298	17.31%	41,838	44.51%
Economic Development	37,171	388,834	9.56%	33,241	11.82%
Legal Affairs/Prosecution	159,644	797,760	20.01%	137,665	15.97%
Finance	285,682	1,551,135	18.42%	264,281	8.10%
Income Tax Refunds	99,503	360,000	27.64%	94,852	4.90%
General Administration	1,162,354	5,684,387	20.45%	959,645	21.12%
Risk Management	750	332,900	0.23%	815	(7.98%)
Police	1,547,770	8,173,369	18.94%	1,298,450	19.20%
Planning	202,296	1,136,486	17.80%	165,685	22.10%
Engineering	251,057	1,485,329	16.90%	167,313	50.05%
City Buildings	57,763	478,763	12.07%	53,302	8.37%
TOTAL	4,055,565	21,574,218	18.80%	3,391,009	19.60%

General Fund Beginning Balance January 1, 2017	4,382,218
2017 General Fund Revenues	3,927,253
2017 General Fund Expenditures	(4,055,565)
Advances to Other Funds	-
Outstanding Encumbrances 2/28/17	(487,780)
General Fund Ending Fund Balance Feb 28, 2017	3,766,126

FINANCE DIRECTOR'S REPORT

OTHER OPERATING FUNDS

February 21, 2017

REVENUES

	Revenues 2/21/2017	2017 Budget	Revenues As % of Budget	Comparative Revenues 2/29/2016	% Change YTD
STREET MAINTENANCE & REPAIR	506,208	2,806,691	18.04%	545,121	(7.14%)
STORM SEWER	153,848	852,000	18.06%	158,628	(3.01%)
PARKS AND RECREATION	392,290	1,427,500	27.48%	187,755	108.94%
CEMETERY	37,421	212,500	17.61%	70,138	(46.65%)
AIRPORT OPERATIONS	86,693	711,218	12.19%	1,762,478	(95.08%)
FIRE/EMS INCOME TAX	1,925,648	14,940,746	12.89%	28,288	6707.30%
MUNICIPAL COURT	529,331	2,736,750	19.34%	524,179	0.98%
GOLF COURSE	5,933	173,700	3.42%	1,642	261.33%
WATER	876,129	5,650,132	15.51%	945,909	(7.38%)
SEWER	1,130,019	7,180,000	15.74%	1,086,512	4.00%
REFUSE	588,278	3,588,500	16.39%	577,431	1.88%
GARAGE ROTARY	161,360	645,440	25.00%	150,777	7.02%
INFORMATION TECH. ROTARY	263,212	1,052,850	25.00%	234,133	12.42%
TOTAL	6,656,370	41,978,027	15.86%	6,272,991	6.11%

EXPENDITURES

	Expenditures 2/21/2017	2017 Budget	Expenses As % of Budget	Comparative Expenses 2/29/2016	% Change YTD
STREET MAINTENANCE & REPAIR	490,018	2,924,173	16.76%	383,707	27.71%
STORM SEWER	359,346	1,542,458	23.30%	93,582	283.99%
PARKS AND RECREATION	195,555	1,393,719	14.03%	134,387	45.52%
CEMETERY	68,906	411,281	16.75%	114,734	(39.94%)
AIRPORT OPERATIONS	75,732	801,551	9.45%	2,209,469	(96.57%)
FIRE/EMS INCOME TAX	1,681,490	14,111,551	11.92%	33,119	4977.12%
MUNICIPAL COURT	486,212	2,641,901	18.40%	420,894	15.52%
GOLF COURSE	25,337	200,014	12.67%	23,142	9.48%
WATER OPERATIONS	738,630	5,939,211	12.44%	647,337	14.10%
SEWER OPERATIONS	67,729	7,391,675	0.92%	645,407	(89.51%)
REFUSE	514,563	5,370,832	9.58%	598,911	(14.08%)
GARAGE ROTARY	103,548	643,633	16.09%	98,613	5.00%
INFORMATION TECH. ROTARY	185,149	1,053,120	17.58%	187,905	(1.47%)
TOTAL	4,992,215	44,425,119	11.24%	5,591,207	(10.71%)

FUND BALANCES

	Fund Balance 1/1/2017	Revenues 2/21/2017	Expenditures 2/21/2017	Outstanding Encumb.	Fund Balance 2/21/2017
STREET MAINTENANCE & REPAIR	442,970	506,208	490,018	108,201	350,959
STORM SEWER	1,921,698	153,848	359,346	260,425	1,455,775
PARKS AND RECREATION	232,381	392,290	195,555	253,610	175,506
CEMETERY	299,378	37,421	68,906	9,681	258,212
AIRPORT OPERATIONS	232,295	86,693	75,732	86,119	157,137
FIRE/EMS INCOME TAX	5,637,179	1,925,648	1,681,490	441,104	5,440,233
MUNICIPAL COURT	1,881,840	529,331	486,212	7,523	1,917,436
GOLF COURSE	69,962	5,933	25,337	9,937	40,621
WATER OPERATIONS	1,421,338	876,129	738,630	207,981	1,350,856
SEWER OPERATIONS	2,661,859	1,130,019	677,729	82,437	3,031,712
REFUSE	2,185,719	588,278	514,563	189,692	2,069,742
GARAGE ROTARY	273,429	161,360	103,548	85,282	245,959
INFORMATION TECH. ROTARY	561,103	263,212	185,149	72,793	566,373
TOTAL	17,821,151	6,656,370	5,602,215	1,814,785	17,060,521

FINANCE DIRECTOR'S REPORT
OTHER FUND REVENUES/EXPENSES/FUND BALANCE
2/29/2017

	Beginning Fund Balance	Revenues 2/29/2017	Expenses 2/29/2017	Outstanding Encumbrances	Ending Fund Balance
STATE HIGHWAY IMPROVEMENT	106,060	17,192	0	0	123,252
LICENSE FEE	223,448	65,920	0	12,488	276,880
TREE FUND	211,030	7,500	0	0	218,530
AIRPORT 2000 T-HANGAR	143,529	16,251	9,889	9,226	140,665
RECREATION FACILITIES TAX	3,530,990	320,827	239,086	15,250	3,597,481
AIRPORT TIF	57,415	12,501	0	0	69,916
GLENN RD BRIDGE TIF	1,463,310	417,449	6,144	213,226	1,661,389
SKY CLIMBER/V&P TIF	0	9,796	0	0	9,796
MILL RUN TIF	0	72,581	0	0	72,581
COURT IDIAM	18,784	3,874	5,369	3,025	14,264
DRUG ENFORCEMENT	54,013	800	0	0	54,813
COURT ALCOHOL TREATMENT	516,519	5,987	0	0	522,506
OMVI ENFORCEMENT/EDUCATION	4,036	426	0	0	4,462
POLICE JUDGEMENT	114,881	2,528	8,217	19,772	89,420
PARK DEVELOPMENT	205,177	0	0	0	205,177
COMPUTER LEGAL RESEARCH	486,966	40,282	5,358	24,183	497,707
COURT SPECIAL PROJECTS	865,397	41,047	9,590	24,187	872,667
PROBATION SERVICES	451,587	55,330	5,488	6,746	494,683
POLICE/FIRE DISABILITY	0	183,106	183,106	0	0
COMMUNITY PROMOTION FUND	45,497	17,935	0	0	63,432
CDBG GRANT	2,530	0	0	0	2,530
ED REVOLVING LOAN	478,274	20,480	31,527	81,145	386,082
HOUSING GRANT PROGRAM INCOME	27,018	0	0	27,018	0
CHIP GRANT	(62,267)	62,270	33,598	113,443	(147,038)
GENERAL BOND RETIREMENT	72,367	47	0	0	72,414
PARK IMPROV BONDS FUND	107,796	215,797	0	0	323,593
SE HIGHLAND SEWER BOND FUND	83,023	166,095	0	0	249,118
CAPITAL IMPROVEMENT	1,408,850	389,915	573,702	462,475	762,588
FAA AIRPORT GRANT	(374,800)	310,744	19,485	37,600	(121,141)
FAA AIRPORT AIP GRANT	(406,370)	409,216	19,250	5,750	(22,154)
EQUIPMENT REPLACEMENT	199,822	455,000	120,002	373,948	160,872
PARK IMPACT FEE	1,082,919	32,590	162,678	0	952,831
POLICE IMPACT FEE	334,055	5,843	0	0	339,898
FIRE IMPACT FEE	330,732	9,915	0	0	340,647
MUNICIPAL SERVICES IMPACT FEE	535,122	11,246	0	0	546,368
GLENN ROAD CONSTRUCTION FUNDS	3,486,736	13,313	30	2,721	3,497,298
PARKING LOTS	28,666	7,691	8,572	6,028	21,757
WATER CIP	9,903,611	165,489	1,125,711	195,715	8,747,674
SEWER CIP	6,835,942	201,301	1,480,000	724,798	4,832,445
SELF INSURANCE	2,216,317	1,090,998	929,726	8,907	2,368,682
WORKERS COMP RESERVE	1,973,888	146,171	9,184	7,239	2,103,636
FIRE DONATION	5,765	0	0	0	5,765
PARK DONATION	25,000	0	0	0	25,000
POLICE DONATION	7,809	0	0	0	7,809
MAYOR'S DONATION	1,958	200	715	0	1,443
PROJECT TRUST	560,120	4,195	0	11,500	552,815
UNCLAIMED FUNDS	68,119	0	0	0	68,119
DEVELOPMENT RESERVE FUND	807,886	0	0	0	807,886
RESERVE ACCOUNT FUND	1,012,323	0	0	0	1,012,323
BERKSHIRE JEDD FUND	32,427	23,516	32,741	167,259	(144,057)
CEMETERY PERPETUAL CARE FUND	36,063	23	0	0	36,086
STATE PATROL TRANSFER	252	8,440	8,440	0	252
STATE BUILDING PERMIT FEES	474	837	909	0	402
PERFORMANCE BOND FUND	164,146	0	0	0	164,146
TOTAL	39,485,212	5,042,664	5,028,517	2,553,649	36,945,710

City of Delaware
Employee Health Insurance Plan
February 28, 2017

Account	February 2017	YTD 2017	2017 Budget	% of Budget	YTD 2016	% Change 2016-17
Life Insurance	\$ 2,280	\$ 4,586	\$ 29,000	15.8%	\$ 4,557	0.6%
Insurance Opt-Out	2,395	5,090	30,500	16.7%	4,390	15.9%
Preventative Care	6,964	10,070	45,000	22.4%	6,996	43.9%
Vision Coverage	-	-	13,600	0.0%	-	0.0%
Administrative Fees						
Excise Tax	-	-	40,000	0.0%	-	0.0%
TPA Fees	7,454	14,210	86,000	16.5%	13,460	5.6%
PPO Fees	3,640	7,224	46,000	15.7%	7,140	1.2%
Broker Fees	-	-	7,000	0.0%	1,020	-100.0%
Total Admin	11,094	21,434	179,000	12.0%	21,620	-0.9%
Stop Loss Insurance	53,070	105,595	620,000	17.0%	86,323	22.3%
Claims						
Medical	241,657	610,524	3,400,000	18.0%	398,710	53.1%
Dental	24,788	47,208	300,000	15.7%	36,362	29.8%
Prescription	50,036	125,219	715,000	17.5%	107,584	16.4%
Total Claims	316,481	782,951	4,415,000	17.7%	542,656	44.3%
Total Costs	392,284	929,726	5,332,100	17.4%	666,542	39.5%
Employee Payment	31,919	63,861	820,000	7.8%	116,508	
Reimbursements	2,253	55,706	300,000	18.6%	113,739	
NET PLAN COSTS	\$ 358,112	\$ 810,159	\$ 4,212,100	19.2%	\$ 436,295	85.7%

Enrollment:	Family Coverage	Single Coverage	Total Coverage
January 2017	207	48	255
January 2016	199	50	249

**MONTHLY INCOME TAX REVENUES
2015-2017**

	2015				% OF ACTUAL	2016				% OF ACTUAL	2017				% OF BUDGET
	W/H	PERSONAL	BUSINESS	TOTAL		W/H	PERSONAL	BUSINESS	TOTAL		W/H	PERSONAL	BUSINESS	TOTAL	
JANUARY	1,386,435	325,735	145,382	1,857,552		1,433,007	317,649	37,649	1,788,305		1,794,272	205,680	204,662	2,204,614	
FEBRUARY	1,374,902	315,054	84,287	1,774,243		2,161,101	396,158	52,085	2,609,344		1,304,987	327,145	95,437	1,727,569	
SUBTOTAL	2,761,337	640,789	229,669	3,631,795	15.89%	3,594,108	713,807	89,734	4,397,649	17.61%	3,099,259	532,825	300,099	3,932,183	16.39%
MARCH	1,122,427	601,839	98,726	1,822,992		1,237,708	545,907	234,748	2,018,363						
APRIL	1,299,084	2,094,760	670,933	4,064,777		1,481,257	2,185,373	575,354	4,241,984						
MAY	1,283,212	133,840	38,214	1,455,266		1,390,669	153,006	33,392	1,577,067						
JUNE	1,255,611	146,124	199,120	1,600,855		1,267,769	426,520	238,738	1,933,027						
JULY	1,426,574	318,033	55,623	1,800,230		1,426,206	146,332	33,356	1,605,894						
AUGUST	1,379,035	213,566	22,758	1,615,359		1,470,975	140,043	25,584	1,636,602						
SEPTEMBER	1,219,497	194,176	224,009	1,637,682		1,167,550	523,048	257,476	1,948,074						
OCTOBER	1,258,135	403,492	95,560	1,757,187		1,760,852	262,154	134,880	2,157,886						
NOVEMBER	1,437,276	240,304	53,785	1,731,365		1,283,667	213,128	13,244	1,510,039						
DECEMBER	1,294,296	274,186	166,753	1,735,235		1,296,162	420,091	232,478	1,948,731						
TOTALS	15,736,484	5,261,109	1,855,150	22,852,743	102.12%	17,376,923	5,729,409	1,868,984	24,975,316	104.09%	3,099,259	532,825	300,099	3,932,183	16.39%
BUDGETED				22,378,779					23,993,421					23,993,421	

	Total Receipts	Jan-Feb Receipts	% of Annual Collections	Projection based on ten year trend		
				JAN-FEB 2017 RECEIPTS = \$3,932,183		
2007	12,865,504	0	0.00%			
2008	14,159,170	0	0.00%	HIGH =	0.00%	#DIV/0!
2009	14,719,896	0	0.00%	LOW =	0.00%	#DIV/0!
2010	15,185,348	0	0.00%			
2011	17,765,717	0	0.00%	LAST 3 YR		
2012	19,658,101	0	0.00%	AVG =	0.00%	#DIV/0!
2013	20,557,766	0	0.00%			
2014	21,537,420	0	0.00%	*2016 BUDGETED RECEIPTS \$23,993,421		
2015	22,852,743	0	0.00%			
2016	24,975,316	0	0.00%			
		10 Year Avg.	0.00%			

FINANCE DIRECTOR'S REPORT
RECREATION LEVY
February 28, 2017

<i>Account #</i>	<i>Description</i>	<i>2014 Expended</i>	<i>2015 Expended</i>	<i>2016 Expended</i>	<i>2017 Expended</i>	<i>2017 Encumbered</i>	<i>2017 Remaining Budget</i>	<i>Total 2014 - 2017</i>
Phase 1 - \$20,000,000								
233-0233- 5230	Design	7,090	0	0	0	0	0	7,090
5513	Other Park Improvements	14,981	0	0	0	0	0	14,981
5521	National Guard City Alternatives	117,500	0	0	0	0	0	117,500
5533	Veterans Park Restroom/Shelter	0	100,000	150,000	0	0	0	250,000
	Total	139,571	100,000	150,000	0	0	0	389,571
Phase 2 - \$3,800,000								
233-0233- 5522	Park Asphalt Projects	306,291	59,111	27,841	0	0	0	393,243
5523	Park Seal Coating Projects	36,025	100,894	0	0	0	30,000	166,919
5524	Smith Park Trail	27,461	3,699	205,818	0	0	0	236,978
5525	Park Irrigation	0	0	0	0	0	0	0
5526	Park Aeration	20,109	0	0	0	0	286,000	306,109
5527	Parks General Construction Projects	113,737	6,250	12,645	0	0	157,581	290,213
5528	Dog Park	32,354	34,003	0	0	0	0	66,357
5529	Drainage & Excavation Projects	2,608	0	0	0	0	18,000	20,608
5530	Miscellaneous Park Improvements	42,715	0	0	0	0	25,000	67,715
5531	Veterans Park Parking Lot Addition	337,203	0	0	0	0	0	337,203
5532	Wayfinding and Signage	0	0	0	8,500	15,250	0	23,750
5534	Veterans Park Playtoy	0	152,551	94,449	0	0	0	247,000
5535	Splashpad Construction	5,300	479,956	51,627	0	0	0	536,883
5536	Parkland Acquisition/Improvement	0	722,272	428,577	0	0	0	1,150,849
5537	Park Improvements Contingency	3,040	0	0	0	0	0	3,040
5538	Pickleball Courts	0	17,035	0	0	0	0	17,035
5710	In House Design	0	4,237	0	0	0	0	4,237
	Total	926,843	1,580,008	820,957	8,500	15,250	516,581	3,868,139
	Phase 1 Totals	139,571	100,000	150,000	0	0	0	389,571
	Phase 1 Reimbursements	72,000						72,000
	Phase 1 Net Cost	67,571	100,000	150,000	0	0	0	317,571
	Phase 1 Net Cost 2009-2013							19,609,505
	TOTAL PHASE 1 COSTS							19,927,076
	Phase 2 Totals	926,843	1,580,008	820,957	8,500	15,250	516,581	3,868,139
	Phase 2 Reimbursements		212,722					212,722
	TOTAL PHASE 2 COSTS	926,843	1,367,286	820,957	8,500	15,250	516,581	3,655,417
	TOTAL ALL PHASES							23,582,493

TO: Mayor Riggle and Members of Council

FROM: R. Thomas Homan, City Manager

SUBJECT: Miscellaneous Matters

DATE: March 27, 2017

1. **Calendar**

See Attached

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

See Attached

3. **Bi-Weekly Meetings**

March 9

* MORPC Commission and Transportation Policy Committee

March 13

* City Council Meeting

March 14

* Delaware General Health Department Annual Meeting

March 15

* March for Meals

March 16

* Delaware Education Council Meeting

* Chamber of Commerce-Annual State of the County

March 20

* Rotary Meeting

March 21

* Strand Board Meeting

* Meeting with Tom Price and Barry McGraw with Soybean Association

4. **Required Readings**

A. Fire Department February Monthly Report

B. Delaware Area Chamber of Commerce Membership

March

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
			1	2	3	4

Civil Service -
cancelled
Planning 7pm

5	6	7	8	9	10	11
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BZA 7pm

12	13	14	15	16	17	18
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Council 7pm

19	20	21	22	23	24	25
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Finance 4:30 pm
Parks & Rec 7 pm

HPC 7pm
Finance 4:30 pm
cancelled

26	27	28	29	30	31
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Council 7pm

Shade Tree 7pm

2017

April

2017

Sun Mon Tue Wed Thu Fri Sat

1

2 3 4 5 6 7 8

Public Works
Public Utilities
7pm
Planning 7pm

9 10 11 12 13 14 15

Council 7pm
Sister City 6pm
BZA 7pm

16 17 18 19 20 21 22

Parks & Rec 7pm
Airport
Commission 7pm

23 24 25 26 27 28 29

Council 7pm
Shade Tree 7pm
HPC 7pm

30

CONTRACT APPROVAL – March 27, 2017

VENDOR	EXPLANATION OF AGREEMENT	2017 AMOUNT	DEPARTMENT
E.P. Ferris & Assoc, Inc	2017 Annual Bridge Inspection (Non ODOT)	\$17,640.00	Public Works



Delaware Fire Department

February 2017 Monthly Report



PERFORMANCE REVIEW	2014	2015	2016	2017	February	Year-to-Date	% Year to Date	% of Budget	(+ / -)
	Actual	Actual	Actual	Budget	Actual	Actual	Budget	Completed	Projected for Year
Total number of incidents	5,173	5,380	5,891	5,988	478	966	16.13%	16.67%	-0.54%
Fire	101	126	107	98	4	11	11.22%	16.67%	-5.45%
Rupture/Explosion	3	1	5	3	0	2	66.67%	16.67%	50.00%
EMS	4,047	4,254	4,658	4,785	385	758	15.84%	16.67%	-0.83%
Hazardous Conditions	124	135	150	151	13	32	21.19%	16.67%	4.52%
Service Calls	141	155	128	129	10	21	16.28%	16.67%	-0.39%
Good Intent	162	155	213	192	18	45	23.44%	16.67%	6.77%
False Calls	589	541	621	619	48	96	15.51%	16.67%	-1.16%
Severe Weather	0	1	3	4	0	0	0.00%	16.67%	-16.67%
Other	6	12	6	7	0	1	14.29%	16.67%	-2.38%
Number of medical transports	2,586	2,742	2,836	2,900	239	462	15.93%	16.67%	-0.74%
Narcan Administration	55	43	64	64	2	7	10.94%	16.67%	-5.73%
Percent of priority calls w/ response within 6 min	68%	74%	71%	70%	79%	74%	105.71%	16.67%	-31.71%
Percent working structure fires ERF of 15 FF within 12 minutes	78%	85%	100%	70%	100%	100%	142.86%	16.67%	70.00%
# Structure Fires	9	13	18	10	1	1	10.00%	16.67%	-6.67%
# Structure with personnel and Times	7	11	18	7	1	1	14.29%	16.67%	-2.38%
Number of commercial inspections conducted	1,473	1,365	1,345	1,450	132	345	23.79%	16.67%	7.12%
Number of plans reviewed within five days	100%	100%	100%	100%	100%	100%	100.00%	16.67%	100.00%
Number of fires greater than \$10,000	8	12	9	10	1	1	10.00%	16.67%	-6.67%
Number of fires of suspicious nature	5	6	3	4	0	0	0.00%	16.67%	-16.67%
Hours of Training	13,335	10,977	12,454	10,000	1,188	2,056	20.56%	16.67%	3.89%

Major Incidents

- February 25, Cumberland Ave., Structure Fire, 2 Pts Transported.

Other Activities

- Station Tours
- Dempsey Middle School – History Class Presentation
- 2nd Baptist –Chicken and Waffles

2010 Fire Levy Status

- Equipment - Continuing
 - Committee has finalized the specifications of the new Quint Fire Truck. Truck was ordered in September and delivery is expected in October 2017.
 - Three new Paramedic trucks were placed in-service and are operating at all of our Fire Station's.
 - Staff cars have been replaced in 2012-2016. This has included the implementation of retired police vehicles for station and inspector cars.
 - The new engine was delivered and placed in-service in April 2013.
 - The new paramedic truck was delivered and was placed in-service in January 2013.
 - The new ladder truck was delivered and was placed in-service in April 2012.
- Personnel - Continuing
 - Firefighters Kehlmer and Whitley began full-time work in January. These positions were filled due to resignations. FF Kehlmer and Whitley were previously Part-time Firefighters with our Department.
 - Work continued on the filing of PT FFs. Offers were extended to 3 candidates. Two of the candidates passed of the hiring due to conflicts with their paramedic classes. They asked to remain on the list and be considered next time.



Delaware Fire Department

February 2017 Monthly Report



-
- 40 potential new hire candidate names were pulled on October 31, to advance to the application and agility process. Additional Agility Testing took place in December 2016.
 - The total amount of new personnel hired since the new levy is 36. Some of these positions have filled open positions.
 - New Fire Station 304 - Continuing
 - Request for Qualifications for the design build construction was posted and were received on January 30. These will be reviewed and a g.
 - October 24, took action to annex the St 304 property. Lot surveying took place for St 304.
 - Property was purchased in 2011 at 821 Cheshire Rd. The property was leased out and the lease moved out on November 30, 2013. In 2014, we plan to begin the analysis and plans for an anticipated groundbreaking in 2016.
 - The opening of this Station is dependent on the increased staffing. This will be accomplished through the use of Part-Time personnel to supplement the staffing. The Part-Time personnel will be backfilling the open positions caused by personnel scheduled leaves.
 - Fire Station 303 - Completed
 - On September 27, 2013 we began operation 24/7. The Fire Station was dedicated on October 19, 2013.



Delaware Fire Department

February 2017 Monthly Report



Council for Older Adults – Monthly Report on the Firehouse Coordinator



First In Response To Seniors

February 2017

Referrals		# new CSP-enrolled clients		Total Contacts (duplicated)		# individuals served during the month		# of unduplicated individuals served	
Month	YTD	Month	YTD	Month	YTD	Month	Average/Mo	New for Month	YTD
24	58	4	5	211	484	39	45	26	75

Referrals

Direct Referral		Delaware City FD		Orange Township FD		SP Staff	
Month	YTD	Month	YTD	Month	YTD	Month	YTD
10	25	5	16	0	0	4	7
Liberty Township FD		Delaware Co. EMS		client self ref.		Other	
Month	YTD	Month	YTD	Month	YTD	Month	YTD
3	8	0	0	2	2	0	0

City of residence for those served

Delaware		Galena		Lewis Center		Westerville	
Month	YTD	Month	YTD	Month	YTD	Month	YTD
21	46	1	1	0	0	3	3
Powell		Sunbury		Ashley		Other	
Month	YTD	Month	YTD	Month	YTD	Month	YTD
13	22	0	0	0	1	1	2

Additional Services

# services added		Meals/Nutritional Support		Emergency Response Unit		In-Home Support	
Month	YTD	Month	YTD	Month	YTD	Month	YTD
6	7	5	6	1	1	0	0
# individuals with new services		Incontinence Products		Durable Medical Equipment		*Other	
Month	YTD	Month	YTD	Month	YTD	Month	YTD
4	5	0	0	0	0	0	0

*Other

n/a

Community Events

1 community event was held in February with 13 individuals receiving information on the FIRST program.

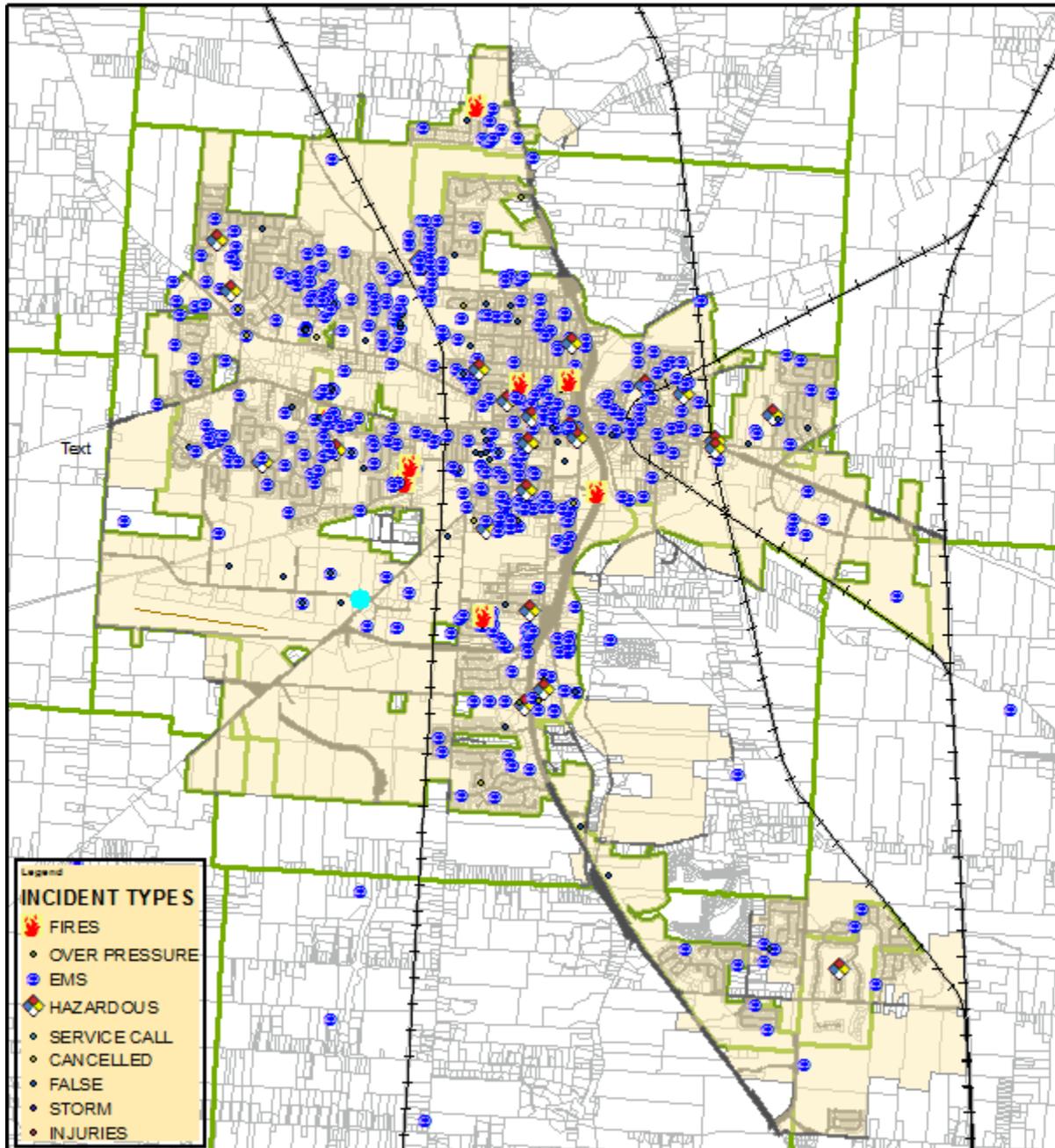


Delaware Fire Department

February 2017 Monthly Report



2017 Responses Year-to-Date





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DELAWARE AREA
CHAMBER OF COMMERCE
1907 - 2017 

R. Thomas Homan
City of Delaware
1 South Sandusky Street
Delaware, OH 43015

February 28, 2017

Dear Tom:

Thank you for renewing your membership with the Delaware Area Chamber of Commerce. Your membership investment is important and valued. Even if you are unable to attend Chamber events or become more active, your membership is working full-time for you on priorities affecting our business community.

We also value your comments and observations, so please feel free to forward any suggestions you may have. After all, this is your Chamber and your community.

Thank you again from the Board of Directors and the Chamber staff. We are all committed to making your Chamber membership work for you.

Cordially,



Holly Quaine, President
Delaware Area Chamber of Commerce



Exclusive Platinum
Sustaining
 OhioHealth

Gold Sustaining
Greif, Inc.
Mount Carmel
Health System

Silver Sustaining
Amanda Plumbing
Sewer & Drain
First Citizens National Bank

Silver Sustaining
Ohio Living
Sarah Moore
Willow Brook
Christian Communities