

**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

August 28, 2017

1. ROLL CALL
2. INVOCATION – Reverend Terry Highland, St. Peters Episcopal Church
3. PLEDGE OF ALLEGIANCE
4. APPROVAL of the Motion Summary of the regular meeting of Council held on August 14, 2017, as recorded and transcribed.
5. CONSENT AGENDA
 - A. Acceptance of the Motion Summary for the Parks and Recreation Advisory Committee meeting held June 20, 2017.
 - B. Acceptance of the Motion Summary for the Finance Committee meeting held April 11, 2017.
 - C. Acceptance of the Motion Summary for the Parking and Safety Committee held on February 20, 2017.
 - D. Resolution No. 17-51, a resolution authorizing the installation of a No Parking Anytime Zone on the east side of Ashburn Drive from Ferguson Avenue to 115 feet south of Ferguson Avenue.
 - E. Resolution No. 17-52, a resolution replacing Resolution No. 17-43 and authorizing the City Manager to prepare and submit an application to participate in the Ohio Public Works Commission (OPWC) Local transportation Improvement (LTIP) Grant Program (Round 32), and to execute contracts as required for pavement resurfacing and rehabilitation of Winter Street and Heffner Street and repairs to the Winter Street Bridge.
 - F. Resolution No. 17-53, a resolution replacing Resolution No. 17-44

and authorizing the City Manager to enter into a Cooperation Agreement with Delaware County for an application to the Ohio Public Works Commission (OPWC) for the pavement resurfacing and rehabilitation of Winter Street and Heffner Street and repairs to the Winter Street Bridge (Round 32 Application).

6. LETTERS, PETITIONS, AND PUBLIC COMMENTS
7. COMMITTEE REPORTS
8. PRESENTATION
 - A. Preservation Parks of Delaware County – Tom Curtin, Executive Director
9. CONSIDERATION of Resolution No. 17-54, a resolution adopting the 2018-2022 Five-Year Capital Improvement Program (CIP).
10. CONSIDERATION of Ordinance No. 17-59, an ordinance supplementing the 2017 Appropriations Ordinance to provide additional funding for the Taxiway Design and Reconstruction Grant, and declaring an emergency.
11. CONSIDERATION of Ordinance No. 17-60, an ordinance supplementing the 2017 Appropriations Ordinance to provide additional funding for an agreement with Medrock, LLC, and declaring an emergency.
12. PRESENTATION AND DISCUSSION REGARDING DRAFT ORDINANCE AMENDING NEGLECT OF COMPANION ANIMALS (TETHERING).
13. FINANCE DIRECTOR'S REPORT
14. CITY MANAGER'S REPORT
15. COUNCIL COMMENTS
16. ADJOURNMENT

RECORD OF PROCEEDINGS

Minutes of Delaware City Council

Meeting

BEAR GRAPHICS 800-325-8084 FORM NO. 10148

Held August 14

20 17

The regular meeting of Council held August 14, 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, Third Ward Jim Browning, At-Large George Hellinger, Vice-Mayor Kent Shafer and Mayor Carolyn Kay Riggle who presided. Absent from the meeting was Fourth Ward Kyle Rohrer. The invocation was given by Chaplain Jon Powers, followed by the Pledge of Allegiance.

Staff Present: Darren Shulman, City Attorney, Dean Stelzer, Finance Director, Brad Stanton, Public Utilities Director, Dave Efland, Planning and Community Development Director, Sean Hughes, Economic Development Director, Bruce Pijanowski, Police Chief, John Donahue, Fire Chief, Carrie Fortman, Project Engineer, Jackie Walker, Assistant City Manager and Tom Homan, City Manager

Motion to Excuse: Mr. Jones motioned to excuse Mr. Rohrer, seconded by Vice-Mayor Shafer. Motion approved by a 6-0 vote.

ITEM 4: APPROVAL OF MINUTES

APPROVAL of the Motion Summary of the regular meeting of Council held July 24, 2017, as recorded and transcribed.

Motion: Mrs. Keller motioned to approve the Motion Summary of the regular meeting of Council held July 24, 2017, as recorded and transcribed, seconded by Mr. Jones. Motion approved by a 6-0 vote.

ITEM 5: CONSENT AGENDA

- A. Acceptance of the Motion Summary for the Shade Tree Commission meeting held June 27, 2017.
- B. Acceptance of the Motion Summary for the Historic Preservation Commission meeting held June 28, 2017.
- C. Acceptance of the Motion Summary for the Airport Commission meeting held January 19, 2017.
- D. Acceptance of the Motion Summary for the Planning Commission meeting held July 19, 2017.
- E. Resolution No. 17-50, a resolution authorizing the City Manager to enter into an agreement for the Comprehensive, Continuing and Cooperative (3-C) Transportation Planning Process with the Mid-Ohio Regional Planning Commission ("MORPC") acting as the Metropolitan Planning Organization (MPO) for Central Ohio and the City of Delaware ("City").

Motion: Vice-Mayor Shafer motioned to approve the Consent Agenda, seconded by Mr. Browning. Motion approved by a 6-0 vote.

ITEM 6: LETTERS, PETITIONS, AND PUBLIC COMMENTS

ITEM 7: COMMITTEE REPORTS

Mr. Jones informed Council that the Finance Committee will meet on August 16, 2017.

Mr. Browning informed Council that the Parks and Recreation Advisory Board will meet on August 15, 2017.

Vice-Mayor Shafer informed Council that the Parking and Safety Committee will meet August 21, 2017.

RECORD OF PROCEEDINGS

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held August 14 20 17

ITEM 8: PRESENTATION

- A. Proclamation to recognize The Foot and Ankle Wellness Center and Delaware's Day of Kindness
- B. Berkshire Township JEDD Expansion: Update, Bill Holtry, Berkshire Township Trustee

PRESENTOR:

Bill Holtry
Berkshire Township Trustee
1454 Rome Corners Road
Galena, Ohio 43021

Motion: Mayor Riggle motioned to move forward with the JEDD with Berkshire Township, seconded by Mr. Browning. Motion approved by a 6-0 vote.

ITEM 9: CONSIDERATION OF TRANSFER OF LIQUOR PERMIT

- A. La Cabana Mexican Restaurant LLC, DBA Mi Cerrito Mexican Restaurant, 19 E. Winter St., OH 43015, 1st floor only to Cerrito Potrillos LLC, DBA Mi Cerrito, 19 E. Winter St., OH 43015, 1st floor only. Permit Class: D5

Motion: Vice-Mayor Shafer motioned to accept without objection the transfer of the liquor permit, seconded by Mr. Browning. Motion approved by a 6-0 vote.

ITEM 10: ORDINANCE NO. 17-54 [Public Hearing and Second Reading]

AN ORDINANCE FOR TREPLUS COMMUNITIES FOR APPROVAL OF A REZONING AMENDMENT FROM B-3 (COMMUNITY BUSINESS DISTRICT) TO B-3 PMU (COMMUNITY BUSINESS DISTRICT WITH A PLANNED MIXED USE OVERLAY DISTRICT) FOR BURR OAK COMMONS CONTAINING 92 APARTMENT UNITS ON APPROXIMATELY 20.06 ACRES LOCATED ON THE NORTH SIDE OF SR 37 JUST WEST OF WESTFIELD SHOPPING CENTER AND JUST EAST OF LANTERN CHASE SUBDIVISION.

The Clerk read the ordinance for the second time.

APPLICANT:

Jane Arthur-Rostovic
1515 Lake Shore Drive
Columbus, Ohio 43204

Ms. Arthur-Rostovic provided information on amenities that will be provided to tenants and rental cost.

PUBLIC PARTICIPATION:

Dustin Nanna
206 Silver Maple Drive
Delaware, Ohio

Mr. Nanna voiced concerns over the projected rental cost and requested if staff had received input from surrounding residents. Mr. Efland discussed the process of notifying the public of public hearings. Ms. Arthur-Rostovic

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informed Council of various meetings held with the Home Owners Association.

Andrew Lukens
2215 Farmland Drive
Delaware, Ohio 43015

Mr. Lukens voiced concerns over dropping property values and the potential north access location. Mr. Lukens also voiced concerns over wildlife becoming territorial during the construction process.

Motion: Mr. Jones motioned to suspend the rules for Ordinance No. 17-54, seconded by Mrs. Keller. Motion approved by a 6-0 vote.

Motion: Mr. Jones motioned to adopt Ordinance No. 17-54, seconded by Mrs. Keller. Motion approved by a 6-0 vote.

ITEM 11: ORDINANCE NO. 17-55 [Public Hearing and Second Reading]

AN ORDINANCE FOR TREPLUS COMMUNITIES FOR APPROVAL OF A CONDITIONAL USE PERMIT ALLOWING THE PLACEMENT OF A PMU (PLANNED MIXED USE OVERLAY DISTRICT) FOR BURR OAK COMMONS CONTAINING 92 APARTMENT UNITS ON APPROXIMATELY 20.06 ACRES LOCATED ON THE NORTH SIDE OF SR 37 JUST WEST OF WESTFIELD SHOPPING CENTER AND JUST EAST OF LANTERN CHASE SUBDIVISION.

The Clerk read the ordinance for the second time.

Motion: Mr. Jones motioned to suspend the rules for Ordinance No. 17-55, seconded by Mrs. Keller. Motion approved by a 6-0 vote.

Motion: Mr. Jones motioned to adopt Ordinance No. 17-55, seconded by Mrs. Keller. Motion approved by a 6-0 vote.

ITEM 12: ORDINANCE NO. 17-56 [Second Reading]

AN ORDINANCE FOR TREPLUS COMMUNITIES FOR APPROVAL OF A PRELIMINARY DEVELOPMENT PLAN FOR BURR OAK COMMONS CONTAINING 92 APARTMENTS UNITS ON APPROXIMATELY 20.06 ACRES ZONED B-3 PMU (COMMUNITY BUSINESS DISTRICT WITH A PLANNED MIXED USE OVERLAY DISTRICT) AND LOCATED ON THE NORTH SIDE OF SR 37 JUST WEST OF WESTFIELD SHOPPING CENTER AND JUST EAST OF LANTERN CHASE SUBDIVISION.

The Clerk read the ordinance for the second time.

Motion: Mr. Jones motioned to suspend the rules for Ordinance No. 17-56, seconded by Mrs. Keller. Motion approved by a 6-0 vote.

Motion: Mr. Jones motioned to adopt Ordinance No. 17-56, seconded by Mrs. Keller. Motion approved by a 6-0 vote.

ITEM 13: ORDINANCE NO. 17-57 [First Reading]

AN ORDINANCE FOR MCDONALD'S REAL ESTATE GROUP FOR APPROVAL OF AN AMENDED FINAL DEVELOPMENT PLAN FOR AN APPROXIMATE 3,915 SQUARE FOOT MCDONALD'S ON 2.0 ACRES

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ZONED B-4 (GENERAL BUSINESS DISTRICT) AND LOCATED AT 2091 US 23 NORTH.

The Clerk read the ordinance for the first time.

Motion: Mr. Jones motioned to suspend the rules for Ordinance No. 17-57, seconded by Mrs. Keller. Motion approved by a 6-0 vote.

Motion: Mr. Jones motioned to adopt Ordinance No. 17-57, seconded by Mrs. Keller. Motion approved by a 6-0 vote.

ITEM 14: ORDINANCE NO. 17-58 [First Reading] AN ORDINANCE FOR JACKSON REAL ESTATE AND DEVELOPMENT FOR APPROVAL OF A FINAL DEVELOPMENT PLAN FOR A NEW RETAIL/OFFICE BUILDING ON APPROXIMATELY 1.2 ACRES ON PROPERTY ZONED B-3 PUD (COMMUNITY BUSINESS DISTRICT WITH A PLANNED UNIT DEVELOPMENT OVERLAY DISTRICT) LOCATED ON THE OUT LOT JUST WEST OF PANERA BREAD.

The Clerk read the ordinance for the first time.

Motion: Vice-Mayor Shafer motioned to suspend the rules for Ordinance No. 17-58, seconded by Mr. Hellinger. Motion approved by a 6-0 vote.

Motion: Vice-Mayor Shafer motioned to adopt Ordinance No. 17-58, seconded by Mr. Hellinger. Motion approved by a 6-0 vote.

ITEM 15: DISCUSSION REGARDING A DESIGNATED OUTDOOR REFRESHMENT AREA (DORA).

Mrs. Walker and Mr. Shulman provided a presentation on the DORA application process. Mrs. Walker provided a map of the DORA boundaries and discussed the requirement for a public hearing.

PUBLIC PARTICIPATION:

Susie Bibler Executive Director, Main Street Delaware 20 E. Winter Street Delaware, Ohio 43015

Ms. Bibler provided information on the responses received from downtown merchants.

A straw poll was conducted with verbal support of proceeding with the DORA application from Mr. Jones, Mrs. Keller, Mr. Browning, Vice-Mayor Shafer, and Mayor Riggle. Mr. Hellinger voiced that he did not support proceeding with the DORA application.

ITEM 16: 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.

Mrs. Keller moved to enter into Executive Session at 9:08 p.m. following a five minute break. This motion was seconded by Mayor Riggle and

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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, and Section 121.22 (G) (2) acquisition of property for public purpose and 121.22 (G) (8) consideration of confidential information related to a request for economic development assistance. Council conducted a discussion of those items with the following members present: First Ward Chris Jones, Second Ward Lisa Keller, Third Ward Jim Browning, At Large George Hellinger, Vice-Mayor Kent Shafer and Mayor Carolyn Kay Riggle. Following the discussion at 9:26 p.m., it was moved by Mr. Jones that Council move into Open Session, seconded by Vice-Mayor Shafer and approved by 6-0 vote.

ITEM 17: CITY MANAGER'S REPORT

Mr. Homan informed Council on the status of the CIP.

Mr. Homan informed Council that AEP will have a meeting on August 15, 2017 with city staff regarding their Smart Grid Project.

ITEM 18: COUNCIL COMMENTS

Mr. Jones questioned the responsibility of Treplus if a traffic signal is deemed necessary.

Mr. Jones provided information on House Bill 94 in regards to the tethering of animals and requested that the City Attorney provide draft legislation for debate at the next Council meeting.

Mr. Browning discussed the need to improve city communication with the public and presented the idea of an automatic call system.

ITEM 19: ADJOURNMENT

Motion: Vice-Mayor Shafer moved to adjourn the meeting, seconded by Mr. Jones. The meeting adjourned at 9:28 p.m.

Mayor Carolyn Kay Riggle

Elaine McCloskey, Council Clerk

PARKS AND RECREATION ADVISORY BOARD
MOTION SUMMARY
June 20, 2017

ITEM 1. Roll Call

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

Members Present: Cassie Cunningham, Bob Dalton, Robert Ruh, Michael Rush, Councilmember Kyle Rohrer, Corie Thompson, Vice-Chairwoman Dianna Hibinger, and Chairwoman Allyson Lash

Members Absent: Caitlyn Ashley, Joshua Bricker, Angela MacWhinney

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

YMCA Staff Present: Jeremy Byers, Associate Executive Director

Motion to Excuse: Mr. Rush moved to excuse Ms. Ashley, Mr. Bricker, and MacWhinney seconded by Mr. Dalton. Motion approved by an 8-0 vote.

ITEM 2. INTRODUCTION of New Parks and Recreation Advisory Board Members

Chairwoman Lash introduced New Parks and Recreation Advisory Board Member Corie Thompson.

ITEM 3. APPROVAL of the Motion Summary for the meeting held April 18, 2017 as recorded and transcribed.

Motion: Councilman Rohrer moved to approve the Motion Summary for the meeting held April 18, 2017 as recorded and transcribed, seconded by Mr. Rush. Motion approved by an 8-0 vote.

ITEM 4. PUBLIC COMMENTS

ITEM 5. UPDATE of YMCA Recreation Services, Programs and Events

ITEM 6. UPDATE of Park Activities

a. Glenross Park

Mr. Miller provided information on the Glenross Park plans.

b. Little Brown Jug Junior Golf Classic

A discussion was held on the change of date to increase participation and restrictions of parents to participate with children during the event.

- c. Blue Limestone Bird Study
- d. Blue Limestone Archaeology Study
- e. Bike Plan

A discussion was held regarding protocol for Mingo Pool staff as maximum capacity is reached.

ITEM 7. DISCUSSION of Facility Rules and Regulations

Mr. Miller discussed shelter rental recommendations for nonprofit rentals.

ITEM 8. DISCUSSION of Dog Park Seasonal Closure

A discussion was held on closing during part of winter and early spring season to protect the turf. Mr. Miller to present policy to the Board at the next meeting.

ITEM 9. DISCUSSION of Dave Staley Triathlon

Mr. Miller discussed recent declines in participation in the event. Ms. Thompson recommended to reach out to youth triathlon coaches to increase participate and to look at chipped timing.

ITEM 10. RECOMMENDATION of Eastside Park Renaming

Mr. Miller reviewed with the Board the application that was presented to rename the park to Bennett Park.

PUBLIC PARTICIPATION:

Pat Yankie
Chief Deputy, Delaware County Sheriff's Office
839 Fulton Creek Road
Radnor, Ohio 43066

Russ Martin
Sheriff, Delaware County Sheriff's Office
149 N. Sandusky St.
Delaware, Ohio 43015

Erin Bennett
4321 Westway St.
Toledo, Ohio 43612

Motion: Councilman Rohrer recommend to Council to rename the Eastside

Park to Bennett Park, seconded by Vice-Chairwoman Hibinger. Motion approved by an 8-0 vote.

ITEM 11. STAFF COMMENTS

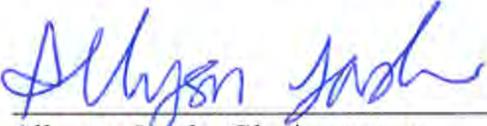
ITEM 12. MEMBERS COMMENTS

Vice-Chairwoman Hibinger informed staff that the tennis roll dryer was broken at the Mingo courts. Vice-Chairwoman Hibinger also discussed the potential need for a hitting wall.

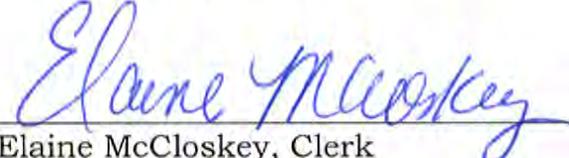
Ms. Thompson informed the Board about the upcoming Fourth of July Parade and the need for participants and floats.

ITEM 12. ADJOURNMENT

Motion: Vice-Chairwoman Hibinger moved to adjourn the Parks and Recreation meeting. The meeting adjourned at 8:07 p.m.



Allyson Lash, Chairwoman



Elaine McCloskey, Clerk

**FINANCE COMMITTEE
MOTION SUMMARY
April 11, 2017**

ITEM 1. Roll Call

Vice-Chairman Jones called the Finance Committee meeting to order at 4:30 p.m.

Members Present: Vice-Chairman Chris Jones and Vice-Mayor Shafer

Member Absent: Councilmember Lisa Keller

Staff Present: Brad Stanton, Public Utilities Director, Dean Stelzer, Finance Director, Darren Shulman, City Attorney, and Tom Homan, City Manager

Motion to Excuse: Vice-Mayor Shafer motioned to excuse Councilmember Lisa Keller, seconded by Vice-Chairman Jones. Motion approved by a 2-0 vote.

ITEM 2. Approval of the Motion Summary for the meeting held February 16, 2017 as recorded and transcribed.

Motion: Vice-Mayor Shafer moved to approve the Motion Summary from February 16, 2017, seconded by Vice-Chairman Jones. Motion approved by a 2-0 vote.

ITEM 3. Delaware/Berkshire JEDD Update/Discussion

Mr. Stelzer reviewed the current JEDD agreement and administrative fee. A discussion was held on new proposed fees. The Finance Committee recommended that the administrative fee remain the same with 25% share of the net income tax received.

ITEM 4. New Community Authority for Evans Farm Update

Mr. Homan recommended to not request a millage charge. The Finance Committee was in agreement to move ahead with the Proximate City without a millage charge.

ITEM 5. CIP Update/Discussion

Mr. Homan discussed plans to amend the Capital Improvement Plan. A discussion was held on the plans to recommend the demolition of the Engineering building on W. William Street. Mr. Homan discussed the

A discussion was held on MORPC grant projects and managing funding. A discussion was held on the point project. Mr. Homan discussed conversations with the County in being part of the project. Mr. Homan also provided informed the Finance Committee that MS Consulting is evaluating the east side traffic areas.

Mr. Stelzer discussed the current monitoring of tax collections.

Mr. Homan discussed the plan to update the Comprehensive Plan.

Mr. Stanton provided information on the upcoming CIP projects that included retro fit of new equipment for the filtration system.

ITEM 6. Member Comments

ITEM 7. Next Meeting Date

The next meeting date to be determined.

ITEM 8. **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.

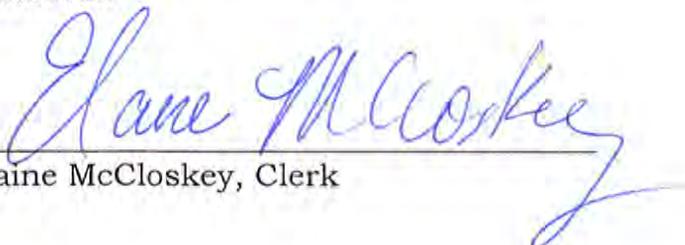
An Executive Session was deemed not necessary.

ITEM 9. Adjournment

Motion: Vice-Mayor Shafer moved to adjourn the Finance Committee meeting. The Finance Committee meeting adjourned at 5:23 p.m.



Chairman



Elaine McCloskey, Clerk

**PARKING AND SAFETY
MOTION SUMMARY
February 20, 2017**

ITEM 1. ROLL CALL

Chairman Shafer called the Parking and Safety Meeting to begin at 7:00 p.m.

Members Present: Councilman Chris Jones, Vice-Chairman George Hellinger, and Chairman Kent Shafer Members

Staff Present: Bruce Pijanowski, Police Chief, John Donahue, Fire Chief, Jessica Ormeroid, Project Manager, and Matt Weber, Deputy City Engineer

ITEM 2. ELECTION of Chairperson and Vice-Chairperson

Motion: Mr. Jones moved to nominate Mr. Shafer as Chairperson, seconded by Mr. Hellinger. Motion approved by a 3-0 vote.

Motion: Mr. Jones moved to nominate Mr. Hellinger as Vice-Chairperson, seconded by Chairman Shafer. Motion approved by a 3-0 vote.

ITEM 3. APPROVAL of the Motion Summary of the Parking and Safety Committee meeting held November 11, 2016, as recorded and transcribed.

Motion: Vice-Chairman Hellinger moved approve the Motion Summary of the Parking and Safety Committee meeting held November 11, 2016, seconded by Mr. Jones. Motion approved by a 3-0 vote.

ITEM 4. PUBLIC COMMENT

ITEM 5. RECOMMENDATION to Repeal Resolution 12-42, the removal of Handicap Parking signage at 216 North Union Street.

Chief Pijanowski discussed research that showed the resident in need of the handicap signage no longer resided at the location.

Motion: Mr. Jones moved to repeal Resolution 12-42, the recommendation of the removal of the Handicap Parking signage at 216 North Union Street, seconded by Vice-Chairman Hellinger. Motion approved by a 3-0 vote.

ITEM 6. DISCUSSION and CONSIDERATION of Traffic Calming and Signage on 265 Lexington Boulevard at Buehler Drive.

A discussion was held regarding speed study data, accident history, and traffic calming measures and recommendations.

PUBLIC COMMENT:

Linda Willeke
253 Lexington Boulevard
Delaware, Ohio 43015

Jodi Breakey
241 Lexington Boulevard
Delaware, Ohio 43015

Ms. Willeke voiced concerns over incidents in which her mailbox was hit. Ms. Willeke voiced her support for measures to reduce speeding.

Ms. Breakey voiced a concern over the slippery conditions of paint on crosswalks and how that might impact the traffic calming measures. A discussion was held on grooves in pavement and types of paint.

Ms. Willeke requested that the Committee recommend to Council a No Parking Zone along the inside curve.

Motion: Mr. Jones moved to recommend to City Council the traffic calming signage regarding to issues affecting Lexington Boulevard and Beuhler Drive as discussed at the February 20, 2017 Parking and Safety Committee meeting, and including No Parking Signage in that area as recommended by staff, seconded by Vice-Chairman Hellinger. Motion approved by a 3-0 vote.

ITEM 7. STAFF COMMENTS

Mr. Weber discussed the draft of the Traffic Calming Manual.

Ms. Ormeroid discussed the submission of applications for Safe Routes to School funding.

ITEM 8. COMMITTEE COMMENTS

Mr. Jones requested an update regarding a concern from Ms. Weller. Chief Pijanowski provided an update on his findings regarding the signage in the neighborhood.

ITEM 9. ADJOURNMENT

Motion: Vice-Chairman Hellinger moved to adjourn the meeting, seconded by Mr. Jones. The Parking and Safety Committee Meeting adjourned at 7:37 p.m.



Kent Shafer, Chairman



Elaine McCloskey, Clerk



FACT SHEET

AGENDA ITEM NO: CONSENT ITEM D DATE: 08/28/2017
ORDINANCE NO: RESOLUTION NO: 17-51
READING: FIRST PUBLIC HEARING: NO

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

TITLE OF PROPOSED ORDINANCE/RESOLUTION:

A RESOLUTION AUTHORIZING THE INSTALLATION OF A NO PARKING ANYTIME ZONE ON THE EAST SIDE OF ASHBURN DRIVE FROM FERGUSON AVENUE TO 115 FEET SOUTH OF FERGUSON AVENUE.

BACKGROUND:

Residents living in the Kensington Place Subdivision requested that a No Parking Anytime Zone be installed on the eastside of Ashburn Drive south of Ferguson Ave due to sight distance issues of the crosswalk crossing Ashburn Drive at Ferguson Avenue. This is a main crossing point for residents within the subdivision to the existing neighborhood park. The Parking and Safety Committee and Staff heard the concerns from the Kensington Place HOA President whom voiced the concerns of other residents in the neighborhood. Staff made a final recommendation that a No Parking Anytime Zone be installed on the east side of Ashburn Drive from Ferguson Avenue to 115 feet south of Ferguson Avenue. Additional No Parking signage will also be installed north of the intersection on both sides of Ashburn Drive per codified ordinance 351.03 to clearly delineate the no parking zone at the intersection.

REASON WHY LEGISLATION IS NEEDED:

The placement of regulatory signage requires City Council authorization for permanent enforcement.

COMMITTEE RECOMMENDATION:

The action is being taken as a result of the Parking and Safety Committee recommendation at the August 21, 2017 meeting.

FISCAL IMPACT(S):

The cost of materials to install the signage is estimated at \$200.00 to come out of the Public Works Traffic Division annual operating budget.

POLICY CHANGES:

None

PRESENTER(S):

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

RECOMMENDATION:

Approval

ATTACHMENT(S)

Exhibit A



FERGUSON AVENUE

ASHBURN DRIVE

EX. NO PARKING SIGN
1952

EX. PED XING SIGN
1946

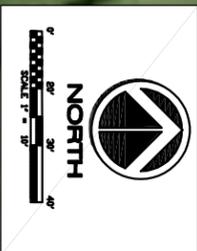
PROP. NO PARKING SIGN PER CODIFIED ORD. 351.03

PROP. NO PARKING SIGN PER RESOLUTION

EX. PED XING SIGN

PROP. NO PARKING SIGN PER CODIFIED ORD. 351.03

EX. PED XING SIGN
AHEAD



NO PARKING SIGNAGE PLAN EXHIBIT A

ASHBURN DRIVE & FERGUSON AVENUE

REVISIONS			APPROVED
No.	DATE	DESCRIPTION	





FACT SHEET

AGENDA ITEM NO: CONSENT ITEM E DATE: 08/28/2017
ORDINANCE NO: RESOLUTION NO: 17-52
READING: FIRST PUBLIC HEARING: NO

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

TITLE OF PROPOSED ORDINANCE/RESOLUTION:

A RESOLUTION REPLACING RESOLUTION NO. 17-43 AND AUTHORIZING THE CITY MANAGER TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION (OPWC) LOCAL TRANSPORTATION IMPROVEMENTS (LTIP) GRANT PROGRAM (ROUND 32), AND TO EXECUTE CONTRACTS AS REQUIRED FOR PAVEMENT RESURFACING AND REHABILITATION OF WINTER STREET AND HEFFNER STREET AND REPAIRS TO THE WINTER STREET BRIDGE.

BACKGROUND:

This resolution, authorizing the submittal of an OPWC application, is identical to the one Council passed on July 24, 2017, except Heffner Street has replaced Union Street as one of the streets to be resurfaced. This was done to be consistent with the 2017-2021 CIP, which identifies Heffner Street as a 2018 project.

The streets to be resurfaced and rehabilitated as part of this project are Heffner Street and Winter Street; additionally repairs will be made to the Winter Street Bridge over the Olentangy River.

Heffner Street is an east/west local street with a pavement rating of 'F' If Heffner Street is not resurfaced it is expected that it will deteriorate to a point where a simple resurfacing treatment will be insufficient to extend the life of the road and a major reconstruction will be needed. It has been over 20 years

since Heffner was last resurfaced. The treatment being proposed is an 1.5 inch mill, a Fiber Stress Absorbing Membrane Interlayer (SAMI) and an 1.5 inch asphalt overlay.

East Winter Street is an east/west collector street with a pavement rating of 'C'. The asphalt surface course has reached the end of its useful life indicating that a resurfacing is warranted. It was last resurfaced in 2001. E. Winter Street will be resurfaced from Franklin Street to Central Avenue. E. Winter Street has a total ADT load of 2,588 vehicles with 2,550 cars and bikes and 38 trucks. The treatment being proposed is a 1.5 inch mill, a Fiber Stress Absorbing Membrane Interlayer (SAMI) and a 1.5 inch asphalt overlay.

Heffner Street and Winter Street also have high volume of pedestrian traffic that must traverse uneven walks and potholes located in crosswalks. The selected treatment will provide a smooth and safe wearing surface for vehicles, pedestrians and cyclists. This treatment will also help to delay further base asphalt deterioration.

The Winter Street Bridge (SFN: 2160072) is a concrete deck and steel beam bridge with stacked stone abutments that was constructed in 1915. As of 2016 it has Bridge Rating of 6 (Satisfactory). The repairs to the bridge are replacing missing stones in the west abutment with concrete, remove and replaced deteriorated portions of the concrete approach slabs, and replacing sections of deteriorated sidewalk.

Lastly, the signalized intersection at Heffner Street & Sandusky Street and the signalized intersection at Winter Street & Sandusky Street will be refurbished as part of this project in order to enhance safety and provide better visibility of the vehicular heads. The refurbishment at Winter Street & Sandusky Street will include the replacement of signal heads, wiring, and other aging signal components and hardware. Video detection will be added to the signal at Heffner Street & Sandusky Street.

REASON WHY LEGISLATION IS NEEDED:

Passage of this Resolution authorizes the City Manager to apply for grant funding in the amount of \$427,000 from OPWC. If grant funding is awarded, this Resolution also allows the City Manager to sign a formal OPWC Project Agreement (in July of 2018).

COMMITTEE RECOMMENDATION:

The Public Works Committee was cancelled for July and will not meet again until October.

FISCAL IMPACT(S):

The total project cost is currently estimated at \$837,942. Submitting a complete application requires budgeting sufficient funding to cover the City's contribution to the project, currently estimated at \$360,942.

POLICY CHANGES:

None

PRESENTER(S):

William L. Ferrigno, P.E., Director of Public Works/City Engineer

RECOMMENDATION:

Approval

ATTACHMENT(S)

Winter Street and Heffner Street Resurfacing Exhibit

RESOLUTION NO. 17-52

A RESOLUTION REPLACING RESOLUTION NO. 17-43 AND AUTHORIZING THE CITY MANAGER TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION (OPWC) LOCAL TRANSPORTATION IMPROVEMENTS (LTIP) GRANT PROGRAM (ROUND 32), AND TO EXECUTE CONTRACTS AS REQUIRED FOR PAVEMENT RESURFACING AND REHABILITATION OF WINTER STREET AND HEFFNER STREET AND REPAIRS TO THE WINTER STREET BRIDGE.

WHEREAS, the Local Transportation Improvements Program provides financial assistance to political subdivisions for capital improvements to public infrastructure; and

WHEREAS, the City of Delaware seeks to improve the pavement condition by performing pavement resurfacing and rehabilitation operations to Winter Street and Heffner Street; and

WHEREAS, the City of Delaware seeks to improve the bridge condition by performing abutment and approach repairs and rehabilitation operations to Winter Street Bridge; and

WHEREAS, the infrastructure improvements herein above described is considered to be a priority need for the community and is a qualified project under the OPWC program; and

WHEREAS, this resolution updates and replaces Resolution No. 17-43 to reflect the amended street included in the agreement.

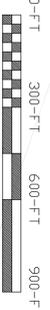
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF DELAWARE, OHIO THAT:

SECTION 1. The City Manager is hereby authorized to submit an application to the Ohio Public Works Commission for LTIP Program Grant Funds, (Round 32) for the construction of pavement resurfacing and rehabilitation improvements to Winter Street, Heffner Street, and Winter Street Bridge.

SECTION 2. The City Manager is further authorized to enter into any agreement as may be necessary and appropriate to obtaining this financial assistance and contracting the work to be performed.




 NORTH



1.5-INCH MILL
 ITEM 448 - 1.5" OVERLAY

REVISIONS			APPROVED
No.	DATE	DESCRIPTION	

RESOLUTION NO. 17-43

A RESOLUTION AUTHORIZING THE CITY MANAGER TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION (OPWC) LOCAL TRANSPORTATION IMPROVEMENTS (LTIP) GRANT PROGRAM (ROUND 32), AND TO EXECUTE CONTRACTS AS REQUIRED FOR THE WINTER STREET AND NORTH UNION STREET RESURFACING AND WINTER STREET BRIDGE REHABILITATION PROJECT.

WHEREAS, the Local Transportation Improvements Program provides financial assistance to political subdivisions for capital improvements to public infrastructure; and

WHEREAS, the City of Delaware seeks to improve the pavement condition by performing pavement resurfacing and rehabilitation operations to Winter Street and Union Street; and

WHEREAS, the City of Delaware seeks to improve the bridge condition by performing abutment and approach repairs and rehabilitation operations to Winter Street Bridge; and

WHEREAS, the infrastructure improvements herein above described is considered to be a priority need for the community and is a qualified project under the OPWC program.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF DELAWARE, OHIO THAT:

SECTION 1. The City Manager is hereby authorized to submit an application to the Ohio Public Works Commission for LTIP Program Grant Funds, (Round 32) for the construction of pavement resurfacing and rehabilitation improvements to Liberty Road.

SECTION 2. The City Manager is further authorized to enter into any agreement as may be necessary and appropriate to obtaining this financial assistance and contracting the work to be performed.

SECTION 3. That this resolution shall be in force and effect immediately upon its passage.

PASSED: July 24, 2017

ACCEPT 7 REJECT 0
ABSTAIN 0

ATTEST: Elaine Mackey Card Kay Rugh
CITY CLERK MAYOR



FACT SHEET

AGENDA ITEM NO: CONSENT ITEM F DATE: 08/28/2017
ORDINANCE NO: RESOLUTION NO: 17-53
READING: FIRST PUBLIC HEARING: NO

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

TITLE OF PROPOSED ORDINANCE/RESOLUTION:

A RESOLUTION REPLACING RESOLUTION NO. 17-44 AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A COOPERATION AGREEMENT WITH DELAWARE COUNTY FOR AN APPLICATION TO THE OHIO PUBLIC WORKS COMMISSION (OPWC) FOR THE PAVEMENT RESURFACING AND REHABILITATION OF WINTER STREET AND HEFFNER STREET AND REPAIRS TO THE WINTER STREET BRIDGE (ROUND 32 APPLICATION).

BACKGROUND:

This resolution, authorizing the submittal of an OPWC application, is identical to the one Council passed on July 24, 2017, except Heffner Street has replaced Union Street as one of the streets to be resurfaced. This was done to be consistent with the 2017-2021 CIP, which identifies Heffner Street as a 2018 project.

The streets to be resurfaced and rehabilitated as part of this project are Heffner Street and Winter Street; additionally repairs will be made to the Winter Street Bridge over the Olentangy River.

Heffner Street is an east/west local street with a pavement rating of 'F' If Heffner Street is not resurfaced it is expected that it will deteriorate to a point where a simple resurfacing treatment will be insufficient to extend the life of the road and a major reconstruction will be needed. It has been over 20 years since Heffner was last resurfaced. The treatment being proposed is a 1.5 inch

mill, a Fiber Stress Absorbing Membrane Interlayer (SAMI) and a 1.5 inch asphalt overlay.

East Winter Street is an east/west collector street with a pavement rating of 'C'. The asphalt surface course has reached the end of its useful life indicating that a resurfacing is warranted. It was last resurfaced in 2001. E. Winter Street will be resurfaced from Franklin Street to Central Avenue. E. Winter Street has a total ADT load of 2,588 vehicles with 2,550 cars and bikes and 38 trucks. The treatment being proposed is a 1.5 inch mill, a Fiber Stress Absorbing Membrane Interlayer (SAMI) and a 1.5 inch asphalt overlay.

Heffner Street and Winter Street also have high volume of pedestrian traffic that must traverse uneven walks and potholes located in crosswalks. The selected treatment will provide a smooth and safe wearing surface for vehicles, pedestrians and cyclists. This treatment will also help to delay further base asphalt deterioration.

The Winter Street Bridge (SFN: 2160072) is a concrete deck and steel beam bridge with stacked stone abutments that was constructed in 1915. As of 2016 it has Bridge Rating of 6 (Satisfactory). The repairs to the bridge are replacing missing stones in the west abutment with concrete, remove and replaced deteriorated portions of the concrete approach slabs, and replacing sections of deteriorated sidewalk.

Lastly, the signalized intersection at Heffner Street & Sandusky Street and the signalized intersection at Winter Street & Sandusky Street will be refurbished as part of this project in order to enhance safety and provide better visibility of the vehicular heads. The refurbishment at Winter Street & Sandusky Street will include the replacement of signal heads, wiring, and other aging signal components and hardware. Video detection will be added to the signal at Heffner Street & Sandusky Street.

REASON WHY LEGISLATION IS NEEDED:

Passage of this Resolution authorizes the City Manager to sign an agreement with Delaware County accepting their contribution currently estimated at 6.0% (with a cap of \$50,000) towards this project.

COMMITTEE RECOMMENDATION:

The Public Works Committee was cancelled for July and will not meet again until October.

FISCAL IMPACT(S):

The total project cost is currently estimated at \$837,942. Submitting a complete application requires budgeting sufficient funding to cover the City's contribution to the project, currently estimated at \$360,942.

POLICY CHANGES:

None

PRESENTER(S):

William L. Ferrigno, P.E., Director of Public Works/City Engineer

RECOMMENDATION:

Approval

ATTACHMENT(S)

None

RESOLUTION NO. 17-53

A RESOLUTION REPLACING RESOLUTION NO. 17-44 AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A COOPERATION AGREEMENT WITH DELAWARE COUNTY FOR AN APPLICATION TO THE OHIO PUBLIC WORKS COMMISSION (OPWC) FOR THE PAVEMENT RESURFACING AND REHABILITATION OF WINTER STREET AND HEFFNER STREET AND REPAIRS TO THE WINTER STREET BRIDGE (ROUND 32 APPLICATION).

WHEREAS, the County of Delaware provides financial assistance to political subdivisions applying for OPWC Grant funds for Capital Improvements to public infrastructure; and

WHEREAS, the City of Delaware seeks to improve highway safety for both vehicle and pedestrian traffic by replacing damaged, deteriorated and rutted pavement; and

WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the County Cooperation Agreement Program; and

WHEREAS, this resolution updates and replaces Resolution No. 17-44 to reflect the amended street included in the agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF DELAWARE, OHIO THAT:

SECTION 1. The City Manager is hereby authorized to enter in to a Cooperative Agreement with Delaware County for a grant application not to exceed \$50,000.00 for the City of Delaware for the pavement resurfacing and rehabilitation of Winter Street and Heffner Street and bridge repairs to the Winter Street Bridge.

SECTION 2. That the City of Delaware agrees to be the designated lead agency, signing all required applications, agreements and correspondence.

SECTION 3. That Resolution No. 17-44 is hereby repealed in its entirety.

SECTION 4. That this resolution shall be in force and effect immediately upon its passage.

PASSED: _____, 2017

YEAS ___ NAYS ___
ABSTAIN ___

ATTEST: _____
CITY CLERK

MAYOR



FACT SHEET

AGENDA ITEM NO: 9

DATE: 08/28/2017

ORDINANCE NO:

RESOLUTION NO: 17-54

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 ADOPTING THE 2018-2022 FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM (CIP).

BACKGROUND:

A work session to discuss the CIP has been scheduled for Monday, October 2.

REASON WHY LEGISLATION IS NEEDED:

Pursuant to Section 79 of the Charter, the CIP is to be submitted to City Council by August 15 and adopted no later than October 15. Adoption is scheduled for Council's October 9 meeting.

COMMITTEE RECOMMENDATION:

N/A

FISCAL IMPACT(S):

POLICY CHANGES:

N/A

PRESENTER(S):

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

RECOMMENDATION:

ATTACHMENT(S)

CIP

RESOLUTION 17-54

A RESOLUTION ADOPTING THE 2018-2022 FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM (CIP).

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

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

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

WHEREAS, City Council will review the 2018-2022 CIP at Work Sessions before October 10.

WHEREAS, Council discussed possible amendments to the plan which may be considered as part of the adopted 2018 budget.

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

SECTION 1. That the 2018-2022 Five-Year Capital Improvements Program for the General Fund, Airport, Fire, Police, Public Works, Parks, Equipment Replacement, Technology, Building Maintenance, Water, Sewer, Storm Sewer, Refuse, Parks Impact, Police Impact, and Fire Impact attached hereto as Exhibit A, is hereby adopted as the official plan for future public improvements.

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

PASSED: _____, 2017

YEAS ____ NAYS ____
ABSTAIN ____

ATTEST: _____
CITY CLERK

MAYOR



August 15, 2017

Mayor Riggle and Members of City Council:

Pursuant to section 79 of the City Charter, submitted herewith is my proposed 2018-2022 Capital Improvement Plan, adoption of which must occur by October 15, 2017. The first reading of the Plan will take place Monday, August 28, 2017; the second reading on Monday, September 11, 2017; and the third reading and adoption on Monday, October 9, 2017. In addition, consideration should be given to scheduling at least one to two work sessions, with one of them on Monday, October 2, 2017. The work session format will provide a better opportunity for more in-depth discussion and review. Reviews will also take place by the Planning Commission at its September 6 meeting and by the Parks and Recreation Board at its September 12 meeting.

This CIP is organized in the same way as in years before with the department narrative followed by the project funding.

I am happy to report that the 2018-2022 CIP enables the city to advance a number of important projects from different City departments. These include:

- **Public Utilities:** Design and construction of a new water distribution line, which will cross the Olentangy River and provide improved service in the city's growing southeast section.
- **Technology:** Replacement of the police department's record management system
- **Public Works:** Traffic signal system upgrade on major city corridors
- **Economic Development:** Ohio Wesleyan University has developed a draft letter of intent for a collaborative entrepreneur center to be located on their campus. This is being reviewed by the City and County and will be acted on in 2018. This letter of intent would establish a strong relationship with a board of advisors for the center, a University-led operational plan, and a team focused effort toward servicing entrepreneurs from throughout the country. The LOI also establishes a supportive fee structure for the City and county to financially support the center on an ongoing basis.

Work on the CoHatch co-working facility is moving along. The City is currently working on a tenant landlord model for the Gazette Building that would involve landlord financing of renovations for which CoHatch also will have a financial contribution. Details of this model are currently being evaluated and negotiated, but would hopefully, lead to CoHatch occupying the first floor and lower level of the building while also renovating the second floor for city office occupancy. The financing would be repaid by CoHatch as a tenant through rent.

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Regarding transportation, you will notice that the 2018-2022 CIP differs from previous years. A 2016 transportation levy that would have funded maintenance and network improvements was defeated in November.

Consequently, the CIP being presented here does not include any new and dedicated funding for the city's transportation infrastructure. In fact, the CIP reflects less annual funding for the city's local street resurfacing. Had the levy passed, approximately \$800,000 annually would have been available for local street resurfacing. Instead, this plan reflects approximately \$150,000 annually for this program, far short of what the annual investment should be.

The good news on our transportation front is that within a few months of the levy defeat, we received notification that funding for the Point project had been recommended for approval as part of the Mid-Ohio Regional Planning Commission's Transportation Improvement Program (TIP). In June, final approval was granted. All told, the city is expected to receive approximately \$17.6 million in state and federal funding for this project. Delaware is required to commit to paying a 20-percent match – about \$6.2 million by 2022.

The transportation levy could have provided funds for the local contribution; instead, the CIP reflects \$350,000 annually that will go towards the City's match. The City has formally requested the county's financial participation, as this project has regional significance; JEDD revenue will continue to be pledged for the project as well.

As Council considers levy options for the future, I have included, as an appendix, an updated report from Bill Ferrigno, the city's Public Works Director/City Engineer on the city's resurfacing and maintenance needs.

As you know, our ability to maintain roadway and traffic infrastructure throughout the city has not been sustainable for some time. Periods of rapid expansion – in combination with significant increases in construction material

costs – strain the city’s ability to adequately address our roadway network and related infrastructure. Bill’s updated report considers a “Fix It First” approach. Delaware’s top priority would be: (1) establishing roadway maintenance as a priority, and (2) maximizing pavement lifespan by keeping roads in good repair. You will see that less emphasis is being placed on network improvement projects, a course we can discuss in more detail during CIP deliberations.

In addition to the Point Project, the CIP reflects continued funding for the E. William St. improvement project, which is expected to be under construction in 2019. Once completed, it will provide a continuous center turn lane to reduce the number of rear-end and side swipe accidents through the corridor. This project will also eliminate the severe “blind spot” and substandard turning radius at the northeast corner of the Lake Street intersection by widening the bridge over E. William Street. The new pedestrian bridge will be more than double the length that it currently is. The project is primarily being funded through a federal earmark.

At the same time, planning continues on options for improving E. Central Avenue. Attempts to stabilize the roadway have only minimal longevity. Complete roadway reconstruction is necessary. Ongoing analysis will aide in identifying several alternative approaches related to Central Avenue pavement condition and traffic volumes. Alternatives being studied include one-way configurations, reversible lanes, conventional (expensive) widening, and non-conventional (lower cost) widening. All alternatives assume E. William and The Point Projects are committed projects.

Not surprisingly - whatever the option - the challenge will be coming up with the City’s local contribution. Nonetheless, a plan to address the ongoing deterioration of this critical stretch of roadway needs to be developed so City Council knows what its options are.

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As the general fund summary shows, the plan is in balance in 2018, but out of balance for 2019-2022, underscoring the ongoing challenge of trying to address the city’s infrastructure needs with a limited funding stream.

Until a new revenue source is identified, tough choices will need to be made on which projects won’t be advanced for 2019-2023.

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In the past the City has invested in computerized maintenance management systems (CMMS) software to assist us in planning for future infrastructure

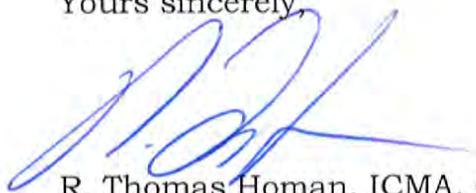
maintenance demands and to coordinate maintenance efforts. We are currently exploring options to better integrate our infrastructure data with long-term financial planning strategies to help insure financial sustainability and to improve our financial resiliency.

While it won't result in a new revenue stream, the city is exploring the use of capital reserve analysis as a tool for future capital improvement planning. Known commonly as a "replacement reserve study," this budget planning tool has been used by the community association industry for 20-plus years. The study prescribes a long-term 10- to 40-year forecast of capital needs that would be modified on an ongoing basis as demands and opportunities change. While incorporated into our current planning process as an element of capital reserve planning, we lack a systematic and sustainable approach to this type of forecasting.

Over the course of the next several weeks, staff and I look forward to reviewing this plan with City Council; and providing council with additional information it may need before a vote to adopt the plan is taken October 9.

I want to thank my staff for their hard work in putting this document together, in particular, Finance Director Dean Stelzer and Executive Assistant Kim Gepper.

Yours sincerely,



R. Thomas Homan, ICMA, CM  
City Manager

## MEMORANDUM

TO: R. Thomas Homan, City Manager  
Delaware City Council

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

DATE: August 10, 2017

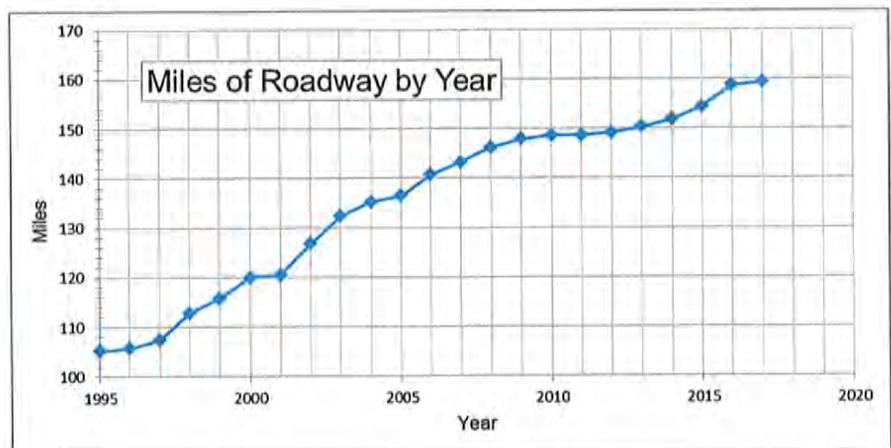
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RE: 2017 Roadway Resurfacing and Maintenance Programs Update

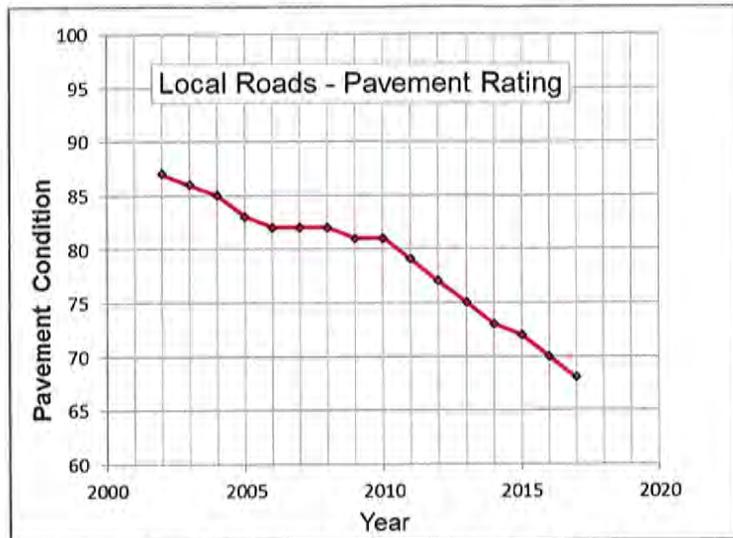
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The recent release of the ASCE National Infrastructure Report Card indicates that the condition of roads across the country remain in very poor condition earning only a 'D' Grade. The report further cites that 32% of urban roads are in poor condition and that construction costs continue to rise faster than infrastructure funding. In fact, the primary source of federal funding for transportation infrastructure improvements is tied to the 1993 federal gas tax of 18.4 cents per gallon, an amount that has not increased in twenty-four years, and to which inflation has reduced the purchasing power by 40%. Recommendations to address the critical need for highway funding stress the need for all levels of government to ensure their funding mechanisms are sufficient to establish roadway maintenance as a top priority, and to maximize pavement lifespan by keeping roads in good repair. In Delaware, an additional \$2.0 million annual investment is required to improve pavement and infrastructure maintenance to sustainable levels.

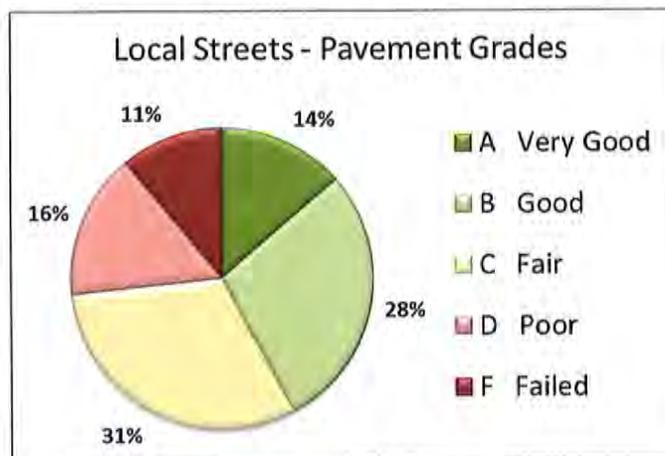
The City of Delaware continues to experience substantial growth, with the latest projections indicating the population of the city will reach 40,000 by 2020. The steady growth of the City over the past two decades has yielded a 50% increase in the amount of roadway and related transportation infrastructure to be maintained including pavement, traffic signals, lighting, signage, guardrail, and pavement markings. The city has added over 55 miles of new roadway in this time



frame, 20 additional signalized intersections and nearly 1,500 street lights, among significant increases is signage, pavement markings, guardrail, bikeways etc. It is estimated that the annual maintenance cost alone associated with each new mile of roadway requires an additional \$15,000 per year. Collectively, the expansion of the city's highway infrastructure in combination with significant increases in the cost of construction materials has placed a tremendous strain on the city's ability to adequately sustain our roadway network and related infrastructure. As a result, both staffing levels and operations budgets for street and traffic maintenance and improvements have remained flat during this period of rapid expansion. The ability to maintain roadway and traffic infrastructure throughout the city has not been sustainable for some time.



In 1999 an Infrastructure Task Force was formed to evaluate the condition of roadway infrastructure within the City and to establish a set of recommendations regarding acceptable maintenance condition and expenditure. One of the recommendations was to implement a rating system to evaluate and track the condition of roadway pavement throughout the community. Acceptable pavement condition ratings were established for all roads. Arterial and collector streets are to be maintained above a Grade 'C' or "Good Condition", while local roads as a group, were not to drop below a 'C' average or "Fair condition." However, nearly 46% of arterials streets and 55% of collector streets are at a condition below the established acceptable grades, while 58% of local streets are at a "Fair, Poor or Failed" condition.



**Roadway Resurfacing Funding:** The roadway resurfacing program addresses the paving of all public streets including arterial and collector roadways, local residential streets, and cul-de-sacs. A sustainable transportation program must include a more comprehensive annual resurfacing effort that addresses the deteriorating condition of the entire local street network,

including alleys. Additional funding is required to slow and reverse the continued downward trend in pavement condition for Delaware’s residential street network. The longer pavements are allowed to deteriorate, the higher restoration costs become. The majority of available funding continues to be allocated toward maintaining the arterial and collector streets, as they generally carry the majority of daily vehicle travel miles. Though 55% of all network streets in Delaware are local roads, only 30% of the resurfacing effort over nearly two decades has gone toward residential streets. A sustainable program would resurface an estimated 4 to 5 miles of local streets annually, in addition to collector and arterial roadway paving. In the past twenty years however, the City averages only 1.3 miles of local roadway resurfacing per year, far below the effort required to maintain the local street network in an acceptable condition. The table estimates the required funding levels dedicated toward roadway resurfacing necessary to stabilize the declining condition of the local street pavements. Amounts will have to be adjusted annually to compensate for inflation, and for the anticipated continued expansion of the city’s roadway network.

| <b>Roadway Resurfacing Program Annual Funding</b> |                         |                            |                       |                           |
|---------------------------------------------------|-------------------------|----------------------------|-----------------------|---------------------------|
| <b>Functional Classification</b>                  | <b>Miles of Roadway</b> | <b>Pavement Life Cycle</b> | <b>Target Funding</b> | <b>Historical Funding</b> |
| Expressway (US23)                                 | 8.6                     | 10 years                   | 100% ODOT             | 100% ODOT                 |
| Arterials (State & US)                            | 13.5                    | 10-12 years                | \$100,000             | \$1,100,000               |
| Arterials (City)                                  | 9.7                     | 10-12 years                | \$300,000             |                           |
| Collector Streets                                 | 40.2                    | 15 years                   | \$900,000             |                           |
| Local Streets                                     | 87.2                    | 20 years                   | \$1,350,000           | \$150,000                 |
| Total Miles                                       | 159.2                   |                            | \$2,650,000           | \$1,250,000               |
| <b>Proposed Annual Funding Increase</b>           |                         |                            | <b>\$1,400,000</b>    |                           |

**Roadway Maintenance Programs Funding Needs:** Maintenance programs address the repair or replacement of highway systems i.e. bridges, traffic signals, street lighting, crash barrier, signage, pavement markings, pothole, patching, base and berm repairs, crack sealing, sidewalks, bikeways, public parking lot repairs, pedestrian paths, and winter snow and ice management. Maintenance activities are performed by in-house staff of the Streets and Traffic Divisions, and through contract services. Budget limitations have not allowed for the necessary staffing and program increases to adequately address ongoing roadway maintenance. In fact while the city roadway network has increased by over 50% in the past twenty years, the Street Division crew has experienced a reduction in size from ten to eight members, making it more difficult to address daily maintenance responsibilities. Adding to the strain on crew capacity is the combined 2000 hours a year dedicated to addressing the needs of 35 special events, and daily infrastructure/utility location requests. An increase in both staffing levels and funding is necessary to sustain maintenance operations and services as the community continues to grow.

| Annual Infrastructure Maintenance Program Funding |                 |                  |
|---------------------------------------------------|-----------------|------------------|
| Program                                           | Current Funding | Target Funding   |
| • Traffic Signals                                 | \$60,000        | \$120,000        |
| • Street Lights                                   | \$25,000        | \$30,000         |
| • Crash Barrier                                   | \$45,000        | \$75,000         |
| • Highway Signage                                 | \$20,000        | \$45,000         |
| • Pavement Markings                               | \$75,000        | \$105,000        |
| • Crack Sealing                                   | \$20,000        | \$100,000        |
| • Pavement Repair & Patching                      | \$185,000       | \$200,000        |
| • Sidewalks & Bikeways Improvements               | \$25,000        | \$85,000         |
| • Public Parking Lots                             | \$25,000        | \$25,000         |
| • Bridge Maintenance                              | \$50,000        | \$100,000        |
| • Snow & Ice Management                           | \$150,000       | \$200,000        |
|                                                   |                 |                  |
| • Additional (2) Street Crew Members              | -               | \$140,000        |
| Sub-Total Expenditure                             | \$680,000       | \$1,225,000      |
| <b>Proposed Annual Funding Increase</b>           |                 | <b>\$545,000</b> |

**Network Improvement & Expansion Initiatives:** There are currently 65 identified improvement and expansion projects included in the city’s transportation plan that collectively would improve the overall efficiency of our transportation network in Delaware. Projects are designed to reduce congestion and delay by expanding network connectivity and addressing specific road and intersection restrictions and limitations. The cost of these separate project initiatives can range from a few hundred thousand dollars to several million or more. All exceed available local funding and would require outside sources to advance. Possible funding sources include State and Federal Grant programs such as the OPWC, MORPC STP and CMAQ programs, State safety funds, and local development contributions. Many State and Federal funding sources require local matching contributions which compete directly with the limited funding currently available for local pavement and roadway infrastructure maintenance. Roadway expansion projects should be prioritized to identify those initiatives that address the most critical capacity and safety needs, and that have the clear and full support of the community. The costs associated with the network improvement projects are separate from the priority resurfacing and infrastructure maintenance needs, and as such, not included in this update.

# **CITY MANAGER'S PROPOSAL 2018-2022 CAPITAL IMPROVEMENT PLAN**



**PROPOSED PEDESTRIAN BRIDGE OVER  
E. WILLIAM ST. AT LAKE ST.**

**City of Delaware  
Capital Improvement Plan  
2018 – 2022**

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| Water Capacity Fee Fund          | 31-33         |
| Water Maintenance Fund           | 34-35         |
| Sewer Capacity Fee Fund          | 36-37         |
| Sewer Maintenance Fund           | 38-39         |
| Storm Sewer Maintenance Fund     | 40-41         |
| Water Equipment Replacement Fund | 42            |
| Refuse Fund                      | 43-44         |

**CITY OF DELAWARE  
CAPITAL IMPROVEMENT PLAN  
GENERAL FUND SUMMARY  
2018 - 2022**

|                                                             | 2018             | 2019             | 2020             | 2021             | 2022             |
|-------------------------------------------------------------|------------------|------------------|------------------|------------------|------------------|
| <b>BALANCE FORWARD</b>                                      | 765,097          | 617,262          | (395,769)        | (716,086)        | (700,189)        |
| <b>REVENUES:</b>                                            |                  |                  |                  |                  |                  |
| INCOME TAX                                                  | 1,837,500        | 1,929,375        | 2,025,844        | 2,127,136        | 2,233,493        |
| <b>BALANCE PLUS REVENUE</b>                                 | <b>2,602,597</b> | <b>2,546,637</b> | <b>1,630,075</b> | <b>1,411,050</b> | <b>1,533,303</b> |
| <b>EXPENDITURES:</b>                                        |                  |                  |                  |                  |                  |
| <b>DEBT SERVICE</b>                                         |                  |                  |                  |                  |                  |
| 2012 Streetscape (\$2,542,516 through 2022)                 | 284,058          | 282,635          | 269,904          | 261,067          | 263,538          |
| <b>TOTAL DEBT SERVICE</b>                                   | <b>284,058</b>   | <b>282,635</b>   | <b>269,904</b>   | <b>261,067</b>   | <b>263,538</b>   |
| <b>AMOUNT AVAILABLE FOR CAPITAL IMPROVEMENTS AFTER DEBT</b> | <b>2,318,539</b> | <b>2,264,002</b> | <b>1,360,171</b> | <b>1,149,983</b> | <b>1,269,765</b> |
| <b>OTHER EXPENDITURES</b>                                   |                  |                  |                  |                  |                  |
| AIRPORT IMPROVEMENTS (pg. 4)                                | 0                | 32,500           | 17,000           | 35,250           | 0                |
| STREET IMPROVEMENTS (pg. 8)                                 | 811,527          | 940,643          | 805,828          | 526,440          | 616,310          |
| PARK IMPROVEMENTS (pg. 15)                                  | 67,500           | 240,000          | 47,000           | 40,000           | 0                |
| EQUIPMENT REPLACEMENT (pg. 18)                              | 300,000          | 670,000          | 650,000          | 700,000          | 715,000          |
| TECHNOLOGY IMPROVEMENTS (pg. 22)                            | 360,100          | 351,600          | 331,600          | 341,600          | 318,600          |
| BUILDING MAINTENANCE (pg. 26)                               | 37,150           | 300,028          | 99,829           | 81,882           | 355,900          |
| SIDEWALK MAINTENANCE (pg. 28)                               | 125,000          | 125,000          | 125,000          | 125,000          | 125,000          |
| <b>TOTAL OTHER EXPENDITURES</b>                             | <b>1,701,277</b> | <b>2,659,771</b> | <b>2,076,257</b> | <b>1,850,172</b> | <b>2,130,810</b> |
| <b>ENDING BALANCE</b>                                       | <b>617,262</b>   | <b>(395,769)</b> | <b>(716,086)</b> | <b>(700,189)</b> | <b>(861,045)</b> |

## **AIRPORT IMPROVEMENT FUND**

### Description

The Delaware Municipal Airport (DLZ) is located in the heart of the Delaware Business Center at 1075 Pittsburgh Drive in Delaware, Ohio. The 315 acre facility is surrounded by the city's vital industrial district and is just three miles southwest of the historic center of Downtown Delaware. The City of Delaware owns, operates, maintains, and manages the airport and its facilities, including the administration building, two maintenance hangars, six multi-unit T-hangers and a newly extended 5800 LF Runway 28. The Delaware Municipal Airport serves as a general aviation reliever for OSU's Don Scott Field. Today, the Delaware Municipal Airport has nearly 100 based aircraft including single-engine, multi-engine, helicopter and business jet aircraft, and sees an estimated 40,000 operations per year. The primary users of the airport and its facilities include recreational pilots from Delaware and the surrounding counties. The airport is home to several area businesses, including Jeg's High Performance Auto, Shamrock Aviation Maintenance, COAR Aerial Survey, Spencer Flight School, and McMichael's Avionics. The airport additionally serves transient users flying in to purchase jet and general aviation fuel.

In 2016 the new 800 LF Runway 28 extension project was completed, allowing for jet aircraft to carry greater fuel loads at takeoff, expanding their national service area. In 2017 the west end of taxiway 'A' was resurfaced, completing the final phase of a major pavement expansion and rehabilitation effort.

Future construction activities include expansion of the Apron 'A' (corporate ramp) to the east, and paving of the taxi-aisles between the T-hanger units, all of which are dependent on securing additional state and federal funding.

Since the major reconstruction of the airport runway 15 years ago, the city, in combination with private development interests, has invested over \$11 million in airport improvements. In 2017 the city commenced the process of developing an airport strategic business plan. It provides guidance in identifying facilities and services that could be offered at the airport to better service existing tenants and to expand operations by attracting additional commercial and corporate opportunities.



### Primary Strategic Plan Theme/Goals:

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

### Master Planning Efforts:

2017 - Complete Taxiway 'A' Resurfacing

2017 - RFQ/RFP for DLZ Strategic Business Plan

**CAPITAL IMPROVEMENT PLAN  
AIRPORT IMPROVEMENT FUND  
2018 - 2022**

|                                                     | 2018           | 2019           | 2020           | 2021           | 2022           |
|-----------------------------------------------------|----------------|----------------|----------------|----------------|----------------|
| <b>BALANCE FORWARD</b>                              | 0              | 0              | 0              | 0              | 0              |
| <b>REVENUES:</b>                                    |                |                |                |                |                |
| FAA Entitlement                                     | 150,000        | 150,000        | 150,000        | 150,000        | 150,000        |
| FAA Entitlement - Carryover amount (needs verified) |                | 150,000        |                | 150,000        |                |
| FAA Apportionment                                   |                |                |                | 334,500        |                |
| ODOT - Apron A Expansion                            |                |                |                | 35,250         |                |
| ODOT - Apron B Expansion                            |                |                | 323,000        |                |                |
| ODOT - Hangar A,B,C                                 |                | 17,500         |                |                |                |
| TIF Revenue                                         |                |                |                |                | 115,836        |
| <i>CIP Allocation (pg. 1)</i>                       | 0              | 32,500         | 17,000         | 35,250         | 0              |
| <b>TOTAL REVENUES</b>                               | <b>150,000</b> | <b>350,000</b> | <b>490,000</b> | <b>705,000</b> | <b>265,836</b> |
| <b>EXPENDITURES:</b>                                |                |                |                |                |                |
| <i>City Non-Grant</i>                               |                |                |                |                |                |
| Main Parking Area & N. Access Driveway              |                |                |                |                | 115,836        |
| <i>Grant Improvements</i>                           |                |                |                |                |                |
| T/H Pavement Areas A & B Resurfacing                |                | 350,000        |                |                |                |
| Apron A Expansion                                   |                |                |                | 705,000        |                |
| Apron B Rehabilitation                              |                |                | 340,000        |                |                |
| <b>TOTAL EXPENDITURES</b>                           | <b>0</b>       | <b>350,000</b> | <b>340,000</b> | <b>705,000</b> | <b>115,836</b> |
| <b>AIRPORT IMPR. FUND BALANCE</b>                   | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>0</b>       |

|                            |         |         |         |         |         |
|----------------------------|---------|---------|---------|---------|---------|
| <b>Entitlement Balance</b> | 150,000 | -       | 150,000 | -       | 150,000 |
| <b>TIF Balance</b>         | 107,417 | 133,162 | 158,907 | 184,652 | 94,561  |

## **STREET IMPROVEMENTS**

### Description

Pavement maintenance remains the largest component of highway maintenance operations with the greatest need for additional funding to adequately sustain existing infrastructure. Programs include annual pavement maintenance, crash barrier repair, street lighting, traffic signals, crack sealing, signage, striping, bridge repairs, and winter snow and ice management.

This CIP allocates all Ohio Public Works Commission (OPWC) and Community Development Block Grant (CDBG) funds available to the resurfacing program. The Delaware County Engineer historically supports the City's OPWC applications with \$50,000 in matching funding. The OPWC funds are awarded through a competitive application process and generally limited to amounts under \$500,000. State Urban Resurfacing Program funds are available for state route paving operations, which will include US 42 north of William Street in 2018. The Urban Resurfacing Program requires a 20% local matching contribution. CDGB funds are limited to maintenance in LMI areas.

The 2018-2022 Five-year Resurfacing Program includes an average annual expenditure of approximately \$1,000,000 for roadway paving. Of this amount, 60% comes from grants and 40% from local revenues. Nearly 90% of the funds are directed toward the arterial and collector roads while only 10% is available for local streets, even though the local street network makes up 52% of the total roadway miles within the city. This approach is necessary in order to maintain the most travelled and essential streets. Analysis continues to show, however, that without a significant increase in funding, the steady rate of pavement deterioration will continue, dropping the overall condition of both local and arterial streets below acceptable levels.

Bridge improvements continue to be an area where funding limitations also inhibit the timely maintenance of certain non-critical items on several structures. The City is required to inspect all structures annually and submit results to the state. Reports continue to identify items that need to be addressed before more serious and costly deterioration occurs. Additional funding is also required to properly maintain the 20 local bridges identified as city responsibility.

### Primary Strategic Plan Theme/Goals:

Great Community/Healthy Economy

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

HE1 - Build and Maintain a Healthy Economy

### Master Planning Efforts:

2016 - Update to the Transportation & Thoroughfare Plan

2016 - Implementation of In-house Pavement Evaluation

**CAPITAL IMPROVEMENT PLAN  
STREET IMPROVEMENTS  
2018 - 2022**

|                                              | 2018             | 2019             | 2020             | 2021             | 2022             |
|----------------------------------------------|------------------|------------------|------------------|------------------|------------------|
| <b>REVENUES:</b>                             |                  |                  |                  |                  |                  |
| PERMISSIVE TAX (License Fee Fund)            | 412,120          | 416,242          | 420,404          | 424,608          | 428,854          |
| STATE LICENSE FEES                           | 18,031           | 18,211           | 18,393           | 18,577           | 18,763           |
| STATE GASOLINE TAXES                         | 84,500           | 85,000           | 85,000           | 85,000           | 85,000           |
| <i>CIP Allocation (pg. 1)</i>                | <b>811,527</b>   | <b>940,643</b>   | <b>805,828</b>   | <b>526,440</b>   | <b>616,310</b>   |
| <b>TOTAL REVENUE</b>                         | <b>1,326,178</b> | <b>1,460,095</b> | <b>1,329,625</b> | <b>1,054,625</b> | <b>1,148,927</b> |
| <b>EXPENDITURES:</b>                         |                  |                  |                  |                  |                  |
| <b>DEBT SERVICE</b>                          |                  |                  |                  |                  |                  |
| Bonds - S. Houk Road (through 2022)          | 31,178           | 31,023           | 29,625           | 29,625           | 28,927           |
| <b>TOTAL DEBT SERVICE</b>                    | <b>31,178</b>    | <b>31,023</b>    | <b>29,625</b>    | <b>29,625</b>    | <b>28,927</b>    |
| <b>STREET RESURFACING</b>                    |                  |                  |                  |                  |                  |
| City Grant Match Street Resurfacing          | 450,000          | 405,000          | 500,000          | 325,000          | 350,000          |
| ODOT URP Street Resurfacing City Match       |                  |                  | 100,000          |                  | 120,000          |
| City Street Resurfacing -                    |                  |                  |                  |                  |                  |
| Local Streets                                | 150,000          | 150,000          | 150,000          | 150,000          | 150,000          |
| Administrative/Inspection                    | 50,000           | 50,000           | 50,000           | 50,000           | 50,000           |
| <b>TOTAL STREET RESURFACING</b>              | <b>650,000</b>   | <b>605,000</b>   | <b>800,000</b>   | <b>525,000</b>   | <b>670,000</b>   |
| <b>TRANSPORTATION IMPROVEMENTS</b>           |                  |                  |                  |                  |                  |
| City Grant Match Transportation Improvements | 125,000          | 374,072          | 50,000           | 50,000           |                  |
| Point Project City Funds                     | 350,000          | 350,000          | 350,000          | 350,000          | 350,000          |
| US 23 Bin Wall Improvement                   | 50,000           |                  |                  |                  |                  |
| CSX Improvements (Curtis Street)             | 20,000           |                  |                  |                  |                  |
| Bridge Improvements                          | 50,000           | 50,000           | 50,000           | 50,000           | 50,000           |
| Signal Improvements (APS/Safety/RRFB)        | 25,000           | 25,000           | 25,000           | 25,000           | 25,000           |
| Sidewalk Improvements (Complete Streets)     | 25,000           | 25,000           | 25,000           | 25,000           | 25,000           |
| <b>TOTAL TRANSPORTATION IMPROVEMENTS</b>     | <b>645,000</b>   | <b>824,072</b>   | <b>500,000</b>   | <b>500,000</b>   | <b>450,000</b>   |
| <b>TOTAL EXPENDITURES</b>                    | <b>1,326,178</b> | <b>1,460,095</b> | <b>1,329,625</b> | <b>1,054,625</b> | <b>1,148,927</b> |

## GRANT PROJECTS

### Description

Large priority transportation initiatives included in the capital improvement plan are only possible through access to significant funding opportunities, including the Surface Transportation Program (STP), State Highway Safety Program, and federal earmark funding. Federal funding generally requires a minimum local 20% matching contribution; however, careful planning and successful lobbying efforts by city staff have yielded 100% funding for the recent completion of two major transportation projects including the US23/SR315 intersection improvements and the US23/Pennsylvania Avenue interchange. A third project, the E. William Street corridor improvements, is in final design and is anticipated to be finished with right-of-way acquisition in 2018. The project will be bid and constructed in 2019 and is being partially funded through the successful repurposing of the Veteran's Parkway earmark. In addition, the city has a \$625,000 available balance in MORPC attributable funding to be allocated toward this project. Staff is pursuing an additional \$300,000 in State Safety funds to offset a possible local contribution currently estimated at \$674,000.

Recently, the City was successful in securing \$17.8 million in federal and state funding for The Point improvement project. The total funding available to date comes from four sources including TRAC (\$1,500,000); State Safety Program (\$3,000,000); MORPC Federal Attributable STP funds at (\$13,279,467), and (\$1,195,820 of projected JEDD revenues). There remains a \$6.1 million funding gap based on the estimated \$25,100,000 total project cost. Staff will work to close this gap over the next four years, in advance of the projected year of construction. Without additional funds, the city remains obligated to cover the gap in funding which could result in a significant reduction in the availability of local funds for other initiatives, including the annual resurfacing program. Construction is anticipated in 2022.

The city also submitted a successful federal funding application in 2016 through MORPC for signal system upgrades to address aging equipment and out-of-date programming. The \$2,500,000 grant will be utilized to address ongoing congestion and delay through revised signal timing and system coordination. Updated equipment and signal phasing will allow for a coordinated system to operate in a more responsive manner to changing traffic pattern and volume variations throughout the day. Construction of improvements is anticipated in 2019. Though there is no required match to the grant funding awarded, an estimated \$300,000 in local funding is necessary for design costs unless additional state funding is obtained.

The city is contemplating submitting an application to MORPC in 2018 for attributable funding for improvements to E. Central Avenue. Though there are many associated transportation improvements that could be implemented on the east side of the City, the pavement condition of E. Central Avenue should be the top priority above other potential projects. The continual exposure to heavy truck traffic leads to rapid pavement deterioration, and attempts to stabilize the roadway have only minimal longevity. Complete roadway reconstruction, including base, curbing and drainage systems is necessary.

Ongoing analysis will aid in identifying several alternative approaches to making improvements to Central Avenue to address both pavement condition and traffic volumes.

Another effort funded through TIF revenues, is the extension of Glenn Parkway from Sycamore Drive to Berlin Station Road. This project involves complexities in identifying the best approach to crossing the existing Norfolk Southern Rail line. Though the initial construction phase will end south of the rail line at Berlin Station Road, the design must account for the eventual roadway alignment, pavement elevations and drainage crossing necessary to cross the railway. The project is anticipated to be ready for construction in 2019.

Many significant transportation initiatives are routinely discussed among staff, council, and the public, including the Valleyside Drive and Merrick Blvd. extensions, Cheshire Road realignment, Cottswold Drive extension, and future phases of Glenn Parkway. In total, the updated Transportation Thoroughfare and Network Plan identifies (65) significant improvement projects. There is insufficient funding to address many of the identified transportation needs in the city. Funding for these projects is in direct competition with the funding needed to sustain ongoing resurfacing and maintenance programs. Once a dedicated revenue source to support resurfacing and maintenance efforts can be established, other local dollars may be available for large network improvements.

Primary Strategic Plan Theme/Goals:

Great Community/Healthy Economy

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

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

HE1 - Build and Maintain a Healthy Economy

Master Planning Efforts:

2014 - The Point Intersection Alternatives Analysis & Review

2015 - Transportation Model & Plan Update

2016 - East Corridor Traffic Analysis and Recommendations

2016 - The Point Funding Applications

2016 - 0.15% Income Tax Levy

**CAPITAL IMPROVEMENT PLAN  
GRANT PROJECTS  
2018 - 2022**

|                                                     | 2018             | 2019             | 2020             | 2021             | 2022           |
|-----------------------------------------------------|------------------|------------------|------------------|------------------|----------------|
| <b>REVENUES:</b>                                    |                  |                  |                  |                  |                |
| <b>Grant Funds:</b>                                 |                  |                  |                  |                  |                |
| ODOT Earmark E. William St.                         |                  | 2,950,000        |                  |                  |                |
| ODOT Safety Funds                                   |                  | 300,000          |                  |                  |                |
| MORPC - STP Funds -US36/E. William                  |                  | 625,928          |                  |                  |                |
| MORPC - Signal Improvements                         |                  |                  |                  | 2,500,000        |                |
| OPWC - Street Rehabilitation                        | 450,000          | 450,000          | 450,000          | 450,000          | 450,000        |
| County OPWC Project                                 | 50,000           | 50,000           | 50,000           | 50,000           | 50,000         |
| RLF Fund                                            |                  | 30,000           |                  | 30,000           |                |
| CDBG Rehabilitation                                 |                  | 120,000          |                  | 120,000          |                |
| <b>Note Proceeds</b>                                |                  | 2,500,000        | 2,500,000        |                  |                |
| <b>City Match Transportation Improvements Total</b> | <b>125,000</b>   | <b>374,072</b>   | <b>50,000</b>    | <b>50,000</b>    |                |
| <b>City Match Street Resurfacing</b>                | <b>450,000</b>   | <b>405,000</b>   | <b>500,000</b>   | <b>325,000</b>   | <b>350,000</b> |
| <b>TOTAL REVENUE</b>                                | <b>1,075,000</b> | <b>7,805,000</b> | <b>3,550,000</b> | <b>3,525,000</b> | <b>850,000</b> |
| <b>EXPENDITURES:</b>                                |                  |                  |                  |                  |                |
| <b>Debt Service</b>                                 |                  |                  |                  |                  |                |
| Note Interest and Principal (Signal Impr Phase I)   |                  |                  | 2,550,000        | 2,550,000        |                |
| <b>Transportation Improvements</b>                  |                  |                  |                  |                  |                |
| US 36/E. William St. Improvements (Design)          | 50,000           | 4,250,000        |                  |                  |                |
| Signal Improvement Phase I                          | 75,000           | 2,500,000        |                  |                  |                |
| <b>Street Resurfacing</b>                           |                  |                  |                  |                  |                |
| OPWC Projects                                       |                  |                  |                  |                  |                |
| - Heffner St.; Winter Street .                      | 950,000          |                  |                  |                  |                |
| - Pittsburgh Drive, Union St.                       |                  | 900,000          |                  |                  |                |
| - Belle Ave, Houk                                   |                  |                  | 1,000,000        |                  |                |
| - Hawthorn & Pennsylvania                           |                  |                  |                  | 800,000          |                |
| - Liberty Road                                      |                  |                  |                  |                  | 850,000        |
| CDBG Grant                                          |                  |                  |                  |                  |                |
| - Birch, Wade, English & Pumphrey Terrace           |                  | 155,000          |                  |                  |                |
| - Flax and Rheem Streets                            |                  |                  |                  | 175,000          |                |
| <b>TOTAL EXPENDITURES</b>                           | <b>1,075,000</b> | <b>7,805,000</b> | <b>3,550,000</b> | <b>3,525,000</b> | <b>850,000</b> |

**CAPITAL IMPROVEMENT PLAN  
POINT RAILROAD BRIDGE REPLACEMENT  
2018 - 2026**

|                                    | 2018             | 2019           | 2020             | 2021              | 2022              | 2023              | 2024              | 2025           | 2026           |
|------------------------------------|------------------|----------------|------------------|-------------------|-------------------|-------------------|-------------------|----------------|----------------|
| <b>BALANCE FORWARD</b>             | 72,775           | 177,775        | 605,775          | 552,775           | 956,125           | 250,845           | 223,445           | 139,946        | 161,952        |
| <b>REVENUES:</b>                   |                  |                |                  |                   |                   |                   |                   |                |                |
| Safety Grant (90/10)               | 3,000,000        |                |                  |                   |                   |                   |                   |                |                |
| TRAC Grant (75/25)                 |                  |                | 1,500,000        |                   |                   |                   |                   |                |                |
| MORPC Grant (80/20)                |                  |                |                  | 1,680,000         |                   | 3,866,489         | 7,792,978         |                |                |
| Berkshire JEDD Income Tax Receipts | 80,000           | 85,000         | 90,000           | 91,350            | 92,720            | 94,111            | 95,523            | 96,956         | 98,410         |
| Outlet Center NCA (1.5 mills)      |                  | 18,000         | 32,000           | 32,000            | 32,000            | 32,000            | 32,000            | 32,000         | 32,000         |
| City Funds                         | 350,000          | 350,000        | 350,000          | 350,000           | 350,000           | 350,000           | 350,000           | 350,000        | 350,000        |
| Note Issue Proceeds                |                  |                |                  | 18,000,000        | 17,000,000        | 12,800,000        |                   |                |                |
| Bond Issue Proceeds                |                  |                |                  |                   |                   |                   | 6,250,000         |                |                |
| <b>TOTAL REVENUES</b>              | <b>3,430,000</b> | <b>453,000</b> | <b>1,972,000</b> | <b>20,153,350</b> | <b>17,474,720</b> | <b>17,142,600</b> | <b>14,460,501</b> | <b>478,956</b> | <b>480,410</b> |
| <b>EXPENDITURES:</b>               |                  |                |                  |                   |                   |                   |                   |                |                |
| <b>DEBT SERVICE</b>                |                  |                |                  |                   |                   |                   |                   |                |                |
| Note Principal & Interest          |                  |                |                  |                   |                   |                   |                   |                |                |
| Bond Principal & Interest          |                  |                |                  |                   | 18,180,000        | 17,170,000        | 14,544,000        | 456,950        | 456,950        |
| <b>IMPROVEMENT COSTS</b>           |                  |                |                  |                   |                   |                   |                   |                |                |
| PE/EE (PE Env)                     | 2,000,000        |                |                  |                   |                   |                   |                   |                |                |
| Final Engineering (PE DD)          | 1,300,000        |                |                  |                   |                   |                   |                   |                |                |
| Railroad Force Account             | 25,000           | 25,000         | 25,000           | 1,500,000         |                   |                   |                   |                |                |
| ROW                                |                  |                | 2,000,000        |                   |                   |                   |                   |                |                |
| Construction                       |                  |                |                  | 17,500,000        |                   |                   |                   |                |                |
| Construction Engineering           |                  |                |                  | 750,000           |                   |                   |                   |                |                |
| <b>TOTAL EXPENDITURES</b>          | <b>3,325,000</b> | <b>25,000</b>  | <b>2,025,000</b> | <b>19,750,000</b> | <b>18,180,000</b> | <b>17,170,000</b> | <b>14,544,000</b> | <b>456,950</b> | <b>456,950</b> |
| <b>ENDING BALANCE</b>              | <b>177,775</b>   | <b>605,775</b> | <b>552,775</b>   | <b>956,125</b>    | <b>250,845</b>    | <b>223,445</b>    | <b>139,946</b>    | <b>161,952</b> | <b>185,411</b> |

## **PARKS IMPROVEMENTS**

### Description

The Parks Improvement Fund emphasizes renovations of existing facilities by replacing playground equipment and shelter improvements. The facilities are experiencing normal upgrades needed to maintain activities. Staff will be working on facility assessments to evaluate current conditions and review life expectancy so that information can be incorporated into capital planning.

The Parks Improvement Fund will continue to update and improve parks, including playground equipment, wayfinding and site furniture. The play structures are typically replaced on a 15-year rotation, depending on how the equipment has aged. Parks and Natural Resource staff will inspect the equipment biannually to determine if the equipment life can be extended.

The City is currently working on a park signage program that will provide updates to park entrance, directional and interpretive signs. This will provide easier access and promote a sign style consistent with the citywide sign standard. The program will be instituted over several years.

The Parks and Natural Resource staff has also began the planning process for adding an additional community park at the southern end of the city. The planning will require several years of fiscal planning and the improvement fund will likely be leveraged with partnerships and grants to fund park land and development.

**CAPITAL IMPROVEMENT PLAN  
PARKS IMPROVEMENT FUND  
2018 - 2022**

|                                 | 2018          | 2019           | 2020          | 2021          | 2022          |
|---------------------------------|---------------|----------------|---------------|---------------|---------------|
| <b>BALANCE FORWARD</b>          | 29,936        | 7,436          | 11,536        | 6,536         | 6,536         |
| <b>REVENUES:</b>                |               |                |               |               |               |
| Neighborhood Park Exaction Fees | 5,000         | 5,000          | 5,000         | 5,000         | 5,000         |
| Park Improvement Grants         |               | 30,000         | 25,000        | 20,000        |               |
| <i>CIP Allocation (pg. 1)</i>   | <b>67,500</b> | <b>240,000</b> | <b>47,000</b> | <b>40,000</b> | <b>0</b>      |
| <b>TOTAL REVENUES</b>           | <b>72,500</b> | <b>275,000</b> | <b>77,000</b> | <b>65,000</b> | <b>5,000</b>  |
| <b>EXPENDITURES:</b>            |               |                |               |               |               |
| COMMUNITY PARKS                 |               |                |               |               |               |
| - Mingo                         | 15,000        | 180,000        | 20,000        |               |               |
| - Smith Park                    |               |                | 15,000        |               |               |
| - Blue Limestone                |               |                | 15,000        |               |               |
| Roof Replacement                | 30,000        | 30,900         | 32,000        | 10,000        |               |
| NEIGHBORHOOD PARK IMPROVEMENTS  |               |                |               |               |               |
| - Carson Farms                  | 10,000        |                |               |               |               |
| - Cheshire                      | 10,000        |                |               | 25,000        |               |
| - Eastside                      |               | 30,000         |               |               |               |
| - Lexington Glen                |               | 10,000         |               |               |               |
| - Nottingham                    |               | 20,000         |               |               |               |
| - Oakhurst                      |               |                |               | 30,000        |               |
| - Stratford Woods               | 30,000        |                |               |               |               |
| <b>TOTAL EXPENDITURES</b>       | <b>95,000</b> | <b>270,900</b> | <b>82,000</b> | <b>65,000</b> | <b>0</b>      |
| <b>ENDING FUND BALANCE</b>      | <b>7,436</b>  | <b>11,536</b>  | <b>6,536</b>  | <b>6,536</b>  | <b>11,536</b> |

## **EQUIPMENT REPLACEMENT**

### Description

The Public Works Fleet Division maintains an estimated 160 primary service vehicles and equipment, and an additional 100 minor support tools and equipment. Major equipment includes all service vehicles and construction equipment, while minor equipment includes lawnmowers, golf carts, and generators. Replacement of equipment is generally a function of age, condition, reliability, safety, engine hours, vehicle miles, cost of repairs, and trade-in values. The Equipment Replacement Fund includes vehicles operated by Public Works, Police, and the Parks and Natural Resources departments. Refuse, fire and utility vehicle purchases appear in the CIP under those respective funds accordingly, though maintenance to those vehicles are performed by fleet maintenance staff.

In 2017, a critical piece of safety equipment was put into operation, and remains available to any department performing maintenance operations in active high-speed traffic zones. Impact from a collision is attenuated through the use of the trailer, minimizing damage to vehicles involved, as well as personal injuries to occupants as was the case earlier this year. The portable attenuator must be replaced following any incident, though insurance can cover the replacement costs.



The Parks and Natural Resources Department follows an equipment replacement schedule that includes all rolling stock and mowing equipment. When replacing mowing equipment, the department continues to trade in mowers after one year of service to maximize trade in values while minimizing equipment service and maintenance cost and downtime.

Historically, police vehicles are decommissioned from police activity after three years of service due to safety and performance concerns. Though the vehicles generally have high mileage when retired from police use, the SUV's are generally in good condition and acceptable for lower impact use by other city departments for several more years.

### Primary Strategic Plan Theme/Goals:

Effective Government/Safe City/Effective Government

### Master Planning Efforts:

2014 – Comprehensive Update of Equipment Inventory

2015 – Evaluation of Equipment Fueling Procedures and Tracking Practices

2016 – Evaluation of Fleet Service and Parts Management Practices

**CAPITAL IMPROVEMENT PLAN  
EQUIPMENT REPLACEMENT FUND  
2018 - 2022**

|                                     | 2018           | 2019           | 2020           | 2021           | 2022           |
|-------------------------------------|----------------|----------------|----------------|----------------|----------------|
| <b>BALANCES FORWARD</b>             | 93,135         | 73,635         | 20,453         | 21,080         | 14,230         |
| <b>REVENUES:</b>                    |                |                |                |                |                |
| <i>CIP Allocation (pg. 1)</i>       | 300,000        | 670,000        | 650,000        | 700,000        | 715,000        |
| <b>TOTAL REVENUE</b>                | 300,000        | 670,000        | 650,000        | 700,000        | 715,000        |
| <b>EXPENDITURES:</b>                |                |                |                |                |                |
| <b>PUBLIC WORKS</b>                 |                |                |                |                |                |
| Pickup Trucks                       |                | 33,800         | 31,000         | 73,000         | 50,000         |
| Bucket Truck                        |                | 130,000        |                |                |                |
| Tandem Axle Dump Truck              |                |                |                | 192,000        |                |
| Single Axle Dump Truck              |                | 159,959        | 164,700        | 170,000        | 175,000        |
| Backhoe                             |                |                | 90,000         |                |                |
| Skid Steer                          |                | 53,100         |                |                |                |
| Asphalt Recycler                    | 90,000         |                |                |                |                |
| Asphalt Hotbox Unit                 |                |                |                |                | 70,000         |
| Asphalt Paver                       |                |                |                |                | 125,000        |
| Utility Van                         |                |                | 24,400         |                |                |
| <b>TOTAL PUBLIC WORKS</b>           | <b>90,000</b>  | <b>376,859</b> | <b>310,100</b> | <b>435,000</b> | <b>420,000</b> |
| <b>PARKS AND RECREATION</b>         |                |                |                |                |                |
| Pickup Trucks                       | 32,000         | 35,668         | 37,451         | 0              | 0              |
| Skid Steer                          |                | 0              |                | 45,373         |                |
| Park Mowers                         | 28,500         | 29,355         | 30,822         | 31,747         | 32,699         |
| Flail/Rotary/Woods Mower            | 0              | 42,000         | 15,000         |                |                |
| Hillside Mower                      |                | 35,000         |                |                |                |
| Bucket Truck                        |                |                | 80,000         |                |                |
| Chipper/Stump Grinder               |                |                |                |                | 65,330         |
| <b>TOTAL PARKS AND RECREATION</b>   | <b>60,500</b>  | <b>142,023</b> | <b>163,273</b> | <b>77,120</b>  | <b>98,029</b>  |
| <b>AIRPORT</b>                      |                |                |                |                |                |
| Mower                               |                | 16,000         |                |                | 18,000         |
| GPU                                 | 28,000         |                |                |                |                |
| <b>TOTAL AIRPORT</b>                | <b>28,000</b>  | <b>16,000</b>  | <b>0</b>       | <b>0</b>       | <b>18,000</b>  |
| <b>POLICE DEPARTMENT</b>            |                |                |                |                |                |
| Police Cruiser Replacements (3/yr.) | 141,000        | 143,000        | 145,000        | 147,000        | 149,000        |
| Detective/Administration Vehicle    |                | 31,000         | 31,000         | 32,000         | 32,000         |
| <b>TOTAL POLICE</b>                 | <b>141,000</b> | <b>174,000</b> | <b>176,000</b> | <b>179,000</b> | <b>181,000</b> |
| <b>CEMETERY</b>                     |                |                |                |                |                |
| Mower Replacement                   |                | 14,300         |                | 15,730         |                |
| <b>TOTAL CEMETERY</b>               | <b>0</b>       | <b>14,300</b>  | <b>0</b>       | <b>15,730</b>  | <b>0</b>       |
| <b>TOTAL EXPENDITURES</b>           | <b>319,500</b> | <b>723,182</b> | <b>649,373</b> | <b>706,850</b> | <b>717,029</b> |
| <b>CARRY OVER BALANCE</b>           | <b>73,635</b>  | <b>20,453</b>  | <b>21,080</b>  | <b>14,230</b>  | <b>12,201</b>  |

## **TECHNOLOGY IMPROVEMENTS**

### Description

The Information Technology Department exists to enable the various City departments to efficiently and effectively achieve their goals by delivering the high-quality services and technologies staff needs, while maintaining the fiscal responsibility our citizens expect. These services are increasingly “field forward,” with staff mobility being of primary concern. The overall philosophy is to enable our workforce to safely and securely access their needed tools at their worksite, wherever and whenever that might be.

The technology-related capital planning for the city can be classified into four major areas:

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

### **Application Software Systems Support**

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

- Azteca Cityworks (city-wide computerized maintenance management system, & planning, permitting, and licensing)
- ESRI ArcGIS (city-wide geographic information system)
- Civica CMI (city-wide financial and revenue collection software “suite” with specific modules for payroll, utility billing, income tax collection, and financial and budgetary accounting)
- SunGard ONESolution (police record management system/Computer aided dispatch)
- ZOLL FireRMS, ePCR, etc. (fire and EMS integrated software)
- Microsoft Exchange (city-wide email, calendaring, and messaging software)

The current five-year capital plan includes resources to replace/upgrade several existing software systems including the police system in 2018 and several finance applications in 2018, 2019, and beyond.

### **Police Records Management System**

The Delaware Police Department currently utilizes a record management system/computer-aided dispatch software suite that utilizes “green screen” technology dating from the late 1990s, and has existed in its current form since at least 2007.

The current software and support agreements do not include upgrades, and the most recent budgetary quote to move to a 21<sup>st</sup> century RMS came in at over \$300,000. Beginning in 2016 and continuing in 2017, the DPD has integrated certain systems (jail booking and control, video surveillance, and predictive policing,) with county systems.

Accordingly, the planned RMS/CAD upgrade will have to strongly consider what direction the county is taking, but as of this writing, implementation of an integrated system is still planned to begin in 2018.

### **Microsoft Exchange**

Beginning in 2018, it is anticipated that pricing on Microsoft's Office 365 products will drop to the point that end-user email and software licensing will be better served as an operational "software-as-a-service" cost, and not a capital cost.

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

Due to the increased capacities from networking hardware purchased in 2016 and 2017, the City will only need to replace a few inexpensive edge switches for the next three to four years until the "core" switch replacement cycle repeats.

### **Hybrid "Cloud Computing"**

As discussed above, the IT Department will be closely following the trend toward the remote hosting of computing assets and infrastructure, and by the next major hardware refresh cycle in 2019, if not before, it is entirely possible that a majority of the City's server and storage assets will be remotely distributed, either in dedicated hosting facilities, or configured as pay-as-you-go "cloud compute" resources.

### **Virtual Host Replacement**

The server replacement projected from 2014 should occur in 2018, and the IT Department will use the end of 2017 to determine the mix of physical hardware acquisitions versus cloud compute resources.

### **External Network Infrastructure**

#### **Fiber Optic Networks**

The City has 10 miles of fiber optic cable, both under and above ground, connecting most of the City's assets. In the past, the City has attempted to collaborate with external entities to further extend our fiber system capabilities. Moving forward we would like to take a more proactive role in identifying fiber needs and opportunities. We hope to prepare a basic strategic plan with some outside contractual assistance in 2018 to identify strategic improvements that benefit not only internal city technology communication needs, but also foster economic development opportunities citywide. Potential projects include leveraging the FS304 build to add connectivity to the SE Highlands water tank and create a highly available fixed-wireless "ring" around the City.

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

#### **PC Replacements**

This project has historically attempted to replace as many older and failing computers as possible.

The City has increased the life expectancy of deployed machines from 3 to 5 years and, as expected, the trend of moving away from traditional desktops to tablets and mobile technologies began in 2016 with the release of Windows 10. Further trends will see hardware replacement move into a “subscription” model, much like software replacement has done.

In keeping with the IT Department’s recent achievements in the “field forward” strategy, the planned large purchase of mobile devices scheduled in the 2019 CIP is proposed to be pushed forward into 2018. This would involve acquiring mobile tablets for 5 crews in Public Works, 5 crews in Public Utilities, and also upgrading the technology in the police and fire vehicles.

### **Copier/Scanner Replacement**

In 2016, the City started a project of replacing the worst of its 29 network-attached, multi-function copiers. This project will continue through 2019, replacing printers based on usage and service call analysis. After that time, it is anticipated that hardware capabilities and costs will have reached a point where this project can run every other year.

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

Effective Government

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

Master Planning Efforts

2018—Application Software Systems Support improvements with integrated Budgetary Forecasting and Planning software system. Transition to SaaS model for email and “Office” desktop applications. Possible acquisition of Parks & Rec scheduling and payment software (pending YMCA project).

2018— Internal Infrastructure and Network Services virtual server acquisitions.

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

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

2018-2022—Equipment Acquisitions for yearly PC Desktop, Laptop, Tablet hardware replacements and Copier / Scanner replacements.

2018-2022—External Network Infrastructure yearly fiber optic network expansion and maintenance.

**CAPITAL IMPROVEMENT PLAN  
TECHNOLOGY IMPROVEMENTS  
2018 - 2022**

|                                                   | 2018    | 2019    | 2020    | 2021    | 2022    |
|---------------------------------------------------|---------|---------|---------|---------|---------|
| <b>REVENUES:</b>                                  |         |         |         |         |         |
| <i>CIP Allocation (pg. 1)</i>                     | 360,100 | 351,600 | 331,600 | 341,600 | 318,600 |
| <b>TOTAL REVENUE</b>                              | 360,100 | 351,600 | 331,600 | 341,600 | 318,600 |
| <b>EXPENDITURES:</b>                              |         |         |         |         |         |
| <b>Equipment Acquisition</b>                      |         |         |         |         |         |
| PC Replacement                                    | 30,000  | 30,000  | 30,000  | 30,000  | 30,000  |
| Copier Replacement                                | 20,000  | 20,000  | 20,000  | 20,000  | 20,000  |
| <b>Internal Network Acquisition</b>               |         |         |         |         |         |
| Network Switch and Firewall Replacements          | 10,800  | 10,800  | 10,800  | 10,800  | 10,800  |
| Virtual Server Acquisition                        | 40,000  |         |         |         |         |
| SSD Array Replacement                             |         | 50,000  |         |         |         |
| EMC Drive Array Replacement                       |         |         | 40,000  |         |         |
| Network Infrastructure                            | 50,800  | 60,800  | 50,800  | 10,800  | 64,800  |
| <b>External Network Infrastructure</b>            |         |         |         |         |         |
| Fiber System Expansion                            | 50,000  | 50,000  | 50,000  | 50,000  | 50,000  |
| <b>Software Application Acquisition/Retention</b> |         |         |         |         |         |
| Payroll, Human Resource Mgmt.                     | 28,500  |         |         |         |         |
| Police Records Management System                  | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Budgetary Accounting System                       | 30,000  |         |         |         |         |
| Income Tax Collection System                      |         | 30,000  | 30,000  | 30,000  | 3,000   |
| Document Imaging                                  |         |         |         | 90,000  | 40,000  |
| <b>TOTAL EXPENDITURES</b>                         | 360,100 | 351,600 | 331,600 | 341,600 | 318,600 |

## **FACILITY MAINTENANCE**

### Description

The city maintains multiple facilities, each with complex components, systems and equipment requiring periodic maintenance, adjustment and replacement. Public Works currently manages the maintenance and custodial needs of two of our largest and most visible public buildings, the Justice Center and City Hall. Staff also manages maintenance activities for the former engineering division building at 20 E William St, the recently acquired Gazette building, the Public Works Facility, and facilities on Cherry Street, Ross Street, and the city owned rental units on W. Central Ave.

Facilities require a variety of daily, weekly, quarterly, and annual maintenance of the primary systems, including building security, back-up power, fire suppression, elevators, heating and cooling, plumbing and electrical, roofing and other related systems. For effective management of the facilities, assessments are performed to develop the appropriate maintenance and cost schedules for each system. Assessments include roofing, flooring, painting, and backup power systems. Routine maintenance activity is funded through the Public Works Facility Maintenance operations budget, though certain large expenses, such as HVAC replacements, roof repairs, flooring replacement and facility expansions are managed through the CIP.

Recent improvements to the Public Works Facility include the replacement of the facility's 50-year old roof with a membrane system and improvements to the loading dock area. Other priority improvements have been identified and include replacement of the 50-year old fire suppression lines and the tuck-pointing, sealing and painting of the 50-year old masonry and metal exterior walls.

As part of the 2013 service operations review, a recommendation to consolidate the Parks & Natural Resources Division at the Public Works facility was included as a primary goal to improve coordination and cooperation between departments. In order to facilitate the relocation, a new 27,000 SF refuse equipment and recycling building will be constructed on the east end of the Public Works facility. The existing recycling facility on Cherry Street will be demolished with the area being converted to passive wildlife open space. The costs associated with the new building are included in the Refuse Fund.

### Primary Strategic Plan Theme/Goals:

Effective Government

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

### Master Planning Efforts

HVAC, Roofing and Flooring Inventory & Assessment

**CAPITAL IMPROVEMENT PLAN  
BUILDING MAINTENANCE IMPROVEMENTS  
2018 - 2022**

|                                                 | 2018   | 2019    | 2020   | 2021   | 2022    |
|-------------------------------------------------|--------|---------|--------|--------|---------|
| <b>REVENUES:</b>                                |        |         |        |        |         |
| <i>CIP Allocation (pg. 1)</i>                   | 37,150 | 300,028 | 99,829 | 81,882 | 355,900 |
| <b>TOTAL REVENUE</b>                            | 37,150 | 300,028 | 99,829 | 81,882 | 355,900 |
| <b>EXPENDITURES:</b>                            |        |         |        |        |         |
| Carpet Replacement                              | 11,400 | 24,800  | 12,400 | 12,400 | 31,000  |
| Justice Center HVAC/Other Building Improvements | 25,750 | 177,400 | 28,200 | 29,000 | 29,900  |
| Roof Repairs City Hall, Justice Center          |        |         |        |        | 70,000  |
| Public Works Building                           |        |         |        |        |         |
| - Fire Suppression System                       |        | 43,983  |        | 40,482 |         |
| Justice Center Interior Painting                |        |         |        |        | 75,000  |
| EM Backup Generators - Justice, City Hall       |        | 53,845  | 59,229 |        | 150,000 |
| <b>TOTAL EXPENDITURES</b>                       | 37,150 | 300,028 | 99,829 | 81,882 | 355,900 |

## **SIDEWALK IMPROVEMENTS**

### Description

The Safe Walks Program is a separate initiative from routine sidewalk maintenance activities included in the highway maintenance operations. Since its inception in 2006, the Safe Walks Program has identified and repaired an estimated 15,000 tripping hazards throughout the community. The value of the 10-year initiative is estimated at \$3.25 million with approximately 45% of the cost being covered by property owners, and the remaining 55% by the city.

In 2017, the final area of the community was addressed, completing the 10-year effort to improve sidewalk conditions throughout the community. Because it is anticipated that additional deficiencies will arise as sidewalk sections age and street trees continue to grow, it is being recommended as part of ongoing sidewalk maintenance efforts to continue routine sidewalk evaluations throughout the community to identify new deficiencies, however not in the rigid structure of the Safe Walks Program. Future sidewalk evaluations will be performed in coordination with planned roadway resurfacing work, at which time deficiencies with sidewalk, streetlights, signage, striping etc. will be identified. Sidewalk repairs required of individual property owners will be administered in accordance with section 909 of city code. Citizen requests for sidewalk repairs will continue to be received and addressed through a customer service request (CSR) approach.

Sidewalk maintenance improvements, including ADA ramp repairs, sidewalk infill projects, downtown streetscape paver repairs, and bike network maintenance activities are included as part of the Public Works Street Maintenance and Repair Budget. The City has partnered with MORPC to develop a Complete Streets Policy for implementation in Delaware. The policy will establish guidelines as to improvement mobility for non-motorized travel by the public throughout the community. Many projects will likely involve sidewalk improvements that can be prioritized and managed accordingly based on the availability of funding.

### Primary Strategic Plan Theme/Goals:

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

### Master Planning Efforts

2017 – Final Safe Walks Program phase completed

2018 - Revised evaluation approach coordinating with resurfacing program

**CAPITAL IMPROVEMENT PLAN  
SAFEWALK SIDEWALK PROGRAM  
2018 - 2022**

|                                       | 2018           | 2019           | 2020           | 2021           | 2022           |
|---------------------------------------|----------------|----------------|----------------|----------------|----------------|
| <b>BALANCES FORWARD</b>               | 0              | 18,040         | 179,840        | 247,360        | 245,547        |
| <b>REVENUES:</b>                      |                |                |                |                |                |
| Resident Direct Payment               | 65,000         |                |                |                |                |
| Property Tax Assessments              |                |                |                |                |                |
| Prior Years                           |                |                |                |                |                |
| 2012                                  | 9,681          |                |                |                |                |
| 2013                                  | 7,609          |                |                |                |                |
| 2014                                  | 4,280          | 4,280          |                |                |                |
| 2015                                  | 27,520         | 27,520         | 27,520         | 387            | 387            |
| 2016                                  | 15,000         | 15,000         | 15,000         | 15,000         | 15,000         |
| 2017                                  |                | 30,000         | 30,000         | 30,000         | 30,000         |
| Note Issue                            | 450,000        | 450,000        | 360,000        | 225,000        | 90,000         |
| CIP Allocation Safewalk               | 125,000        | 125,000        | 125,000        | 125,000        | 125,000        |
| <b>Total CIP Allocation (pg. 1)</b>   | <b>125,000</b> | <b>125,000</b> | <b>125,000</b> | <b>125,000</b> | <b>125,000</b> |
| <b>TOTAL REVENUE</b>                  | <b>704,090</b> | <b>651,800</b> | <b>557,520</b> | <b>395,387</b> | <b>260,387</b> |
| <b>EXPENDITURES:</b>                  |                |                |                |                |                |
| <b>RESIDENT REPAIR RESPONSIBILITY</b> |                |                |                |                |                |
| Invoice                               | 10,000         | 10,000         | 10,000         | 10,000         | 10,000         |
| Assessment                            | 10,000         | 10,000         | 10,000         | 10,000         | 10,000         |
| <b>CITY REPAIR RESPONSIBILITY</b>     |                |                |                |                |                |
| City Invoice                          | 210,000        | 10,000         | 10,000         | 10,000         | 10,000         |
| DEBT SERVICE                          | 456,050        | 460,000        | 460,000        | 367,200        | 229,500        |
| <b>Total Safewalk Expenditures</b>    | <b>686,050</b> | <b>490,000</b> | <b>490,000</b> | <b>397,200</b> | <b>259,500</b> |

## **PARKS IMPACT FEE FUND**

### Description

The City has advanced two segments of trail and completed the initial draft of the Impact Fee Update. The trail system and expanding the recreational services of the city have remained a priority to meet the needs of the community. A park index, included here as appendix A, was completed that identified the need for additional greenways, shelters, youth softball field, multi-use trails and a spray park. The needs are based on recommended service levels for the City and on national averages. The City will work to meet these recreation levels as the City population expands.

The Bicycle and Pedestrian Master Plan 2027 was adopted and prioritizes projects for the next 10 years. It is important to recognize that adjustments to the prioritization list should be expected based on best-judgement fine-tuning. In July, a Springfield Branch extension section was completed, which allows the pedestrian route to continue west across the city. The second trail project is on Central Ave., from Buehler's to Lexington Glen. The project has been bid and will be constructed this fall as right of way acquisition is completed. Other initiatives of the plan including a complete streets policy and educational components are being planned and should begin in 2017.

The park index allowed staff to inventory existing recreation amenities and determine where there are needs. The city will look at proposing additional shelters at parks to provide and equitable distribution throughout the park system. Shelter use continues to be a popular park activity and we will explore providing additional opportunities for the community. Greenways is another park deficiency noted in the index and staff will look to develop a long range plan that will expand the number of greenways throughout the city. Several waterways exist within the municipal boundary that provide opportunities to develop this amenity.

**CAPITAL IMPROVEMENT PLAN  
PARK IMPACT FEE IMPROVEMENT FUND  
2018 - 2022**

|                                              | 2018           | 2019           | 2020           | 2021           | 2022           |
|----------------------------------------------|----------------|----------------|----------------|----------------|----------------|
| <b>BALANCE FORWARD</b>                       | 766,636        | 184,136        | 334,136        | 234,136        | 109,136        |
| <b>REVENUES:</b>                             |                |                |                |                |                |
| Impact Fees                                  | 225,000        | 225,000        | 225,000        | 225,000        | 225,000        |
| Trail Improvement Grants                     | 0              |                |                | 400,000        |                |
| <b>TOTAL REVENUES</b>                        | <b>225,000</b> | <b>225,000</b> | <b>225,000</b> | <b>625,000</b> | <b>225,000</b> |
| <b>EXPENDITURES:</b>                         |                |                |                |                |                |
| <b>COMMUNITY PARK IMPROVEMENTS</b>           |                |                |                |                |                |
| Veteran's Plaza                              |                |                |                |                |                |
| Ross St. Parkland Expansion (bldg. demo)     | 100,000        |                |                |                |                |
| Ross St. Park Improvement                    |                | 75,000         |                |                |                |
| <b>COMMUNITY TRAIL IMPROVEMENTS</b>          |                |                |                |                |                |
| SR 37 (Westfield-Trotters)                   | 407,500        |                |                |                |                |
| SR 37 (Buehlers-Lexington)                   |                |                |                |                |                |
| SR 37 (Lexington-Houk)                       |                |                | 250,000        |                |                |
| Springfield Trail Branch Extension           |                |                |                |                |                |
| Liberty Road (London-Belle)                  |                |                | 75,000         | 750,000        |                |
| William St. (east of Applegate to Houk)      | 300,000        |                |                |                |                |
| Olentangy River Trail(Chapman Rd.-Stratford) |                |                |                |                |                |
| London Road                                  |                |                |                |                | 330,000        |
| <b>TOTAL IMPACT FEE EXPENDITURES</b>         | <b>807,500</b> | <b>75,000</b>  | <b>325,000</b> | <b>750,000</b> | <b>330,000</b> |
| <b>IMPACT FEE BALANCE</b>                    | <b>184,136</b> | <b>334,136</b> | <b>234,136</b> | <b>109,136</b> | <b>4,136</b>   |

**CAPITAL IMPROVEMENT PLAN  
POLICE IMPACT FEE FUND  
2018 - 2022**

|                                               | 2018    | 2019    | 2020    | 2021    | 2022    |
|-----------------------------------------------|---------|---------|---------|---------|---------|
| <b>BALANCES FORWARD</b>                       | 363,403 | 362,380 | 363,170 | 363,960 | 364,750 |
| <b>REVENUES</b>                               |         |         |         |         |         |
| Police Impact Fees                            | 60,000  | 60,000  | 60,000  | 60,000  | 60,000  |
| <b>TOTAL REVENUE</b>                          | 60,000  | 60,000  | 60,000  | 60,000  | 60,000  |
| <b>IMPACT FEE EXPENDITURES</b>                |         |         |         |         |         |
| <b>DEBT SERVICE</b>                           |         |         |         |         |         |
| Justice Center (\$890,000, 19yrs 2.94%, 2032) | 61,023  | 59,210  | 59,210  | 59,210  | 59,210  |
| <b>TOTAL IMPACT FEE EXPENDITURES</b>          | 61,023  | 59,210  | 59,210  | 59,210  | 59,210  |
| <b>IMPACT FEE BALANCE</b>                     | 362,380 | 363,170 | 363,960 | 364,750 | 365,540 |

|                          |         |         |         |         |         |
|--------------------------|---------|---------|---------|---------|---------|
| Debt Balance Outstanding | 628,966 | 583,975 | 539,469 | 493,952 | 447,924 |
|--------------------------|---------|---------|---------|---------|---------|

**CAPITAL IMPROVEMENT PLAN  
FIRE IMPACT FEE FUND  
2018 - 2022**

|                                       | 2018           | 2019           | 2020           | 2021           | 2022           |
|---------------------------------------|----------------|----------------|----------------|----------------|----------------|
| <b>BALANCES FORWARD</b>               | 336,982        | 323,982        | 313,982        | 303,982        | 293,982        |
| <b>REVENUES:</b>                      |                |                |                |                |                |
| Fire Impact Fees                      | 87,000         | 90,000         | 90,000         | 90,000         | 90,000         |
| <b>TOTAL REVENUE</b>                  | <b>87,000</b>  | <b>90,000</b>  | <b>90,000</b>  | <b>90,000</b>  | <b>90,000</b>  |
| <b>IMPACT FEE EXPENDITURES:</b>       |                |                |                |                |                |
| <b>DEBT SERVICE</b>                   |                |                |                |                |                |
| Station 303/304                       | 100,000        | 100,000        | 100,000        | 100,000        | 100,000        |
| <b>TOTAL IMPACT FEE EXPENDITURES:</b> | <b>100,000</b> | <b>100,000</b> | <b>100,000</b> | <b>100,000</b> | <b>100,000</b> |
| <b>IMPACT FEE BALANCE</b>             | <b>323,982</b> | <b>313,982</b> | <b>303,982</b> | <b>293,982</b> | <b>283,982</b> |

## **Municipal Impact Fee Fund**

The most significant change in this fund is the Gazette building renovation. Council will see that funds are being recommended for this project. This will provide for co-working space on the first floor and additional space for city offices on the second floor. This project is an outgrowth of discussions the City has been having with CoHatch, a Worthington-based co-working firm.

**CAPITAL IMPROVEMENT PLAN  
MUNICIPAL SERVICES IMPACT FEE FUND  
2018 - 2022**

|                                                        | 2018             | 2019           | 2020           | 2021           | 2022           |
|--------------------------------------------------------|------------------|----------------|----------------|----------------|----------------|
| <b>BALANCE FORWARD</b>                                 | 623,098          | 267,296        | 273,911        | 314,276        | 354,641        |
| <b>REVENUES:</b>                                       |                  |                |                |                |                |
| Impact Fees                                            | 110,000          | 110,000        | 110,000        | 110,000        | 110,000        |
| Sewer Fund Reimbursement Cherry St. Facility           | 65,000           | 65,000         | 65,000         | 65,000         | 65,000         |
| Fire Fund Transfer                                     | 500,000          |                |                |                |                |
| Rent Payments                                          |                  | 3,750          | 75,000         | 75,000         | 75,000         |
| Bond Issue                                             | 900,000          |                |                |                |                |
| <b>TOTAL REVENUES</b>                                  | <b>1,575,000</b> | <b>178,750</b> | <b>250,000</b> | <b>250,000</b> | <b>250,000</b> |
| <b>EXPENDITURES:</b>                                   |                  |                |                |                |                |
| <b>DEBT SERVICE</b>                                    |                  |                |                |                |                |
| Public Works Facility (\$1,060,000 19yrs, 2.94%, 2031) | 69,094           | 72,094         | 72,094         | 72,094         | 72,094         |
| Justice Center (\$900,000, 19yrs 2.94%, 2032)          | 61,708           | 62,541         | 62,541         | 62,541         | 62,541         |
| Gazette Building Improvements                          |                  | 37,500         | 75,000         | 75,000         | 75,000         |
| <b>MUNICIPAL FACILITY IMPROVEMENTS</b>                 |                  |                |                |                |                |
| Gazette Building Improvements                          | 1,800,000        |                |                |                |                |
| <b>TOTAL EXPENDITURES</b>                              | <b>1,930,802</b> | <b>172,135</b> | <b>209,635</b> | <b>209,635</b> | <b>209,635</b> |
| <b>IMPACT FEE BALANCE</b>                              | <b>267,296</b>   | <b>273,911</b> | <b>314,276</b> | <b>354,641</b> | <b>395,006</b> |

|                                                  |           |           |           |           |         |
|--------------------------------------------------|-----------|-----------|-----------|-----------|---------|
| Debt Outstanding Balance - PW Fac/Justice Center | 1,386,034 | 1,285,783 | 1,185,531 | 1,086,048 | 987,076 |
| - Gazette Bldg.                                  | 900,000   | 802,449   | 751,140   | 698,281   | 643,824 |

## **Fire/EMS Fund**

The most significant change in this fund is an annual debt service obligation for Station 304 and a contribution of \$500,000 towards the Gazette Building renovations to support certain fire/EMS administrative operations that will be located there.

**CAPITAL IMPROVEMENT PLAN  
FIRE/EMS FUND  
2018 - 2022**

|                                                   | 2018             | 2019             | 2020             | 2021           | 2022           |
|---------------------------------------------------|------------------|------------------|------------------|----------------|----------------|
| <b>BALANCES FORWARD</b>                           | 771,091          | 321,373          | 640,240          | 120,931        | 72,742         |
| <b>REVENUES:</b>                                  |                  |                  |                  |                |                |
| Fire/EMS Income Tax                               | 1,100,000        | 1,100,000        | 1,380,000        | 640,000        | 840,000        |
| Fire Impact Fee Funds                             | 100,000          | 100,000          | 100,000          | 100,000        | 100,000        |
| <b>TOTAL REVENUE</b>                              | <b>1,200,000</b> | <b>1,200,000</b> | <b>1,480,000</b> | <b>740,000</b> | <b>940,000</b> |
| <b>EXPENDITURES:</b>                              |                  |                  |                  |                |                |
| <b>DEBT SERVICE</b>                               |                  |                  |                  |                |                |
| Station 302 (\$573,416, 10 yrs, 1.502%, 2022)     | 64,064           | 63,743           | 60,872           | 60,872         | 60,872         |
| Station 303 (\$2,755,000, 2.94%, 2032)            | 176,519          | 176,518          | 174,569          | 174,569        | 174,569        |
| Station 304 (\$3,500,000, 15 yrs, 2031)           | 396,950          | 371,250          | 280,950          | 285,550        | 284,850        |
| Ladder Truck Lease (1,090,176, 1.83%, 7yrs, 2019) | 166,294          | 41,573           |                  |                |                |
| EMS Vehicles (3) - (800,000, 10 yrs. 2024)        | 92,350           | 90,750           | 94,150           | 94,150         | 94,150         |
| <b>STATION CONSTRUCTION</b>                       |                  |                  |                  |                |                |
| Office Expansion in Gazette Building              | 500,000          |                  |                  |                |                |
| <b>APPARATUS/VEHICLES</b>                         |                  |                  |                  |                |                |
| Engine/Pumper Truck                               |                  |                  | 823,401          |                |                |
| Paramedic Units                                   |                  |                  | 392,699          |                |                |
| Staff/Utility Vehicles                            | 11,941           | 12,299           | 12,668           | 13,048         | 57,889         |
| <b>EQUIPMENT</b>                                  |                  |                  |                  |                |                |
| Traffic Pre-Emption                               |                  | 125,000          | 160,000          | 160,000        | 80,000         |
| Mobile PC FM5 Tablets                             | 41,600           |                  |                  |                |                |
| Defibrillators/Cardiac Monitors                   | 200,000          |                  |                  |                |                |
| <b>TOTAL EXPENDITURES:</b>                        | <b>1,649,718</b> | <b>881,133</b>   | <b>1,999,309</b> | <b>788,189</b> | <b>752,330</b> |
| <b>ENDING BALANCE</b>                             | <b>321,373</b>   | <b>640,240</b>   | <b>120,931</b>   | <b>72,742</b>  | <b>260,412</b> |

## **PUBLIC UTILITIES DEPARTMENT**

### Description

In order to continue to fulfill the vision of continuous delivery of high-quality drinking water and wastewater services in compliance with all regulatory requirements, the department has planned a systematic and responsible multi-year Capital Improvement Program. The plan will provide the necessary upgrades and maintenance needed of the utility infrastructure to maintain the service levels expected by the City residents and for the anticipated continued growth of the City.

The Public Utilities Department utilizes the following strategies to develop the Capital Improvement Program.

### **Quality and Reliability**

- Efficiency improvements utilizing proven and improved technology and delivery methods.
- Decreasing the chance of pipe failures, water service loss and the need for boil orders.
- Increased reliability of water and wastewater treatment plants.

### **Regulatory Compliance**

- Avoidance of potentially hazardous conditions, adverse environmental and economic development impacts, and fines and penalties.
- Continued rehabilitation of an aging sewer system to ensure public health.

### **Environmental Protection**

- Prevention of water leaking from the distribution system, allowing the City to continue to be good stewards of one of the City's most precious natural resources.
- Decreased the chance for sanitary sewer pipe failures that could result in untreated sewage entering the City's waterways.

### **Economic Expansion and Increased Capacity**

- Reduce constraints in the water distribution system and the wastewater collection system to support economic development and revitalization.
- Increase system capacity for anticipated growth of the City.

### **Enhanced Fire Protection**

- Improved fire protection, reduced water pipe failures and enhanced water pressure as failing or undersized water mains are replaced.

### **Replacement Costs/Emergency Repairs**

- Cost savings through proactive replacement. Emergency repairs may restrict procurement options and can cost as much as 10 times the cost of planned rehabilitation/replacement.

## **WATER CAPACITY FEE FUND**

The City owns and operates a 7.2 million gallons per-day water treatment plant, which treats both surface water and groundwater. In addition to the Water Treatment Plant, the City has 4 million gallons of water storage with three elevated water tanks and 1 million gallons at the Water Plant clearwell.

Dating back to 2005, the City began a Water Master Planning Process to provide a comprehensive master plan to evaluate raw water resources, future water treatment processes and additional water distribution improvement projects. The Master Plan, completed in 2006 by the Floyd Browne Group with a subsequent review by Malcolm Pirnie Inc., recommended the City move forward with the following water capacity enhancement projects.

- Up to 13 MGD of water treatment capacity.
- A 425 million gallon up-ground reservoir.
- New surface water intake structures.
- Enhanced water treatment processes to meet EPA regulations.
- Membrane treatment technology.

Dating back for the past 10 years, the City identified major water plant upgrades in the five-year CIP. In 2015 the new water plant project was completed for the cost of for \$30.3 million. The current peak water demand is 5.6 MGD. The water plant has the capability to expand up to 11.2 MGD with the addition of membrane skids and clearwell capacity which should provide adequate treatment capacity for the next 20 years at the City's current growth rate. Since the new water treatment plant went on-line there have been no violations of EPA regulations and water hardness has averaged 125 mg/l, well below the EPA recommendation of 150 mg/l.

In addition to the new water treatment plant, the City has completed several major water capacity projects including the 24-inch west side water transmission main, 16-inch Penry Road raw water main, and the 2-million gallon SE Highland water storage tank. These projects provided the City with the necessary infrastructure to support the growth and development of City, in addition to meeting all regulatory requirements. In 2017 the utilities staff will complete the installation of 2,500 linear feet of 8-inch water line on Vernon Avenue.

The City's current water supply consists of 2.0 MGD of groundwater from the Riverview Park and Penry Road wellfields and surface water from the Olentangy River. Per the Army Corps of Engineers, the City is currently permitted to withdraw water when the river flow rate is above the minimum release rate of 3.2 MGD.

Over the past 20 years, the City has explored several additional options for a safe and secure source of water supply. Options included additional wellfields, raising Delaware Lake and the construction of an up-ground reservoir. The driving force for additional water supply is water quality and water quantity. The water quality of Delaware Lake and the river remain a concern during times when agricultural runoff negatively impacts the lake and river. The membrane water plant removes the pollutants below the maximum contaminant levels at an increase in operational and maintenance costs. The 2006 Water Master Plan concluded that “raising the summer pool level of Delaware Lake by 2 feet is not a viable alternative and that an up-ground reservoir is a necessary component of the City’s future water supply.” Therefore, the City should remain committed to the construction of a 450-million gallon reservoir on the 120-acre Horseshoe Road site, owned by the City. The engineering cost estimate for the final design and construction of the reservoir is \$18.4 million, which includes the river intake and pump station, transmission mains and the reservoir. The 2018-2022 CIP includes the design of the reservoir in 2020 (\$400,000) with construction estimated to commence in 2022 (\$18 million).

In 2017, the City completed an evaluation of alternatives for the development of preliminary alignments with construction costs for water and sanitary sewer mains along US Route 42 and Sawmill Parkway. The City is anticipating industrial and commercial growth in this area and the 2018 – 2022 CIP addresses future water capacity extensions for economic development sites in the Southwest Industrial Park corridor.

Additional water capacity projects included in the 2018-2022 CIP include the Olentangy Avenue Water Main Project, with a river crossing on Olentangy Avenue to provide water service to the Pollock/Armstrong Road area and to loop the water main with the construction of the water main for the Terra Alta development. The 2018 CIP also includes the extension of the 16-inch water main on Glenn Parkway to Berlin Station Road to coincide with the construction of Glenn Parkway. An additional project in the CIP is for the continued extension of a water main on Buttermilk Hill and Troy Roads within the City’s service area.

It is also recommended the City update its Water Master Plan in 2021. The last comprehensive plan was completed in 2006 and is becoming outdated as development occurs within the City’s existing service area. The plan will include updates for future water transmission and water storage requirements and also water rates and capacity fees.

**CAPITAL IMPROVEMENT PROGRAM  
WATER FUND CAPACITY PROJECTS  
2018 - 2022**

|                                                        | 2018             | 2019             | 2020             | 2021             | 2022                |
|--------------------------------------------------------|------------------|------------------|------------------|------------------|---------------------|
| <b>BALANCES FORWARD</b>                                | 5,339,547        | 3,661,852        | 3,040,541        | 2,877,073        | 2,869,805           |
| <b>REVENUES:</b>                                       |                  |                  |                  |                  |                     |
| Water Capacity Fees                                    | 1,200,000        | 1,200,000        | 1,200,000        | 1,200,000        | 1,200,000           |
| Water Debt Meter Fee Allocation                        | 250,000          | 255,000          | 260,100          | 265,302          | 270,608             |
| <b>TOTAL REVENUES</b>                                  | <b>1,450,000</b> | <b>1,455,000</b> | <b>1,460,100</b> | <b>1,465,302</b> | <b>1,470,608</b>    |
| <b>EXPENDITURES:</b>                                   |                  |                  |                  |                  |                     |
| <b>DEBT SERVICE</b>                                    |                  |                  |                  |                  |                     |
| Westside Trans Line (\$2,225,051, 25 yrs, 3.67%, 2036) | 136,750          | 136,750          | 136,750          | 136,750          | 136,750             |
| Penry Rd. Waterline (\$1,000,000, 25 yrs, 3.55%, 2037) | 62,976           | 62,976           | 62,976           | 62,976           | 62,976              |
| Kingman Hill Tower (\$3,545,000, 25 yrs, 4.51%, 2031)  | 210,355          | 213,971          | 211,228          | 210,230          | 212,256             |
| Plant Expansion (\$9,600,000, 25yrs., 3.23%, 2039)     | 562,614          | 562,614          | 562,614          | 562,614          | 562,614             |
| <b>TOTAL DEBT SERVICE</b>                              | <b>972,695</b>   | <b>976,311</b>   | <b>973,568</b>   | <b>972,570</b>   | <b>974,596</b>      |
| <b>WATER SYSTEM IMPROVMENTS</b>                        |                  |                  |                  |                  |                     |
| Water Master Plan                                      |                  |                  |                  | 250,000          |                     |
| <b>WATER SUPPLY PROJECTS</b>                           |                  |                  |                  |                  |                     |
| Upground Reservoir Design                              |                  |                  | 400,000          |                  |                     |
| Upground Reservoir Construction                        |                  |                  |                  |                  | 18,000,000          |
| <b>DISTRIBUTION CAPACITY PROJECTS</b>                  |                  |                  |                  |                  |                     |
| Crestview Dr. Water Line                               | 55,000           |                  |                  |                  |                     |
| Olentangy Ave. River Crossing                          | 650,000          |                  |                  |                  |                     |
| Buttermilk Rd./Troy Rd. Waterline                      |                  | 600,000          |                  |                  |                     |
| Glenn Pkwy Water Line Extension                        | 450,000          |                  |                  |                  |                     |
| New Line Oversizing/Extension                          | 1,000,000        | 500,000          | 250,000          | 250,000          | 250,000             |
| <b>TOTAL WATER CAPACITY PROJECTS</b>                   | <b>2,155,000</b> | <b>1,100,000</b> | <b>650,000</b>   | <b>500,000</b>   | <b>18,250,000</b>   |
| <b>ENDING FUND BALANCE</b>                             | <b>3,661,852</b> | <b>3,040,541</b> | <b>2,877,073</b> | <b>2,869,805</b> | <b>(14,884,183)</b> |

## **WATER MAINTENANCE FUND**

The 2018-2022 Water Maintenance CIP provides a schedule for the design and construction of water rehabilitation and/or replacement infrastructure projects.

The City has experienced a high rate of residential, commercial and industrial growth over the past decade. As a result, there have been numerous additions and expansions to the City's distribution systems, which require additional maintenance. The City owns and operates a potable and fire suppression water distribution system consisting of 195 miles of water pipe ranging in size from 2 inches to 24 inches and over 1,950 fire hydrants. The majority of the City's water pipes are in good to fair condition with less than 5 percent of the system demonstrating some type of failure in the past 10 years. Water pipes that are currently in good to fair condition will move toward their replacement in the next 25 years. Water pipes in failed condition typically have had more than three failures, whereas pipes in poor condition have only experienced one to two failures. It is likely the water pipes in poor condition will experience additional failures and reach the end of their useful life. Most of the water pipes recommended for replacement are primarily cast iron pipes that were installed from 1940 to 1975. At this time, approximately 25% of the City's water pipes are cast iron pipe. In the last six years, the City has replaced approximately 7,000 linear feet of water pipe per year. In addition, the City has averaged 12 water pipe breaks per year or six per 100 miles of water pipe for the past six years.

The 2009 Water Distribution Master Plan identified water distribution replacement projects totaling over \$5 million. Many of the projects have been completed, including the construction of the Route 23 North, Curtis Street and Park Avenue water lines. The City has in place a Computerized Maintenance Management System (CMMS) that maps and inventories the existing and new water system components, identifies and prioritizes needed replacements or improvements, and serves as a tool for planning projects and maintaining funding for these improvements.

In 2017, the City will have completed the implementation of a city wide Advanced Metering Infrastructure (AMI) system. The AMI system has significantly improved meter reading and utility billing service levels for City customers by providing real-time water consumption data, eliminating estimated utility bills, monitoring water meter tampering and water conservation by allowing customers to set water usage alerts via a consumer web-portal.

The 2018-2022 CIP recommends funding for the maintenance of water plant equipment and the replacement of several water mains, including the Blymer Street water line in 2018 and the rehabilitation of the existing Public Utilities maintenance building on Cherry Street. The painting of the West water tank is scheduled for 2018 at the cost of \$550,000. The tank was last fully painted in 2002 after the tank raising project in 1997. The painting project will include rust repair to strengthen structural integrity.

**CAPITAL IMPROVEMENT PROGRAM  
WATER FUND MAINTENANCE PROJECTS  
2018 - 2022**

|                                                       | 2018             | 2019             | 2020             | 2021             | 2022             |
|-------------------------------------------------------|------------------|------------------|------------------|------------------|------------------|
| <b>BALANCES FORWARD</b>                               | 1,473,069        | 879,216          | 519,082          | 306,100          | 45,714           |
| <b>REVENUES:</b>                                      |                  |                  |                  |                  |                  |
| Transfer from Water Fund                              | 775,000          | 800,000          | 800,000          | 800,000          | 800,000          |
| Water Debt Meter Fee Allocation                       | 1,085,912        | 1,107,631        | 1,129,783        | 1,152,379        | 1,175,427        |
| <b>TOTAL REVENUES</b>                                 | <b>1,860,912</b> | <b>1,907,631</b> | <b>1,929,783</b> | <b>1,952,379</b> | <b>1,975,427</b> |
| <b>EXPENDITURES:</b>                                  |                  |                  |                  |                  |                  |
| <b>DEBT SERVICE</b>                                   |                  |                  |                  |                  |                  |
| Treatment Plant (\$22,400,000 - 25 yrs, 3.23%, 2039 ) | 1,312,765        | 1,312,765        | 1,312,765        | 1,312,765        | 1,312,765        |
| <b>WATER PLANT MAINTENANCE</b>                        |                  |                  |                  |                  |                  |
| Plant Maintenance                                     | 95,000           | 75,000           | 75,000           | 75,000           | 75,000           |
| Lagoon Cleaning                                       |                  | 250,000          |                  |                  |                  |
| Pressure Filter Media Replacement                     |                  |                  |                  |                  | 80,000           |
| Well Screen Cleaning                                  |                  |                  | 95,000           |                  |                  |
| Nano and Ultra Filtration Membrane Replacement        |                  |                  |                  | 600,000          |                  |
| <b>WATER DISTRIBUTION PROJECTS</b>                    |                  |                  |                  |                  |                  |
| West Water Tank Painting                              | 550,000          |                  |                  |                  |                  |
| Water Tank Maintenance                                |                  |                  | 15,000           |                  | 15,000           |
| Large Meter Replacement                               | 25,000           |                  | 25,000           |                  | 25,000           |
| <i>Water Line Improvements:</i>                       |                  |                  |                  |                  |                  |
| Small Main/Service Replacement                        | 50,000           | 50,000           | 50,000           | 50,000           | 50,000           |
| Fire Flow Improvement                                 | 75,000           | 75,000           | 75,000           | 75,000           | 75,000           |
| S. Washington St. Waterline                           |                  |                  |                  |                  | 150,000          |
| Blymer St. Waterline                                  |                  |                  |                  |                  | 150,000          |
| Pennsylvania Ave. Waterline                           |                  | 475,000          |                  |                  |                  |
| Lincoln Ave. Waterline                                |                  |                  | 425,000          |                  |                  |
| East Winter Street Waterline                          | 100,000          |                  |                  |                  |                  |
| Utilities Maintenance Bldg. Rehab                     | 200,000          |                  |                  |                  |                  |
| Equipment Replacement                                 | 47,000           | 30,000           | 70,000           | 100,000          | 30,000           |
| <b>TOTAL WATER REPAIR AND MAINT.</b>                  | <b>2,454,765</b> | <b>2,267,765</b> | <b>2,142,765</b> | <b>2,212,765</b> | <b>1,962,765</b> |
| <b>ENDING FUND BALANCE</b>                            | <b>879,216</b>   | <b>519,082</b>   | <b>306,100</b>   | <b>45,714</b>    | <b>58,376</b>    |

## **SEWER CAPACITY FUND**

The City owns and operates the Upper Olentangy Water Reclamation Center for the wastewater treatment of all domestic and industrial wastewater from City customers. The UOWRC was expanded and upgraded in 2007 in two different phases, with a daily design flow of 10 MGD and a peak daily flow of 20 MGD. In 2017, the average daily flow has been 5.40 MGD with a peak of over 20 MGD. The plant's effluent discharges into the Olentangy River, a state designated scenic Ohio waterway with one of the most stringent permit limits in the State of Ohio. The NPDES permit includes an inorganic nitrogen limit of 6.3 mg/l in the summer and 8.1 mg/l in the winter, as well as a total phosphorus limit of 1.0 mg/l year-round. The capacity of the UOWRC should be sufficient for 15 years.

In addition to the expansion of the UOWRC, a major accomplishment for the City was the construction of the \$18 million dollar SE Highland sewer, which provides sanitary sewer service to the City's SE area from the plant to Peachblow Road. The construction of this sewer has enabled major residential growth to occur and provides for future commercial development in the City's SE quadrant. The City is able to recoup the cost of this sewer with capacity fees and a SE Highland sewer ERU fee as sewer permits are approved.

To better meet the future sanitary sewer needs of the City, an update to the City's 2000 sewer master plan was completed in 2017. The current capacities of all sewers 10 inches and larger was determined through flow monitoring to further define areas of the City with insufficient sewer capacity. In addition, tributary areas of the City not currently served by the City were defined for the expansion of sanitary sewer mains. A sewer capacity model has been populated by the engineering consultant and will be used to determine future capacity requirements of the City with real-time flow data. The sewer master plan details anticipated future CIP projects with estimated construction costs.

New sanitary sewer projects programmed in the 2018-2022 include funding for the final design and construction of sanitary sewers to support economic development project sites within the southwest industrial park area, including Sawmill Parkway and Route 42 south.

**CAPITAL IMPROVEMENT PROGRAM  
SEWER FUND CAPACITY PROJECTS  
2018 - 2022**

|                                                       | 2018             | 2019             | 2020             | 2021             | 2022             |
|-------------------------------------------------------|------------------|------------------|------------------|------------------|------------------|
| <b>BALANCES FORWARD</b>                               | 1,698,137        | 421,573          | 267,014          | 263,145          | 295,194          |
| <b>REVENUES:</b>                                      |                  |                  |                  |                  |                  |
| Sewer Capacity Fees                                   | 1,250,000        | 1,150,000        | 1,150,000        | 1,150,000        | 1,150,000        |
| SE Highland Sewer ERU Fees                            | 225,000          | 200,000          | 200,000          | 200,000          | 200,000          |
| Sewer Fees Transfer - 2007,2008,2009                  | 1,631,020        | 1,663,640        | 1,696,913        | 1,730,851        | 1,765,468        |
| <b>TOTAL REVENUES</b>                                 | <b>3,106,020</b> | <b>3,013,640</b> | <b>3,046,913</b> | <b>3,080,851</b> | <b>3,115,468</b> |
| <b>EXPENDITURES:</b>                                  |                  |                  |                  |                  |                  |
| <b>DEBT SERVICE</b>                                   |                  |                  |                  |                  |                  |
| Land Armstrong Rd. (\$2,915,000 10 yrs. 1.49%, 2022)  | 324,400          | 328,500          | 302,400          | 301,700          | 300,900          |
| 23 North Sewer (\$1,000,000, 25 yrs, 4.51%), 2031     | 59,150           | 60,166           | 59,395           | 59,115           | 59,684           |
| SE Highland Sewer (\$15,000,000, 25 yrs, 4.49%, 2037) | 997,622          | 995,772          | 997,609          | 996,609          | 999,609          |
| SE Highland Sewer (\$2,750,000, 20 yrs, 3.59%, 2026)  | 187,563          | 188,418          | 189,305          | 189,305          | 189,305          |
| Plant Expansion (\$20,882,000, 20 yrs, 3.59%, 2026)   | 1,423,849        | 1,430,343        | 1,437,073        | 1,437,073        | 1,437,073        |
| <b>TOTAL DEBT SERVICE</b>                             | <b>2,992,584</b> | <b>3,003,199</b> | <b>2,985,782</b> | <b>2,983,802</b> | <b>2,986,571</b> |
| <b>SEWER SYSTEM IMPROVEMENTS</b>                      |                  |                  |                  |                  |                  |
| <b>COLLECTION CAPACITY PROJECTS</b>                   |                  |                  |                  |                  |                  |
| SW New Pump Station                                   |                  |                  |                  |                  |                  |
| Sewer Oversizing/Extension                            | 1,000,000        | 100,000          |                  |                  |                  |
| Riverby Sewer Extension                               | 325,000          |                  |                  |                  |                  |
| Hills Miller Rd. Sewer Extension                      |                  |                  |                  |                  | 250,000          |
| Reimbursement for Cherry St. Maint. Facility          | 65,000           | 65,000           | 65,000           | 65,000           | 65,000           |
| <b>TOTAL SEWER CAPACITY PROJECTS</b>                  | <b>1,390,000</b> | <b>165,000</b>   | <b>65,000</b>    | <b>65,000</b>    | <b>315,000</b>   |
| <b>ENDING FUND BALANCE</b>                            | <b>421,573</b>   | <b>267,014</b>   | <b>263,145</b>   | <b>295,194</b>   | <b>109,091</b>   |

## **SEWER MAINTENANCE FUND**

The City's sanitary sewer collection system consists of 180 miles of sewer pipe and over 3,200 manholes. The system has over 16 major trunk sewers, 15-inch or larger, serving as the backbone of the system. The majority of the pipes within the system are concrete, clay or plastic, with the manholes composed of brick or concrete. The sizes of sanitary sewer pipe range from 8 inches to 66 inches. Included in the collection system is the operation and maintenance of 12 sanitary pump stations.

For the past 15 years the City has performed a closed circuit televising program to identify defects such as infiltration and inflow, root intrusion and failures in sewer pipe segments. In the past decade the City has funded nearly \$800,000 in an annual sliplining and grouting program of the sewer mains. This program has reduced the number of sanitary sewer overflows in the City to an average of less than two per year and reduced the amount of infiltration received at the wastewater treatment plant.

Significant CIP projects completed in 2017 include aeration system improvements at the wastewater treatment plant with the installation of two new direct drive turbo blowers and dissolved oxygen monitoring equipment. The new aeration system replaced the existing blowers that have been in operation since 1974 and 1987 and were prone to costly repairs and inefficiencies. These upgrades reduced overall electric costs at the plant with improved oxygen transfer and energy efficiency. In 2017 the City started the design and equipment selection of a new tertiary treatment process at the wastewater plant. The construction and installation of the new equipment will be completed by June of 2018. The new tertiary system will aid in the removal of suspended solids and phosphorus to achieve compliance with EPA regulations. In 2017 the City will also complete the annual sliplining and grouting of approximately 7,500 linear feet of sanitary sewer pipe for the continued reduction of inflow and infiltration in the sewer system.

The 2018 CIP includes funding requests for the rehabilitation of the existing public utilities maintenance building at 241 Cherry Street and funding for equipment replacement at the wastewater treatment plant. This includes a new 7.0 MGD influent pump and concrete repairs of the 3.0 MGD equalization basin.

**CAPITAL IMPROVEMENT PROGRAM  
SEWER FUND MAINTENANCE PROJECTS  
2018 - 2022**

|                                                        | 2018      | 2019      | 2020      | 2021      | 2022      |
|--------------------------------------------------------|-----------|-----------|-----------|-----------|-----------|
| <b>BALANCES FORWARD</b>                                | 1,172,811 | 1,473,172 | 2,163,227 | 2,731,517 | 3,049,342 |
| <b>REVENUES:</b>                                       |           |           |           |           |           |
| Transfer from Sewer Fund                               | 1,419,363 | 1,447,750 | 1,476,705 | 1,506,239 | 1,536,364 |
| <b>TOTAL REVENUES</b>                                  | 1,419,363 | 1,447,750 | 1,476,705 | 1,506,239 | 1,536,364 |
| <b>EXPENDITURES:</b>                                   |           |           |           |           |           |
| <b>DEBT SERVICE</b>                                    |           |           |           |           |           |
| Plant Rehabilitation (\$2,230,000 20 yrs. 3.59%, 2026) | 152,002   | 152,695   | 153,414   | 153,414   | 153,414   |
| <b>TOTAL DEBT SERVICE</b>                              | 152,002   | 152,695   | 153,414   | 153,414   | 153,414   |
| <b>WASTEWATER TREATMENT PROJECTS</b>                   |           |           |           |           |           |
| Tertiary Filtration System                             | 150,000   |           |           |           |           |
| Belt Filter Press                                      |           |           |           | 500,000   |           |
| Plant Maintenance                                      | 75,000    | 75,000    | 75,000    | 75,000    | 75,000    |
| Influent Pump Replacement                              | 30,000    |           | 35,000    |           | 25,000    |
| Settling Tank Upgrades                                 |           |           |           |           | 250,000   |
| Concrete EQ Basin Repairs                              | 75,000    |           | 250,000   |           |           |
| Electrical Transformers Upgrades                       |           |           |           |           |           |
| <b>WASTEWATER COLLECTION PROJECTS</b>                  |           |           |           |           |           |
| Large Meter Replacement                                | 25,000    |           | 25,000    |           | 25,000    |
| Inflow/Infiltration Remediation                        | 175,000   | 175,000   | 175,000   | 175,000   | 175,000   |
| Sanitary Sewer Replacement                             | 75,000    | 75,000    | 100,000   | 100,000   | 100,000   |
| Wesleyan Woods Sewer Rehab                             |           |           |           | 150,000   |           |
| Hayes Colony Sewer Rehab                               |           | 200,000   |           |           |           |
| South Central Sewer River Crossing Repair              | 35,000    |           |           |           |           |
| Pump Station Repair/Upgrade                            |           |           | 25,000    |           | 25,000    |
| Utilities Maint. Bldg Rehab                            | 200,000   |           |           |           |           |
| Equipment Replacement                                  | 127,000   | 80,000    | 70,000    | 35,000    | 70,000    |
| <b>TOTAL SEWER REPAIR/MAINTENANCE</b>                  | 1,119,002 | 757,695   | 908,414   | 1,188,414 | 898,414   |
| <b>ENDING FUND BALANCE</b>                             | 1,473,172 | 2,163,227 | 2,731,517 | 3,049,342 | 3,687,292 |

## **STORM WATER MAINTENANCE FUND**

In 2001, the City implemented a storm water utility fee for the maintenance, operation and expansion of the City's storm water system. The fund collects approximately \$800,000 annually based on a \$2.50 per month ERU fee for property owners. The City is also required by OEPA to complete on an annual basis, the requirements of our MS4 storm water permit to implement best management practices for the reduction and treatment of storm water prior to discharge into the Olentangy River.

The City has approximately 165 miles of 6-inch to 48-inch storm water pipe including over 80 storm water detention basins, 1,500 catch basins to maintain, and televises approximately 5 miles of storm water mains per year. The City is addressing street and yard flooding on a yearly basis, and has seen the number of flooding events decrease in the past several years as projects are completed.

Storm water projects completed in recent years to improve drainage and reduce flooding include Curtis Street/London Road, Berne/Kirkland/Spencer Streets, Pennsylvania Avenue, Joy Avenue, Troy Road, Fountain Avenue, South Sandusky Street, Pumphrey Terrace, West Lincoln Avenue and Olentangy Avenue.

Storm water projects completed in 2017 include phase one of the Bernard Avenue corridor project. Phase one was the lining and rehabilitation of the existing storm water pipe from South Sandusky Street to Route 23 through the OWU campus. The 2017 CIP also included funding for the design and construction of storm water improvements to an open ditch in the rear yards along Dogwood Drive. The current ditch slopes have worsened over the past several years from erosion and are now dangerous to maintain.

In 2017, storm water CIP projects included funding for repairs to storm water culverts under US 23 and Stratford Road. Both of these projects will be completed in 2017. It should be noted that the utilities department is actively inspecting all culverts for structural deterioration and funding may need to become available for emergency repairs similar to the US23/US42 culvert.

It is recommended that the City evaluate the initial storm water fee of \$2.50 per ERU that was established by Ordinance in 2001 and implemented in 2002. An increase in the fee may allow for the funding of curbs and gutters with the City's street resurfacing program.

**CAPITAL IMPROVEMENT PLAN  
STORM WATER FUND  
2018 - 2022**

|                                          | 2018           | 2019           | 2020           | 2021           | 2022           |
|------------------------------------------|----------------|----------------|----------------|----------------|----------------|
| <b>BALANCES FORWARD</b>                  | 868,534        | 597,039        | 354,653        | 344,521        | 211,785        |
| <b>REVENUES:</b>                         |                |                |                |                |                |
| Storm Water Fees                         | 355,505        | 362,615        | 369,867        | 377,264        | 384,810        |
| <b>TOTAL REVENUE</b>                     | <b>355,505</b> | <b>362,615</b> | <b>369,867</b> | <b>377,264</b> | <b>384,810</b> |
| <b>EXPENDITURES:</b>                     |                |                |                |                |                |
| Storm Water System Financial Plan        |                |                |                |                |                |
| Storm Water Repair                       | 125,000        | 125,000        | 125,000        | 125,000        | 125,000        |
| Storm Water I&I Remediation              | 100,000        |                | 100,000        |                | 100,000        |
| Bernard Avenue (Sandusky to Liberty St.) |                | 400,000        |                |                |                |
| Vernon Ave.                              |                |                | 135,000        |                |                |
| Birch Terrace                            | 225,000        |                |                |                |                |
| Chamberlain/Channing St.                 |                |                |                | 350,000        |                |
| Pittsburgh Drive                         |                |                |                |                | 200,000        |
| Utilities Maintenance Bldg Rehab         | 50,000         |                |                |                |                |
| Equipment Replacement                    | 127,000        | 80,000         | 20,000         | 35,000         | 40,000         |
| <b>TOTAL EXPENDITURES</b>                | <b>627,000</b> | <b>605,000</b> | <b>380,000</b> | <b>510,000</b> | <b>465,000</b> |
| <b>ENDING FUND BALANCE</b>               | <b>597,039</b> | <b>354,653</b> | <b>344,521</b> | <b>211,785</b> | <b>131,595</b> |

**CAPITAL IMPROVEMENT PLAN  
EQUIPMENT REPLACEMENT FUND  
2018 - 2022**

|                                         | 2018           | 2019           | 2020           | 2021           | 2022           |
|-----------------------------------------|----------------|----------------|----------------|----------------|----------------|
| <b>REVENUES:</b>                        |                |                |                |                |                |
| Water Fund Allocation                   | 47,000         | 30,000         | 70,000         | 100,000        | 30,000         |
| Sewer Fund Allocation                   | 127,000        | 80,000         | 70,000         | 35,000         | 70,000         |
| Storm Water Fund Allocation             | 127,000        | 80,000         | 20,000         | 35,000         | 40,000         |
| <b>TOTAL REVENUE</b>                    | <b>301,000</b> | <b>190,000</b> | <b>160,000</b> | <b>170,000</b> | <b>140,000</b> |
| <b>EXPENDITURES:</b>                    |                |                |                |                |                |
| One Ton Dump Truck                      |                |                | 50,000         |                |                |
| Sewer Camera Truck                      | 230,000        |                |                |                |                |
| Backhoe                                 |                | 90,000         |                |                |                |
| One-ton Sevice Truck                    |                | 70,000         |                | 70,000         |                |
| Utility Truck - Water                   |                |                | 50,000         | 100,000        |                |
| Tank Vac Truck                          |                |                |                |                | 80,000         |
| Plate Truck                             |                |                | 60,000         |                |                |
| Skid Steer                              | 36,000         |                |                |                |                |
| Gator                                   | 15,000         |                |                |                |                |
| Tow Motor                               | 20,000         |                |                |                |                |
| Pickup Truck - Water                    |                | 30,000         |                |                | 30,000         |
| Pickup Truck - Sewer                    |                |                |                |                | 30,000         |
|                                         |                |                |                |                |                |
| <b>TOTAL PUBLIC UTILITIES EQUIPMENT</b> | <b>301,000</b> | <b>190,000</b> | <b>160,000</b> | <b>170,000</b> | <b>140,000</b> |

## **REFUSE FUND**

### Description

Refuse fees are utilized primarily for supporting the daily operation of the solid waste division of Public Works Department. The city currently provides weekly residential and commercial refuse collection service, recycling for fiber (newspaper and cardboard) and mixed materials (glass, plastic and aluminum), and seasonal yard waste collection for eight months of the year. In 2016, the city collected over 18,800 tons of combined solid waste, yard waste, and recyclable materials, representing a 2% increase over 2015 levels.

The refuse collection operation grows with the expansion of the community. The current fleet consists of six "Lodal" side load residential service vehicles, three commercial rear load trucks, and five recycling vehicles. These vehicles are replaced at the end of their respective service life averaging 7-8 years per vehicle. The transition to the residential tipcart "Toter" system in 2001 allows for the city to provide a high level of service to residents and businesses while maintaining low collection rates. In 2017 a comprehensive evaluation of the current refuse operation resulted in a minor adjustment in residential collection rates, as well as policy adjustments regarding multifamily collections utilizing dumpster service. The city refuse division continues to provide residents with efficient, high quality service at a value comparative with private refuse service. City costs, however, remain closely tied to the close proximity of the county owned and operated solid waste transfer station, which allows for minimal transportation time and expense when disposing of solid waste.

The city also manages two closed landfills at Cherry Street and Curve Road. Improvements have been completed at both to control leachate breakouts from entering adjacent waterways and drainage systems. The leachate collection system at Curve Road was modified in 2016 to connect directly to the public sanitary sewer, allowing for direct transport of leachate to the waste water treatment plant for processing.

In 2017, it is anticipated that a contract will be awarded for the construction of a 27,000 SF combined refuse equipment/recycling processing building to be constructed toward the northeast corner of the Public Works facility property. Once the refuse building is completed, the Parks and Natural Resources Dept. will be relocated from Ross Street to the Public Works Facility, and occupy the current refuse equipment building. The existing recycling facility on Cherry Street will be demolished and the site returned to natural open space.

### Strategic Plan Theme/Goals

#### Safe City

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

### Master Planning Efforts

2017 – Refuse rate and service level review

2017 – Construction of new Refuse Vehicle/Recycling Building

**CAPITAL IMPROVEMENT PLAN  
REFUSE FUND  
2018 - 2022**

|                                                  | 2018           | 2019           | 2020           | 2021           | 2022           |
|--------------------------------------------------|----------------|----------------|----------------|----------------|----------------|
| <b>BALANCES FORWARD</b>                          | 0              | 165,437        | 292,677        | 485,917        | 595,642        |
| <b>REVENUES:</b>                                 |                |                |                |                |                |
| Refuse Fees                                      | 612,000        | 624,240        | 624,240        | 636,725        | 636,725        |
| Bond Revenue                                     |                |                |                |                |                |
| <b>TOTAL REVENUE</b>                             | <b>612,000</b> | <b>624,240</b> | <b>624,240</b> | <b>636,725</b> | <b>636,725</b> |
| <b>EXPENDITURES:</b>                             |                |                |                |                |                |
| <b>Debt Service</b>                              |                |                |                |                |                |
| Refuse Buildings (\$1.5m, 3%, 5 yrs. 2021)       | 0              | 0              | 0              | 0              | 0              |
| <b>Equipment</b>                                 |                |                |                |                |                |
| Rear Load 20-Yard Packer - Commercial            | 169,500        |                | 179,000        |                | 184,000        |
| Side Load Lease Payments (2 units. 5 yrs., 2.5%) | 20,063         |                |                |                |                |
| Side Load Truck                                  | 237,000        | 245,000        | 252,000        | 260,000        | 267,000        |
| Recycling Vehicle - Recycling                    |                | 252,000        |                | 267,000        | 275,000        |
| Grapple Bucket                                   | 20,000         |                |                |                |                |
| <b>TOTAL EXPENDITURES</b>                        | <b>446,563</b> | <b>497,000</b> | <b>431,000</b> | <b>527,000</b> | <b>726,000</b> |
| <b>ENDING FUND BALANCE</b>                       | <b>165,437</b> | <b>292,677</b> | <b>485,917</b> | <b>595,642</b> | <b>506,367</b> |



## City of Delaware Park Index 2016

### *Parks and Natural Resource*

The following report examines the inventory of the existing facilities and compares them to national averages and future needs of Delaware. The analysis reviews the level of service and identifies recreational gaps in the community.

January 2017



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## Introduction

Parks provide residents with space for recreation, quiet reflection, connection to nature, social networking and community participation. Providing adequate park space for residents is important to promoting a healthy community and continuing to make Delaware a place where people want to live. It is critical to index available recreational resources to assess and identify gaps in service. Subsequently, providing a comprehensive plan that can address these gaps that will enhance, preserve and promote quality parks. It is important to recognize that this report is not a substitute for a recreational comprehensive plan but only a component of that plan that inventories the current level of service.

**What do we learn from the park index?** The goal is to identify gaps in the recreational services that specifically realize recreational needs, access & distance to parks and future needs of the park system. The following outlines a summary of the general needs discovered in the park index:

- The overall area of parks in Delaware is adequate but there are missing gaps that should be addressed. Using the NRPA standards we are able to identify specific regions of city that could be supplemented with parks to serve existing residents.
- Community parks will need to grow amenities to serve the population in the future.
- Additional community parks to the south are needed. The continued growth in the southern portion of the city will be better served by a community park and as growth continues a second community park will likely be warranted.
- As pocket/neighborhood parks are developed, continue with the strategy of local homeowner association controlled playgrounds and courts but add plazas and gathering space as a standard amenity to promote community cohesiveness and provide a place for neighbors to interact.
- The trail network should be developed to promote a major arterial trail system connecting various regions of the city and to trails outside the city. Filling in gaps to the existing system can dramatically extend trail routes and address input from residents to create a trail network, identified in the Bike Plan.



The City of Delaware, Parks and Natural Resource Department (PNR) has developed the Park Index 2016 which creates a set of targets for parks and recreation growth. The targets are informed by existing park conditions, current policies, population projections and recreational trends. The Park Index will serve as a tool to evaluate existing parks and recreation facilities and compare them to national standards such as National Recreation and Park Association (NRPA) and assess current and future recreation needs in the City of Delaware.

Parks provide residents with space for recreation, connection with nature, social networking and civic engagement. The City must make certain that all neighborhoods have appropriate recreational and open space opportunities to promote healthy communities and plan for the expected growth in our community.

The following table provides a current inventory of park amenities.

| PARKS                                                                                                                          | Location               | Maintained by | Acres (developed) | Acres (total) | Beautification | Playground | Basketball court | Softball (Adults) | Pickleball Court | Tennis Courts | Softball (Youth) | Baseball (Youth) | Soccer fields | Football fields | Swimming/spray pad | Shelter  | Skate Park | Restroom | Recreation Center | Dog park | Boat launch | Trails   | Drinking Fountain |
|--------------------------------------------------------------------------------------------------------------------------------|------------------------|---------------|-------------------|---------------|----------------|------------|------------------|-------------------|------------------|---------------|------------------|------------------|---------------|-----------------|--------------------|----------|------------|----------|-------------------|----------|-------------|----------|-------------------|
| <b>Pocket Parks</b>                                                                                                            |                        |               |                   |               |                |            |                  |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          |                   |
| Belmont Place                                                                                                                  | Mcnamara Loop          | HOA           | 1                 | 1             |                | 1          | 0.5              |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          |                   |
| Bicentennial Park                                                                                                              | Park Ave.              | CoD           | 1                 | 1             | x              |            |                  |                   |                  |               |                  |                  |               |                 | G                  |          |            |          |                   |          |             |          | x                 |
| Braumiller                                                                                                                     | Maple Vista Dr.        | HOA           | 4                 | 4             |                | 1          |                  |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          |                   |
| Cheshire Crossing                                                                                                              | 199 Winding Valley Dr. | HOA           | 1                 | 1             |                | 1          |                  |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          |                   |
| KessleBrooke                                                                                                                   | Tabilore Loop          | HOA           | 1                 | 1             | x              | 1          |                  |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          |                   |
| Lantern Chase                                                                                                                  | 160 Stonhope Dr.       | HOA           | 0.2               | 0.2           |                | 1          |                  |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          |                   |
| Lantern Chase                                                                                                                  | 101 Millcroft Pl.      | HOA           | 0.2               | 0.2           | x              |            |                  |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          |                   |
| Lincoln Field                                                                                                                  | W. Lincoln Ave         | CoD           | 0.2               | 0.2           |                | 1          |                  |                   |                  |               |                  | 1                |               |                 |                    |          |            |          |                   |          |             |          |                   |
| Locust Curve                                                                                                                   | Overtrick Dr           | HOA           | 9                 | 9             | x              |            |                  |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          | x                 |
| Pulaski Park (Wslvn Wds)                                                                                                       | 76 Somerset Rd.        | HOA           | 3                 | 3             | x              |            | 1                |                   | 1                | 1             |                  |                  |               |                 |                    |          |            |          |                   |          |             |          |                   |
| Westfield Hills                                                                                                                | 490 Timbersmith Dr.    | HOA           | 7                 | 7             |                |            |                  |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          | x                 |
| <b>Pocket Park Total</b>                                                                                                       |                        |               | <b>28</b>         | <b>28</b>     |                | <b>6</b>   | <b>1.5</b>       | <b>0</b>          | <b>1</b>         | <b>1</b>      | <b>0</b>         | <b>1</b>         | <b>0</b>      | <b>0</b>        | <b>0</b>           | <b>0</b> | <b>0</b>   | <b>0</b> | <b>0</b>          | <b>0</b> | <b>0</b>    | <b>0</b> | <b>0</b>          |
| <b>Neighborhood Parks</b>                                                                                                      |                        |               |                   |               |                |            |                  |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          |                   |
| Belle Avenue                                                                                                                   | 205 Belle Ave.         | CoD           | 2                 | 2             |                | 1          |                  |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          |                   |
| Carson Farms Park                                                                                                              | Canal St.              | CoD           | 8                 | 8             | x              | 1          | 1                |                   |                  | 1             |                  |                  | 1             |                 |                    |          |            |          |                   |          |             |          | x                 |
| Cheshire Park                                                                                                                  | 418 Cheshire Rd.       | CoD           | 5                 | 5             | x              | 1          |                  |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          | x                 |
| Eastside Park                                                                                                                  | 54 Rheem St.           | CoD           | 4                 | 4             |                | 1          | 1                |                   |                  |               |                  | 1                |               |                 |                    | 1        |            |          |                   |          |             |          | x                 |
| Kensington Place Park                                                                                                          | Ashburn Dr.            | CoD           | 12                | 12            | x              | 1          | 0.5              |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          | x                 |
| Lexington Glen Park                                                                                                            | 0 Providence Ln.       | CoD           | 8                 | 8             |                | 1          |                  |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          |                   |
| Locust Curve Park                                                                                                              | Tar Heel Dr.           | CoD           | 3                 | 3             | x              | 1          |                  |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          | x                 |
| Glenross Park                                                                                                                  | 910 Ballater Dr.       | CoD           | 7                 | 7             |                | 1          | 0.5              |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          | x                 |
| Marvin Lane Park                                                                                                               | 70 Marvin Ln.          | CoD           | 1                 | 1             | x              | 1          |                  |                   |                  |               |                  |                  |               |                 |                    |          | 1          |          |                   |          |             |          |                   |
| Nottingham Park                                                                                                                | 699 Buehler Dr.        | CoD           | 6                 | 7             |                | 1          | 1                |                   |                  |               |                  |                  | 1             |                 |                    |          |            |          |                   |          |             |          |                   |
| Oakhurst Park                                                                                                                  | 0 Bruce Rd.            | CoD           | 3                 | 4             |                | 1          | 1                |                   |                  |               |                  |                  |               |                 |                    | G        |            |          |                   |          |             |          |                   |
| Ross Street Park                                                                                                               | 154 S. Liberty St.     | CoD           | 1                 | 3             |                |            |                  |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          | x x               |
| Shelbourne Forest Park                                                                                                         | 0 Executive Blvd.      | CoD           | 6                 | 6             |                |            |                  |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          | x                 |
| Stratford Woods Park                                                                                                           | 318 Hawthorne Blvd.    | CoD           | 15                | 15            | x              | 1          | 0.5              |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          | x                 |
| Sunnyview PPG Park                                                                                                             | 289 Cobblestone Dr.    | CoD           | 5                 | 5             |                | 1          | 1                |                   |                  |               |                  |                  | 1             |                 |                    |          |            |          |                   |          |             |          |                   |
| Wetlands Park                                                                                                                  | 840 Mill Run Xing      | CoD           | 38                | 71            | x              |            |                  |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          | 1           | x        | x                 |
| <b>Neighborhood Park Total</b>                                                                                                 |                        |               | <b>124</b>        | <b>161</b>    |                | <b>13</b>  | <b>6.5</b>       | <b>0</b>          | <b>0</b>         | <b>1</b>      | <b>0</b>         | <b>1</b>         | <b>3</b>      | <b>0</b>        | <b>0</b>           | <b>2</b> | <b>0</b>   | <b>0</b> | <b>0</b>          | <b>0</b> | <b>1</b>    | <b>0</b> |                   |
| <b>Community Parks</b>                                                                                                         |                        |               |                   |               |                |            |                  |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          |                   |
| Blue Limestone                                                                                                                 | 4 King Ave.            | CoD           | 18                | 18            |                | 2          |                  |                   | 2                |               |                  |                  |               |                 |                    | 2        |            | 1        |                   |          |             |          | x                 |
| Mingo                                                                                                                          | Lincoln Ave.           | CoD           | 55                | 61            | x              | 2          | 2                |                   |                  | 4             |                  | 6                | 15            |                 | 1                  | 2        | 1          | 3        | 1                 |          | 2           | x        | x                 |
| Smith                                                                                                                          | 1302 Troy Rd           | CoD           | 50                | 50            |                | 2          | 2                | 3                 |                  | 4             |                  |                  | 5             | 2               |                    | 2        |            | 2        |                   |          |             | x        | x                 |
| Veterans                                                                                                                       | 201 Veterans Dr.       | CoD           | 28                | 60            | x              | 1          |                  |                   |                  |               |                  |                  | 5             |                 | 1                  |          |            | 1        | 1                 |          |             | x        | x                 |
| <b>Community Park Total</b>                                                                                                    |                        |               | <b>151</b>        | <b>189</b>    |                | <b>7</b>   | <b>4</b>         | <b>3</b>          | <b>2</b>         | <b>8</b>      | <b>0</b>         | <b>6</b>         | <b>25</b>     | <b>2</b>        | <b>2</b>           | <b>6</b> | <b>1</b>   | <b>7</b> | <b>2</b>          | <b>0</b> | <b>2</b>    |          |                   |
| <b>Total Parks</b>                                                                                                             |                        |               | <b>303</b>        | <b>378</b>    |                | <b>26</b>  | <b>12</b>        | <b>3</b>          | <b>3</b>         | <b>10</b>     | <b>0</b>         | <b>8</b>         | <b>28</b>     | <b>2</b>        | <b>2</b>           | <b>8</b> | <b>1</b>   | <b>7</b> | <b>2</b>          | <b>1</b> | <b>2</b>    |          |                   |
| <b>Special Use</b>                                                                                                             |                        |               |                   |               |                |            |                  |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          |                   |
| Hidden Valley GC                                                                                                               |                        |               | 32                | 38            |                |            |                  |                   |                  |               |                  |                  |               |                 |                    | 1        |            | 1        |                   |          |             |          | x                 |
| Oak Grove Cemetery                                                                                                             |                        |               | 71                | 71            |                |            |                  |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          |                   |
| <b>Total Special Use Areas</b>                                                                                                 |                        |               | <b>103</b>        | <b>109</b>    |                |            |                  |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          |                   |
| CoD- City of Delaware<br>HOA- Home Owners Association<br>1- Soccer fields at neighborhood parks are utilized for practice only |                        |               |                   |               |                |            |                  |                   |                  |               |                  |                  |               |                 |                    |          |            |          |                   |          |             |          |                   |

### Pocket Parks

Pocket parks or Mini Parks serve a limited population area as recreational and beautification space. Pocket Parks typically serve an area populated within ¼ mile radius and are typically 1 acre or less in size although there are exceptions. Facilities can include a play area for young children, beautification areas, bike racks, benches and small picnic facilities, community gardens, or the site could potentially be used for hosting community activities or performing arts events. Beautification areas are landscaped areas along with natural areas and community gateways and plazas. Facilities and features typically not included are off-street parking or restrooms, exceptions can be made for larger sites.

#### NRPA Standard:

- Less than a ¼ mile service radius.
- 2,500 square feet up to one acre (the former NRPA standards listed pocket parks as having .25 acres per 1,000 residents).
- Typical size .25-1 acre.



### Neighborhood Parks

Neighborhood parks serve as the recreational and social centers and remain the basic unit of a park system geared for drop-in use. Parks are generally designed to focus on informal and passive recreation needs of all ages within a given neighborhood. The park is primarily in a single-family residential area on level and open areas that are easily accessible. Potential offsets can include school grounds, state or county open spaces. Facilities can include playgrounds, information kiosks, areas for picnicking/neighborhood events, game fields or courts, walking trails, small natural areas, parking spaces, restrooms, shelters, bike racks, trail connections. Facilities and features typically not included are where permanent recreational activities would create impact with overuse or where full public access is not provided.

#### NRPA Standard:

- Serve an area within a ¼ mile to ½ mile service radius.
- 5-10 acres is considered optimal, particularly in medium and high-density neighborhoods (the former NRPA standards listed neighborhood parks as having 2.0 acres per 1,000 residents).
- Typical size 5-10 acres.

### Community Parks

Community Parks serve a broader purpose than neighborhood or pocket parks by meeting community-based recreation, open space and public gathering needs. These parks may include off street parking, athletic facilities, recreation centers, natural areas, walking paths, picnic areas, shelters and information kiosks. Community Parks are generally accessed by arterial collector streets and are in proximity to community and regional trail networks. These parks serve multiple neighborhoods with special amenities serving the residents of the entire City.

#### NRPA Standard:

- Serve an area within a 1-3 mile radius.

- 25 + acres is considered optimal (the former NRPA standards listed community parks as having 5-8 developed acres per 1,000 residents)
- Typical size 30-50 acres (50% for passive recreation)

**Regional Parks**

Regional parks are typically very large sites, encompassing unique qualities that exemplify the natural features, diverse land formations, and the variety of vegetation and wildlife found in the region. These areas serve the city and beyond with passive and active recreation. Examples of the types of facilities provided include environmental centers, nature trails, swimming, camping, fishing, boating and picnicking. The City of Delaware has several regional parks in the area listed below:

**Delaware State Park** (Ohio Department of Natural Resources)- 2,016 acres

**Alum Creek State Park** (Ohio Department of Natural Resources)- 4,630 acres

**Logan Parcel** (future park- Preservation Parks)- 108 acres

**Stratford Ecological Center**- 193 acres

**Gallant Woods/Farm** (Preservation Parks)- 243 acres

**NRPA Standard**

- Serve an area within a 15 mile radius.
- The former NRPA standards listed regional parks as having 10 acres per 1,000 residents.
- Typically a minimum of 200 acres; up to 1,000 acres.

*Regional parks are extremely abundant near the City of Delaware*

- Delaware State Park -1.6 miles
- Alum Creek State- 1.8 miles
- Gallant Woods/Farm Preserve- 1.2 miles
- Stratford Woods – 0.2 miles
- Highbanks Metro Park – 6.0 miles

*City is lacking pedestrian/ bike access.*

The City of Delaware has over 7,000 acres of Regional Parks within 2 miles of the corporation limits. The City is well within the standards for regional parks and is abundant with regional parks in the area and well into the future. One goal would be to provide bike and pedestrian connections to the surrounding regional parks. The simple addition of relatively short trails and greenways to these areas would provide the residents with great recreational opportunities with minimal investment.



At the end of this report there are two pages showing a **Community Park Analysis** and a **Pocket & Neighborhood Park Analysis**. The plans compare existing parks and service area overlaid on the municipal boundary to show gaps in the existing recreational level of service.

The **Community Park Analysis** plan shows a significant void in the southern portion of the city. As this area continues to grow, a single or multiple new community parks will be needed to meet the recreational needs. Preservation Parks has acquired a parcel of land between Pollock Road and Berlin Station Road and will implement a passive park in the next few years. There is an opportunity to partner with them to provide a comprehensive park that would benefit the community. The City would need to acquire additional lands adjacent to the parcel to add active recreational amenities. This comprehensive park could be linear in form but a connection to the Olentangy River would be a benefit. The immediate

need would be to focus efforts on a community park further south where the residential development has quickly grown.

The **Pocket & Neighborhood Parks Analysis** plan shows scattered voids but overall has an adequate coverage supplemented by Community Parks and schools. The western boundary of the city shows some voids west of Houk Road. New developments have stressed the recreational needs in this area and the need for additional neighborhood parks should be reviewed. The east side of city, at the Lake St. & Vernon Ave. vicinity has a need for a small neighborhood park to fill that recreational void. A local community survey could validate the need for a neighborhood park in this area.



As development continues the city will pursue pocket park development and maintenance to be funded by each development and local HOA. The city staff and Parks Board should review all proposed neighborhood and pocket parks to promote a unified park look that addresses the recreational needs of the community.

The following table compares the existing Level Of Service (LOS) with NRPA guidelines. The last set of guidelines published by the NRPA in 1996 encourages communities to develop their own standards. Each city must determine the appropriate LOS required to meet specific needs of its residents. The city of Delaware would need to complete a public survey to accurately project an appropriate LOS but for this report we have utilized Park Board and staff knowledge.

**2017 PARKS AND RECREATION INVENTORY**

|                                      | City of Delaware | YMCA National Guard | Delaware City Schools | Home Owners Assoc. | Total Inventory | Current Service Level based upon population | National Average Service Level | Recommended Service Levels; Revised for Local Service Area | 2016 Parks and Recreation Standards |                                        | 2021 Parks and Recreation Standards |                                        |
|--------------------------------------|------------------|---------------------|-----------------------|--------------------|-----------------|---------------------------------------------|--------------------------------|------------------------------------------------------------|-------------------------------------|----------------------------------------|-------------------------------------|----------------------------------------|
|                                      |                  |                     |                       |                    |                 |                                             |                                |                                                            | Meets Standard/Need Exists          | Additional Facilities/Amenities Needed | Meets Standard/Need Exists          | Additional Facilities/Amenities Needed |
| <b>Parks (Acres)</b>                 |                  |                     |                       |                    |                 |                                             |                                |                                                            |                                     |                                        |                                     |                                        |
| Pocket Parks                         | 1                |                     |                       | 27                 | 28              | 0.72 acres per 1,000                        | 0.50 acres per 1,000           | 0.50 acres per 1,000                                       | Meets Standard                      | Acres (\$)                             | Meets Standard                      | (7.25) Acres (\$)                      |
| Neighborhood Parks                   | 161              |                     |                       |                    | 161             | 4.14 acres per 1,000                        | 2.00 acres per 1,000           | 2.00 acres per 1,000                                       | Meets Standard                      | Acres (\$)                             | Meets Standard                      | (78.00) Acres (\$)                     |
| Community Parks                      | 189              |                     |                       |                    | 189             | 4.86 acres per 1,000                        | 5.00 acres per 1,000           | 4.00 acres per 1,000                                       | Meets Standard                      | Acres (\$)                             | Meets Standard                      | (23.00) Acres (\$)                     |
| Regional Parks (others)              |                  |                     |                       |                    | 7,000           | 180.12 acres per 1,000                      | 10.00 acres per 1,000          | 10.00 acres per 1,000                                      | Meets Standard                      | Acres (\$)                             | Meets Standard                      | (6585.00) Acres (\$)                   |
| Greenways                            |                  |                     |                       |                    | 0               | 0.00 acres per 1,000                        | 2.00 acres per 1,000           | 4.00 acres per 1,000                                       | <b>Need Exists</b>                  | 155 Acres (\$)                         | <b>Need Exists</b>                  | 166.00 Acres (\$)                      |
| Special Use Areas                    | 109              |                     |                       |                    | 109             | 2.80 acres per 1,000                        | 2.00 acres per 1,000           | 2.00 acres per 1,000                                       | Meets Standard                      | Acres (\$)                             | Meets Standard                      | (26.00) Acres (\$)                     |
| <b>Total Park Acres</b>              | <b>460</b>       |                     |                       | <b>27</b>          | <b>487</b>      | <b>192.65 acres per 1,000</b>               | <b>9.50 acres per 1,000</b>    | <b>15.00 acres per 1,000</b>                               | <b>Need Exists</b>                  | <b>96 Acres (\$)</b>                   | <b>Need Exists</b>                  | <b>135.50 Acres (\$)</b>               |
| <b>Outdoor Amenities</b>             |                  |                     |                       |                    |                 |                                             |                                |                                                            |                                     |                                        |                                     |                                        |
| Shelter                              | 8                |                     |                       |                    | 8               | 1 site per 4,868                            | 1 site per 2,000               | 1 site per 2,000                                           | <b>Need Exists</b>                  | 2 Site (\$)                            | <b>Need Exists</b>                  | 2 Site (\$)                            |
| Baseball (Youth)                     | 8                |                     | 2                     |                    | 10              | 1 field per 3,895                           | 1 field per 6,500              | 1 field per 4,000                                          | Meets Standard                      | Field (\$)                             | Meets Standard                      | Field (\$)                             |
| Rectangular Field-Football/Lacrosse  | 2                |                     | 3                     |                    | 5               | 1 field per 7,773                           | 1 field per 25,000             | 1 field per 10,000                                         | Meets Standard                      | Field (\$)                             | Meets Standard                      | Field (\$)                             |
| Rectangular Field-Soccer             | 28               |                     | 3                     |                    | 31              | 1 field per 1,254                           | 1 field per 7,000              | 1 field per 2,000                                          | Meets Standard                      | Field (\$)                             | Meets Standard                      | Field (\$)                             |
| Rectangular Field-Cricket            |                  |                     |                       |                    |                 | NA field per                                | 1 field per 200,000            | 1 field per 50,000                                         | Meets Standard                      | Field (\$)                             | Meets Standard                      | Field (\$)                             |
| Softball Fields (Youth)              |                  |                     | 3                     |                    | 3               | 1 field per 12,954                          | 1 field per 10,000             | 1 field per 10,000                                         | <b>Need Exists</b>                  | 1 Field (\$)                           | <b>Need Exists</b>                  | 1 Field (\$)                           |
| Softball Fields (Adult)              | 3                |                     |                       |                    | 3               | 1 field per 12,954                          | 1 field per 12,000             | 1 field per 20,000                                         | Meets Standard                      | Field (\$)                             | Meets Standard                      | Field (\$)                             |
| Basketball Courts                    | 10.5             |                     | 14                    |                    | 25.5            | 1 court per 1,524                           | 3 court per 7,000              | 1 court per 2,000                                          | Meets Standard                      | Court (\$)                             | Meets Standard                      | Court (\$)                             |
| Tennis Courts                        | 9                |                     | 8                     |                    | 18              | 1 court per 2,159                           | 1 court per 4,000              | 1 court per 5,000                                          | Meets Standard                      | Court (\$)                             | Meets Standard                      | Court (\$)                             |
| Playgrounds (youth & tot)            | 21               |                     | 4                     |                    | 29              | 1 site per 1,340                            | 1 site per 3,500               | 1 site per 3,000                                           | Meets Standard                      | Site (\$)                              | Meets Standard                      | Site (\$)                              |
| Dog Parks                            |                  |                     |                       |                    | 1               | 1 site per 38,863                           | 1 site per 43,000              | 1 site per 50,000                                          | <b>Need Exists</b>                  | 1 Site (\$)                            | <b>Need Exists</b>                  | 1 Site (\$)                            |
| Volleyball Pit                       |                  |                     |                       |                    | 0               | 0 site per                                  | 1 site per 20,000              | 1 site per 40,000                                          | <b>Need Exists</b>                  | 1 Site (\$)                            | <b>Need Exists</b>                  | 1 Site (\$)                            |
| Skate Park                           |                  |                     |                       |                    | 1               | 1 site per 38,863                           | 1 site per 50,000              | 1 site per 50,000                                          | Meets Standard                      | Site (\$)                              | Meets Standard                      | Site (\$)                              |
| Multi-Use Trails (all surface miles) | 25               |                     |                       |                    | 25              | 0.64 miles per 1,000                        | 0.4 miles per 1,000            | 0.7 miles per 1,000                                        | <b>Need Exists</b>                  | 2 Mile (\$)                            | <b>Need Exists</b>                  | 4 Mile (\$)                            |
| Golf Courses                         | 1                |                     |                       |                    | 1               | 1 site per 38,863                           | 1 site per 50,000              | 1 site per 100,000                                         | Meets Standard                      | Site (\$)                              | Meets Standard                      | Site (\$)                              |
| Outdoor Pools                        | 1                |                     |                       |                    | 1               | 1 site per 38,863                           | 1 site per 35,000              | 1 site per 50,000                                          | Meets Standard                      | Site (\$)                              | Meets Standard                      | Site (\$)                              |
| Spray Park                           | 1                |                     |                       |                    | 1               | 1 site per 38,863                           | 1 site per 25,000              | 1 site per 25,000                                          | <b>Need Exists</b>                  | 1 Site (\$)                            | <b>Need Exists</b>                  | 1 Site (\$)                            |
| <b>Indoor Amenities</b>              |                  |                     |                       |                    |                 |                                             |                                |                                                            |                                     |                                        |                                     |                                        |
| Recreation Centers (Square Feet)     | 94,300           | 55,000              |                       |                    | 149,300         | 3.84 SF per person                          | 1.5 SF per person              | 1.5 SF per person                                          | Meets Standards                     | Square Ft                              | Meets Standard                      | Square Ft                              |
| <b>2021 Estimated Population</b>     |                  |                     |                       |                    |                 |                                             |                                |                                                            |                                     |                                        |                                     |                                        |
| 2021 estimated population            | 28,833           |                     |                       |                    |                 |                                             |                                |                                                            |                                     |                                        |                                     |                                        |
| 2021 estimated population            | 41,500           |                     |                       |                    |                 |                                             |                                |                                                            |                                     |                                        |                                     |                                        |

1. Special Use Area acres include Hidden Valley Golf Course and Oak Grove Cemetery



The demand for youth baseball fields is expected to continue to grow. The current demand is supplemented by use of existing fields at local schools. The Parks and Natural Resource Department can continue to work with local schools to meet current demand but future needs will likely require an expansion of the youth baseball fields.

One important note is that southern portion of the city is experiencing great growth, particularly with the Olentangy Youth Athletic Association (OYAA). At the time of this report the city was just beginning discussions to explore their athletic field/court needs. Preliminary discussions indicate that the OYAA needs will be quite significant and as discussions continue we will need to address the needs of this organization as well. One initial view is a potential for sports complex that includes baseball/softball, soccer fields and indoor athletic courts for basketball/volleyball and training, in addition to multi-use athletic fields in a new community park. In 2017, the City of Delaware will need to make progress on determining potential sites for a new community park and engage the local community to adequately meet the current recreation needs and plan for future recreation needs.

## **Greenway Trails**

The 25 miles of trails in the City of Delaware include asphalt and gravel trails, 95% of the trails are asphalt. Trails are the most popular recreational activity for residents and trail development remains a high priority for Parks and Natural Resources.

Greenways provide an important component of the overall park system and are very similar to natural areas with the primary difference being an emphasis on pedestrian trails found in the greenway system. The linear corridors contribute to the city's ability to preserve and protect natural areas, ecological features and historical assets. Greenways:

- Serve as alternative non-motorized transportation facilities.
- Provide links between parks, schools, neighborhoods, commercial areas and cultural destination points.
- Emphasize harmony with the natural environment.
- Provide safe pedestrian movement.
- Provide resource based outdoor recreational opportunities.
- Enhance adjacent property values.
- Provide linear parks and open spaces.
- Provide corridors that can naturally improve water quality and storm water infiltration.

New multi-use trails will be developed in accordance with the 2016 Bike Plan, with a goal of having an interconnected system of primary and secondary trails throughout the city as well as a variety of trails within all appropriate parks and greenspace.

There are currently no public greenways in the City of Delaware but there are many opportunities to develop greenways that would center around existing waterways. The Olentangy River offers a central spine that would be considered a great resource to the community that could also benefit to protecting watersheds and natural resources. Branching off the Olentangy River are the Delaware Run and Mill Run tributaries which would significantly enhance the greenway network. Trails and Greenways are great partners and should be considered jointly in these situations

In summary, the recreational needs of Delaware are currently meeting the needs of the community but with the surging population the recreational demands will grow concurrently so it will be important to plan for future growth. There are gaps in recreational service and addressing these gaps is important. Finally, there are tremendous recreational opportunities within and surrounding Delaware. The natural setting of the Olentangy River should be protected and opened to the public to provide a passive recreational space that connects various regions of the city. In addition, there are several regional parks surrounding the city which could be accessed, amplifying the recreational opportunities for residents.



## FACT SHEET

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AGENDA ITEM NO: 10

DATE: 08/28/2017

ORDINANCE NO: 17-59

RESOLUTION NO:

READING: FIRST

PUBLIC HEARING: NO

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TO: Mayor and Members of City Council

FROM: R. Thomas Homan, City Manager

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

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**TITLE OF PROPOSED ORDINANCE/RESOLUTION:**

AN ORDINANCE SUPPLEMENTING THE 2017 APPROPRIATIONS ORDINANCE TO PROVIDE ADDITIONAL FUNDING FOR THE TAXIWAY DESIGN AND RECONSTRUCTION GRANT AND DECLARING AN EMERGENCY.

**BACKGROUND:**

Resurfacing of Taxiway A (west) represents the final phase of the airport runway extension project. The 800 LF extension of runway 10 was completed in 2016 along with reconstruction of the east half of Taxiway A. The project was designed in 2016 with an estimated construction cost of \$440,686. The project was bid in spring of 2017 with construction costs coming in at \$566,249 or \$125,563 over the estimated cost. An FAA application for funding was submitted in July and subsequently approved for the higher construction cost. The project is scheduled to commence construction in September and should be completed by end of October with minimal disruption to daily airport operations. 95% of the total project cost will be covered through FAA and ODOT funding sources. An additional \$6,278 of local funding is required over the \$22,035 appropriated for the project in the 2017 budget.

**REASON WHY LEGISLATION IS NEEDED:**

The 2017 appropriations ordinance included local costs and anticipated federal and state reimbursements based on the lower project estimate. A supplemental appropriation is necessary to reflect the higher grant funding available and minor increase in local funding.

**COMMITTEE RECOMMENDATION:**

N/A

**FISCAL IMPACT(S):**

Requires additional \$6,278 in local funding to be appropriated toward this project.

**POLICY CHANGES:**

N/A

**PRESENTER(S):**

William L. Ferrigno, P.E., Director of Public Works

**RECOMMENDATION:**

Approval First Reading

**ATTACHMENT(S)**

N/A

ORDINANCE NO. 17-59

AN ORDINANCE SUPPLEMENTING THE 2017 APPROPRIATIONS ORDINANCE TO PROVIDE ADDITIONAL FUNDING FOR THE TAXIWAY DESIGN AND RECONSTRUCTION GRANT AND DECLARING AN EMERGENCY.

WHEREAS, the City applied for and received Federal Aviation Administration (FAA) funding for the Taxiway A design and construction project with an estimated total cost of \$440,687; and

WHEREAS, the actual bid amount for the project came in \$125,562 above the engineers original estimate; and

WHEREAS, ninety-five percent of the increased project cost will be covered by grant funds and the City's grant match amount (5%) will go up by \$6,278; and

WHEREAS, a supplemental appropriation will be necessary to award the improvement contract.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF DELAWARE, OHIO THAT:

SECTION 1. That there is hereby appropriated from the unencumbered balance of the Capital Improvement Fund \$6,278 increasing the following account:

Transfer to FAA Airport Grant Fund (410-4107-5732)                      \$ 6,278

SECTION 2. That there is hereby appropriated from the unencumbered balance of the FAA Airport Grant Fund \$279,507 increasing the following account:

Taxiway A Design/Construction (430-4318-5702)                      \$279,507

SECTION 3. That the existing appropriation in the FAA Airport AIP Grant Fund is reduced by \$153,945 decreasing the following account:

Taxiway A Design/Construction (431-4315-5535)                      (\$153,945)

SECTION 4. This Council finds and determines that all formal actions of this Council and any of its committees concerning and relating to the passage of this Ordinance were taken in an open meeting of this Council, and that all

deliberations of this Council and any of its committees that resulted in those formal actions were in meetings open to the public, all in compliance with the law including Section 121.22 of the Revised Code.

SECTION 5. EMERGENCY CLAUSE. That this ordinance is hereby declared to be an emergency measure necessary to provide for the public peace, safety, health and welfare of the City, and to secure contract bid pricing beyond the agreed upon bid guarantee time period, and as such will 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



## FACT SHEET

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AGENDA ITEM NO: 11

DATE: 08/28/2017

ORDINANCE NO: 17-60

RESOLUTION NO:

READING: FIRST

PUBLIC HEARING: NO

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TO: Mayor and Members of City Council

FROM: R. Thomas Homan, City Manager

VIA: Darren Shulman, City Attorney

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**TITLE OF PROPOSED ORDINANCE/RESOLUTION:**

AN ORDINANCE SUPPLEMENTING THE 2017 APPROPRIATIONS ORDINANCE TO PROVIDE ADDITIONAL FUNDING FOR AN AGREEMENT WITH MEDROCK, LLC, AND DECLARING AN EMERGENCY.

**BACKGROUND:**

This supplemental provides funding for an agreement to resolve issues arising as a result of the construction of the Delaware Community Center YMCA and the connected Veteran's Park. As part of the construction of the Delaware Community Center, the City purchased land from Medrock and agreed to reimburse Medrock for dirt it purchases that it would otherwise have been able to obtain from the purchased land. This remains an open obligation. Part of the project involved building a retention pond to collect storm water. The interpretation of agreement, and associated addendums and agreements, has caused some issues to arise between the parties. This agreement resolves all of the open points of controversy between Medrock and the City.

**REASON WHY LEGISLATION IS NEEDED:**

Without a supplemental, the City will be unable to meet its financial obligations under this agreement.

**COMMITTEE RECOMMENDATION:**

None

**FISCAL IMPACT(S):**

\$400,000

**POLICY CHANGES:**

None

**PRESENTER(S):**

Darren Shulman, City Attorney

**RECOMMENDATION:**

**ATTACHMENT(S)**

Draft Agreement

ORDINANCE NO. 17-60

AN ORDINANCE SUPPLEMENTING THE 2017 APPROPRIATIONS ORDINANCE TO PROVIDE ADDITIONAL FUNDING FOR AN AGREEMENT WITH MEDROCK, LLC, AND DECLARING AN EMERGENCY.

WHEREAS, the City of Delaware and Medrock, LLC seek to resolve all issues arising out of the Real Estate Purchase Contract between the City of Delaware and Medrock LLC (12/20/05), the Addendum to Section (16) of the contract dated 11/19/2010 and the Agreement regarding construction of South Houk Road between the City and Medrock LLC (10/05); and

WHEREAS, the City and Medrock have reached an agreement, subject to execution and funding by the City; and

WHEREAS, pursuant to this agreement the City will make a payment totaling \$400,000 provided Medrock completes agreed upon improvements within eighteen months of approval of the design of those improvements; and

WHEREAS, a portion of the payment results from storm water infrastructure and a portion results from recreational levy projects; and

WHEREAS, the 2017 Budget does not include an appropriation sufficient to pay the agreed upon amount; and

WHEREAS, a supplemental appropriation will be necessary to make the payments as scheduled in the agreement.

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

SECTION 1. That there is hereby appropriated from the unencumbered balance of the Storm Water Fund \$165,000 increasing the following account:

|                      |                 |           |
|----------------------|-----------------|-----------|
| Houk Rd. Storm Sewer | (203-0204-5553) | \$165,000 |
|----------------------|-----------------|-----------|

SECTION 2. That there is hereby appropriated from the unencumbered balance of the Recreation Income Tax Fund \$235,000 increasing the following account:

|                            |                 |           |
|----------------------------|-----------------|-----------|
| Houk Rd. Site Improvements | (233-0233-5501) | \$235,000 |
|----------------------------|-----------------|-----------|

SECTION 3. This Council finds and determines that all formal actions of this Council and any of its committees concerning and relating to the passage of this Ordinance were taken in an open meeting of this Council, and that all

deliberations of this Council and any of its committees that resulted in those formal actions were in meetings open to the public, all in compliance with the law including Section 121.22 of the Ohio Revised Code.

SECTION 4. EMERGENCY CLAUSE. That this ordinance is hereby declared to be an emergency measure necessary to provide for the public peace, safety, health and welfare of the City and for the further reason to allow the City to make the agreed upon first payment within the established timeframe which will facilitate construction of the necessary improvements, and as such will be in full force and effect immediately upon its passage.

VOTE ON RULE SUSPENSION:

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

VOTE ON EMERGENCY CLAUSE:

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

PASSED: \_\_\_\_\_, 2017

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

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

\_\_\_\_\_  
MAYOR

## Settlement Agreement

The parties, The City of Delaware (“City”) and Medrock, LLC (“Medrock”) enter into the following agreement to resolve all issues arising out of the Real Estate Purchase Contract (“Contract”) between the City of Delaware and Medrock LLC (12/20/05), the Addendum to Section (16) of the contract dated 11/19/2010 (“Addendum”) and the Agreement regarding construction of South Houk Road (“Agreement”) between the City and Medrock LLC (10/05). The City’s participation in this settlement does not indicate any flaw in the City’s design and construction of the existing storm water retention basin that was constructed for the purpose of meeting the storm water management requirements associated with the development of the Delaware Community Center YMCA/Veterans Park development.

1. The City will pay Medrock a total of \$400,000 under this Settlement Agreement. \$165,000 of this total shall be paid upon execution of this Agreement, which will be presented to City Council for approval the first meeting occurring after the parties finalize the language. The balance of the \$400,000 will be paid upon completion of the construction of the storm sewer lines connecting both the existing Delaware Community Center YMCA/Veterans Park retention basin, and the proposed retention pond on Medrock’s property, to the existing storm sewer collection system, as referenced and shown in section \_\_\_\_ of the approved final engineering plans, attached as exhibit A, provided Medrock begins design work upon execution of the agreement and the construction is completed within 18 months of approval of the design. Construction will be considered complete upon acceptance of the public improvements associated with the retention pond on Medrock’s property and related storm sewer lines and facilities, \_\_ and verification that construction is consistent with final engineering plans with the production of “as built” engineering plans.
2. In so agreeing to the connection of both the existing Delaware Community Center YMCA/Veterans Park retention basin and the proposed retention pond on Medrock’s property to the existing storm sewer collection system located along Medrock’s east property line, the City, the City Engineer and Medrock also agree to the following:
  - a. It is anticipated that runoff from approximately +/- 9% of the remaining undeveloped Medrock property will be directed to the existing Delaware Community Center YMCA/Veterans Park pond for stormwater management. Runoff from the remaining approximately +/-91% of the undeveloped Medrock property will be directed to the proposed retention pond on Medrock’s property constructed at Medrock’s expense.
  - b. Slight modifications to the Delaware Community Center YMCA/Veterans Park pond inlet and outlet structures will be required.
  - c. The parties will work together to finalize details to produce a final stormwater plan and final engineering plans.
3. The payment identified herein and the completion of the agreed improvements by Medrock at its expense will resolve all remaining claims by Medrock arising out the Contract and Addendum and satisfy all City responsibilities remaining under the Contract, Addendum, and Agreement

including but not limited to the requirement to supply dirt to Medrock, the location of the retention basin, provision of utilities, and access to the City's existing retention basin for use by property being developed by Medrock, and/or any other claims, issues or controversies related to this matter.

4. The parties recognize that it may be necessary from time to time for Medrock to make adjustments to the approved development plan as referenced in the Willowbrook Farm Tract Planned Unit Development (PUD) dated 8/3/1999, which currently has a maximum of 155 dwelling units in Multi-Family Area 4 and 140 dwelling units in Multi-Family Area 3. Medrock has indicated that it wishes to decrease the number of units in one area and increase the number of units in a different area as well as adjust the unit types in one area. This proposal will be pursued through the planning and development process in the normal course and under standard City approval procedures for a zoning amendment and development plan. The City Administration and Medrock will work together towards approval of adjustments, provided the net units decrease in number.

ORDINANCE NO. [ ]

AN ORDINANCE AMENDING THE NEGLECT OF COMPANION ANIMALS SECTION OF THE ANIMAL AND FOWLS CHAPTER OF THE GENERAL OFFENSES CODE.

WHEREAS, continuous restraint of companion animals to outdoor stationary objects can present a safety hazard to both animals and persons.

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

SECTION 1. The Neglect of Companion Animals Section is amended as follows:

**505.25 - Neglect of companion animals.**

(a) **Definitions**

For purposes of this section,

(1) "neglect" shall mean any act or omission which fails to provide appropriate care for, or attention to, any companion animal; or which has caused or may cause injury or unnecessary suffering to any companion animal.

(2) "Tether" means a rope, chain, cord, dog run or pulley, or similar restraint for holding an animal in place that allows a radius in which the animal can move about.

(3) "Serious physical harm" shall have the same meaning as O.R.C. 951.31.

(b)

No person having charge of any companion animal shall neglect it, who confines or who is the custodian or caretaker of a companion animal shall negligently do any of the following:

(c)

The following are guidelines to appropriate care or attention:

(1)

**Fail to provide shelter for the companion animal** must be provided which is dry, sanitary, and of suitable size.

(2)

Commented [CEB1]: I've double checked the statutory definitions to make sure we won't accidentally encompass livestock (Per R.C. 959.131 (10) livestock is "horses, mules, and other equidae; cattle, sheep, goats, and other bovidae; swine and other suidae; poultry; alpacas; llamas; captive white-tailed deer; and any other animal that is raised or maintained domestically for food or fiber."

Commented [CEB2]: Likewise from H.B. 94.

Commented [CB3]: 12) "Serious physical harm" means any of the following:  
(a) Physical harm that carries an unnecessary or unjustifiable substantial risk of death;  
(b) Physical harm that involves either partial or total permanent incapacity;  
(c) Physical harm that involves acute pain of a duration that results in substantial suffering or that involves any degree of prolonged or intractable pain;  
(d) Physical harm that results from a person who confines or who is the custodian or caretaker of a companion animal depriving the companion animal of good, wholesome food and water that proximately causes the death of the companion animal.

~~Fail to provide~~ food and drink ~~must be provided~~ which is clean, of sufficient quantity and appropriately available to the animal when unattended.

(3)

~~Fail to provide~~ shelter ~~shall be provided~~ which allows for reasonable movement and exercise; which is free of mud, standing water, fecal matter, **insect or rodent infestation**, or other filth; and which allows for access to shelter and light in reasonable amounts.

(4)

~~Fail to obtain~~ Companion animals ~~must have~~ reasonably necessary veterinary care **for the companion animal**, including but not limited to immunizations against parvovirus, leukemia, and rabies.

~~(5)~~

(c)

Restraints **Tethers** of unattended companion animals **must be of a sufficient length to allow reasonable freedom of movement, without allowing** ~~not allow~~ the animal to leave the harborer's property and the area of restraint must be free of entangling objects.~~(6) Restraint devices~~ **Tethers** must be of suitable size and secured to the animal in such a manner that the animal will not be injured **or choked**.  
~~Restraints of unattended companion animals must be of sufficient length to allow reasonable freedom of movement.~~ **Strict liability is intended for enforcement of this section.**

(d)

Violation of this section is a minor misdemeanor punishable by a fine of up to one hundred fifty dollars (\$150.00) on a first offense and a second degree misdemeanor for a second offense within one year. **However, if a companion animal experiences serious physical harm as a result of a violation of **this** section, violation that section is a misdemeanor of the first degree.**

(e)

~~For purposes of enforcement of this section, **unless specifically stated otherwise**, strict liability is intended.~~

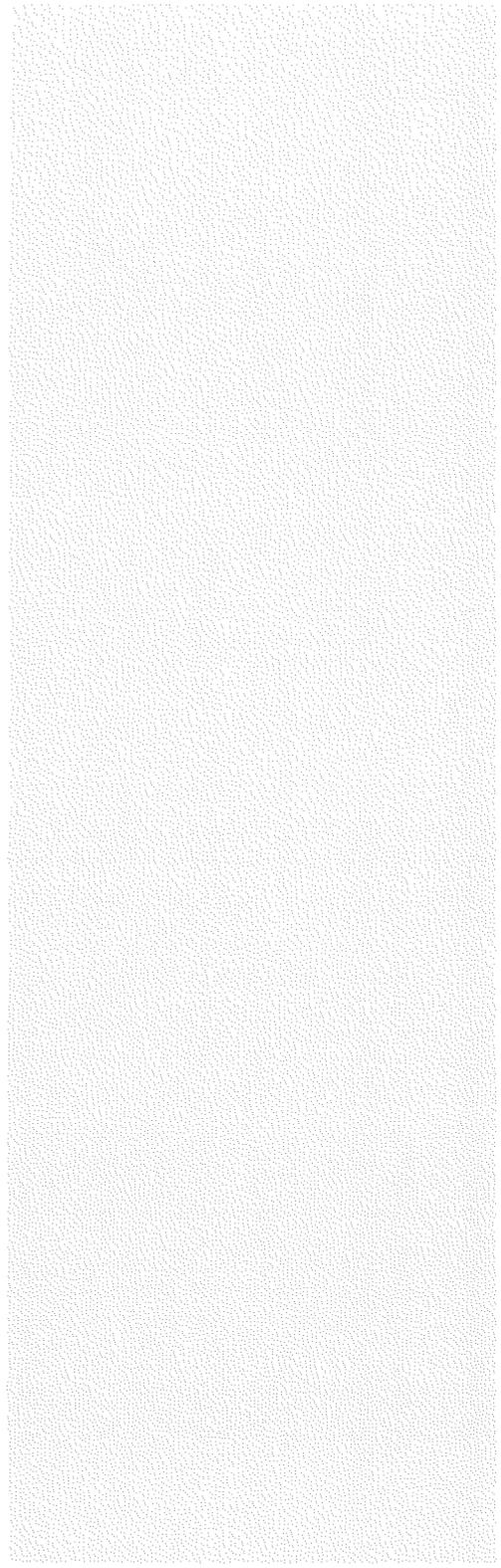
SECTION 2. This Council finds and determines that all formal actions of this Council and any of its committees concerning and relating to the passage of this Ordinance were taken in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in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

PASSED: \_\_\_\_\_, 2017

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

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

\_\_\_\_\_  
MAYOR



**As Introduced**

**131st General Assembly**

**Regular Session**

**2015-2016**

**H. B. No. 94**

**Representative Barnes**

**Cosponsors: Representatives Duffey, Lepore-Hagan, Ruhl**

---

**A BILL**

To amend section 959.99 and to enact section  
959.133 of the Revised Code to prohibit a person  
from negligently allowing an animal to be  
tethered outdoors under specified circumstances.

1  
2  
3  
4

**BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF OHIO:**

**Section 1.** That section 959.99 be amended and section  
959.133 of the Revised Code be enacted to read as follows:

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6

Sec. 959.133. (A) No person shall negligently allow an  
animal to be tethered outdoors in any of the following  
circumstances:

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8  
9

(1) For a total of more than six hours in a twenty-four-  
hour period and for not more than two consecutive hours without  
at least an hour between tetherings;

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12

(2) Between the hours of ten p.m. and six a.m.;

13

(3) If a heat or cold advisory or a severe weather warning  
has been issued by the national weather service for the area in  
which the animal is kept or harbored;

14  
15  
16

(4) If any of the following applies to the tether:

17

- (a) It is less than twenty feet in length. 18
- (b) It allows the animal to touch a fence or cross the property line of the owner's, keeper's, or harborer's property. 19  
20
- (c) It is attached by means of a pinch-type, prong-type, or choke-type collar, or the collar to which it is attached is unsafe or is not properly fitted. 21  
22  
23
- (d) It may cause injury to, or entanglement of, the animal. 24  
25
- (e) It is made of a material that is unsuitable for the animal's size and weight or that causes any unnecessary discomfort to the animal. 26  
27  
28
- (5) If the animal is not provided with a sanitary environment that is free of an accumulation of feces or other waste and insect or rodent infestation and of foul odor; 29  
30  
31
- (6) If no owner or occupant of the premises where the animal is kept or harbored is present. 32  
33
- (B) As used in this section, "tether" means a rope, chain, cord, dog run or pulley, or similar restraint for holding an animal in place that allows a radius in which the animal can move about. 34  
35  
36  
37
- Sec. 959.99.** (A) Whoever violates section 959.18 or 959.19 of the Revised Code is guilty of a minor misdemeanor. 38  
39
- (B) Except as otherwise provided in this division, whoever violates section 959.02 of the Revised Code is guilty of a misdemeanor of the second degree. If the value of the animal killed or the injury done amounts to three hundred dollars or more, whoever violates section 959.02 of the Revised Code is guilty of a misdemeanor of the first degree. 40  
41  
42  
43  
44  
45

(C) Whoever violates section 959.03, 959.06, 959.12, 46  
959.15, or 959.17 of the Revised Code is guilty of a misdemeanor 47  
of the fourth degree. 48

(D) Whoever violates division (A) of section 959.13 of the 49  
Revised Code is guilty of a misdemeanor of the second degree. In 50  
addition, the court may order the offender to forfeit the animal 51  
or livestock and may provide for its disposition, including, but 52  
not limited to, the sale of the animal or livestock. If an 53  
animal or livestock is forfeited and sold pursuant to this 54  
division, the proceeds from the sale first shall be applied to 55  
pay the expenses incurred with regard to the care of the animal 56  
from the time it was taken from the custody of the former owner. 57  
The balance of the proceeds from the sale, if any, shall be paid 58  
to the former owner of the animal. 59

(E) (1) Whoever violates division (B) of section 959.131 of 60  
the Revised Code is guilty of a misdemeanor of the first degree 61  
on a first offense and a felony of the fifth degree on each 62  
subsequent offense. 63

(2) Whoever violates section 959.01 of the Revised Code or 64  
division (C) of section 959.131 of the Revised Code is guilty of 65  
a misdemeanor of the second degree on a first offense and a 66  
misdemeanor of the first degree on each subsequent offense. 67

(3) Whoever violates division (D) of section 959.131 of 68  
the Revised Code is guilty of a felony of the fifth degree. 69

(4) Whoever violates division (E) of section 959.131 of 70  
the Revised Code is guilty of a misdemeanor of the first degree. 71

(5) (a) A court may order a person who is convicted of or 72  
pleads guilty to a violation of section 959.131 of the Revised 73  
Code to forfeit to an impounding agency, as defined in section 74

959.132 of the Revised Code, any or all of the companion animals 75  
in that person's ownership or care. The court also may prohibit 76  
or place limitations on the person's ability to own or care for 77  
any companion animals for a specified or indefinite period of 78  
time. 79

(b) A court may order a person who is convicted of or 80  
pleads guilty to a violation of section 959.131 of the Revised 81  
Code to reimburse an impounding agency for the reasonably 82  
necessary costs incurred by the agency for the care of a 83  
companion animal that the agency impounded as a result of the 84  
investigation or prosecution of the violation, provided that the 85  
costs were not otherwise paid under section 959.132 of the 86  
Revised Code. 87

(6) If a court has reason to believe that a person who is 88  
convicted of or pleads guilty to a violation of section 959.131 89  
of the Revised Code suffers from a mental or emotional disorder 90  
that contributed to the violation, the court may impose as a 91  
community control sanction or as a condition of probation a 92  
requirement that the offender undergo psychological evaluation 93  
or counseling. The court shall order the offender to pay the 94  
costs of the evaluation or counseling. 95

(F) Whoever violates section 959.14 of the Revised Code is 96  
guilty of a misdemeanor of the second degree on a first offense 97  
and a misdemeanor of the first degree on each subsequent 98  
offense. 99

(G) Whoever violates section 959.05 or 959.20 of the 100  
Revised Code is guilty of a misdemeanor of the first degree. 101

(H) Whoever violates section 959.16 of the Revised Code is 102  
guilty of a felony of the fourth degree for a first offense and 103

a felony of the third degree on each subsequent offense. 104

(I) Whoever violates section 959.133 of the Revised Code 105  
is guilty of a minor misdemeanor on the first offense, a 106  
misdemeanor of the fourth degree on the second offense, and a 107  
misdemeanor of the first degree on the third or any subsequent 108  
offense. However, if an animal becomes sick or injured as a 109  
result of a violation of that section, whoever violates that 110  
section is guilty of a misdemeanor of the first degree. 111

**Section 2.** That existing section 959.99 of the Revised 112  
Code is hereby repealed. 113

**Section 3.** This act shall be known as the Animal 114  
Protection Initiative. 115



## JULY FINANCE REPORT

**TO: Members of City Council**  
**FROM: Dean Stelzer, Finance Director**  
**DATE: August 24, 2017**

### Reports Included

| <u>Page</u> | <u>Reports</u>          | <u>Purpose</u>                                                                                                           |
|-------------|-------------------------|--------------------------------------------------------------------------------------------------------------------------|
| 2           | Revenues by Source      | This summary compares year-to-date revenues for 2017 to 2016 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 2017 and total Recreation Levy expenditures by Phase.                                                           |

### Highlights:

- \* Income tax collections year-to-date are 5.36% above 2016 levels. The budget projected an 6.5% increase. If the collection rate holds through the remainder of the year the General Fund tax collections will be \$150,000 below the budget estimate.
- \* Engineering Fee reimbursements in the General Fund are up \$615k over last year's amount. An additional appropriation was approved to increase the expenditures associated with this reimbursement.
- \* Other development related revenues, impact fees, capacity fees are down 11% compared to 2016.
- \* Most expenditures are in line with mid-year budget estimates.
- \* Health Insurance net costs are up 26.7% over 2016.

### YTD 2017 Budget Supplementals

|       |                                                                                                               |
|-------|---------------------------------------------------------------------------------------------------------------|
| 17-17 | \$9,333 - General Fund - Refund fire insurance bond                                                           |
| 17-31 | \$14,000 - Project Trust Fund - Springfield Trail/Howald                                                      |
| 17-36 | \$60,000 - General Bond Retirement Fund, \$36,000 Water Fund, \$10,000 Sewer Bond Fund - Bond issuance costs. |
| 17-37 | \$175,000 - General Fund - Comprehensive Plan                                                                 |
| 17-39 | \$5,000 - General Fund - AEP industrial park sign replacement                                                 |
| 17-40 | \$50,000 - General Fund - Engineering Wages                                                                   |
| 17-50 | \$400,000 - General Fund - Engineering services                                                               |

**FINANCE DIRECTOR'S REPORT**

**REVENUES BY SOURCE**

July 31, 2017

|                                        | Revenues<br>@ 7/31/17 | Revenues<br>@ 7/31/16 | % Change       |
|----------------------------------------|-----------------------|-----------------------|----------------|
| <b>TAXES</b>                           |                       |                       |                |
| Income Tax                             | \$ 16,619,521         | \$ 15,773,984         | 5.36%          |
| Property Tax                           | 912,355               | 979,176               | <b>-6.82%</b>  |
| Local Government Fund                  | 352,279               | 357,119               | <b>-1.36%</b>  |
| Hotel/Motel Tax                        | 43,598                | 42,471                | 2.65%          |
| Gasoline Taxes                         | 658,218               | 648,471               | 1.50%          |
| License Plate Tax                      | 398,966               | 397,769               | 0.30%          |
| <b>FEES</b>                            |                       |                       |                |
| Franchise Fee (cable tv)               | \$ 184,045            | \$ 177,024            | 3.97%          |
| Parking Meter & Lot Fees               | 49,338                | 52,123                | <b>-5.34%</b>  |
| Fines/Forfeitures/Court Diversion Fees | 83,315                | 87,261                | <b>-4.52%</b>  |
| Impact Fees                            | 314,072               | 478,829               | <b>-34.41%</b> |
| Airport - Fuel                         | 298,110               | 197,791               | 50.72%         |
| Cemetery                               | 101,855               | 77,951                | 30.67%         |
| Golf Course                            | 111,608               | 113,045               | <b>-1.27%</b>  |
| <b>REIMBURSEMENTS</b>                  |                       |                       |                |
| Engineering Fees                       | \$ 1,499,035          | \$ 884,820            | 69.42%         |
| Fire/EMS Reimbursement                 | 682,041               | 67,389                | 912.10%        |
| Prosecutor Reimbursements              | 150,625               | 128,197               | 17.49%         |
| Building Permits and Fees              | 447,682               | 496,621               | <b>-9.85%</b>  |
| <b>UTILITY CHARGES</b>                 |                       |                       |                |
| Water - Meter Charges                  | \$ 3,061,579          | \$ 2,910,568          | 5.19%          |
| - Capacity Fees                        | 878,858               | 926,092               | <b>-5.10%</b>  |
| Sewer - Meter Charges                  | 3,703,854             | 3,599,169             | 2.91%          |
| - Capacity Fees                        | 847,061               | 874,686               | <b>-3.16%</b>  |
| Refuse                                 | 2,046,960             | 1,990,736             | 2.82%          |
| Storm Sewer                            | 492,616               | 495,084               | <b>-0.50%</b>  |
| <b>MUNICIPAL COURT REVENUES</b>        | \$ 2,141,674          | \$ 2,022,288          | 5.90%          |

**FINANCE DIRECTOR'S REPORT**  
**GENERAL FUND REVENUES**  
**July 31, 2017**

| July 58.33% of year      | Revenues<br>7/31/2017 | 2017<br>Budget    | Revenues As<br>% of Budget | Comparative<br>Revenues<br>7/31/2016 | % Change<br>YTD |
|--------------------------|-----------------------|-------------------|----------------------------|--------------------------------------|-----------------|
| <b>GENERAL FUND</b>      |                       |                   |                            |                                      |                 |
| Property Tax             | 706,401               | 1,522,000         | 46.41%                     | 753,780                              | (6.29%)         |
| City Income Tax          | 8,989,340             | 14,391,065        | 62.46%                     | 8,536,061                            | 5.31%           |
| Other Taxes              | 1,050                 | 0                 | 0.00%                      | 1,112                                | (5.58%)         |
| Local Government Fund    | 352,279               | 617,500           | 57.05%                     | 357,119                              | (1.36%)         |
| Fines and Forfeitures    | 83,315                | 145,000           | 57.46%                     | 87,261                               | (4.52%)         |
| Engineering Fees         | 1,499,035             | 810,000           | 185.07%                    | 884,820                              | 69.42%          |
| Prosecutor Contracts     | 150,625               | 260,000           | 57.93%                     | 128,197                              | 17.49%          |
| Parking Meters           | 20,456                | 37,000            | 55.29%                     | 21,341                               | (4.15%)         |
| Other Fees and Contracts | 14,911                | 0                 | 0.00%                      | 20,330                               | (26.66%)        |
| Liquor Permits           | 39,488                | 45,000            | 87.75%                     | 37,229                               | 6.07%           |
| Franchise Fees           | 184,045               | 355,000           | 51.84%                     | 177,024                              | 3.97%           |
| Licenses & Permits       | 447,682               | 725,000           | 61.75%                     | 496,621                              | (9.85%)         |
| Investment Income        | 152,756               | 175,000           | 87.29%                     | 63,650                               | 139.99%         |
| Miscellaneous            | 36,596                | 150,000           | 24.40%                     | 71,905                               | (49.11%)        |
| Reimbursements           | 80,938                | 168,000           | 48.18%                     | 57,701                               | 40.27%          |
| Transfers                | 1,053,902             | 1,920,000         | 54.89%                     | 1,032,488                            | 2.07%           |
| <b>TOTAL</b>             | <b>13,812,819</b>     | <b>21,320,565</b> | <b>64.79%</b>              | <b>12,726,639</b>                    | <b>8.53%</b>    |

**GENERAL FUND EXPENDITURES**

|                           | Expenses<br>7/31/2017 | 2017<br>Budget    | Expenses As<br>% of Budget | Comparative<br>Expenses<br>7/31/2016 | % Change<br>YTD |
|---------------------------|-----------------------|-------------------|----------------------------|--------------------------------------|-----------------|
| <b>GENERAL FUND</b>       |                       |                   |                            |                                      |                 |
| City Council              | 70,764                | 151,797           | 46.62%                     | 49,490                               | 42.99%          |
| City Manager              | 403,117               | 684,160           | 58.92%                     | 400,050                              | 0.77%           |
| Human Resources           | 170,186               | 349,298           | 48.72%                     | 142,065                              | 19.79%          |
| Economic Development      | 246,069               | 388,834           | 63.28%                     | 202,311                              | 21.63%          |
| Legal Affairs/Prosecution | 434,502               | 797,760           | 54.47%                     | 436,140                              | (0.38%)         |
| Finance                   | 823,713               | 1,551,135         | 53.10%                     | 785,357                              | 4.88%           |
| Income Tax Refunds        | 348,363               | 360,000           | 96.77%                     | 311,073                              | 11.99%          |
| General Administration    | 3,319,593             | 5,684,387         | 58.40%                     | 2,767,534                            | 19.95%          |
| Risk Management           | 2,927                 | 332,900           | 0.88%                      | 15,127                               | (80.65%)        |
| Police                    | 4,478,124             | 8,173,369         | 54.79%                     | 4,197,033                            | 6.70%           |
| Planning                  | 571,114               | 1,136,486         | 50.25%                     | 549,608                              | 3.91%           |
| Engineering               | 877,402               | 1,485,329         | 59.07%                     | 749,371                              | 17.09%          |
| City Buildings            | 247,020               | 478,763           | 51.60%                     | 229,958                              | 7.42%           |
| <b>TOTAL</b>              | <b>11,992,894</b>     | <b>21,574,218</b> | <b>55.59%</b>              | <b>10,835,117</b>                    | <b>10.69%</b>   |

|                                                |                  |
|------------------------------------------------|------------------|
| General Fund Beginning Balance January 1, 2017 | 4,382,218        |
| 2017 General Fund Revenues                     | 13,812,819       |
| 2017 General Fund Expenditures                 | (11,992,894)     |
| Advances to Other Funds                        | -                |
| Outstanding Encumbrances 7/31/17               | (380,668)        |
| General Fund Ending Fund Balance July 31, 2017 | <u>5,821,475</u> |

**FINANCE DIRECTOR'S REPORT**

**OTHER OPERATING FUNDS**

July 31, 2017

**REVENUES**

|                             | Revenues<br>7/31/2017 | 2017<br>Budget    | Revenues As<br>% of Budget | Comparative<br>Revenues<br>7/31/2016 | % Change<br>YTD |
|-----------------------------|-----------------------|-------------------|----------------------------|--------------------------------------|-----------------|
| STREET MAINTENANCE & REPAIR | 1,654,445             | 2,806,691         | 58.95%                     | 1,578,037                            | 4.84%           |
| STORM SEWER                 | 493,386               | 852,000           | 57.91%                     | 495,930                              | (0.51%)         |
| PARKS AND RECREATION        | 903,855               | 1,427,500         | 63.32%                     | 748,836                              | 20.70%          |
| CEMETERY                    | 145,605               | 212,500           | 68.52%                     | 101,282                              | 43.76%          |
| AIRPORT OPERATIONS          | 404,303               | 711,218           | 56.85%                     | 302,608                              | 33.61%          |
| FIRE/EMS INCOME TAX         | 10,572,939            | 14,940,746        | 70.77%                     | 6,142,936                            | 72.12%          |
| MUNICIPAL COURT             | 1,532,829             | 2,736,750         | 56.01%                     | 1,451,113                            | 5.63%           |
| GOLF COURSE                 | 111,608               | 173,700           | 64.25%                     | 113,045                              | (1.27%)         |
| WATER                       | 3,420,203             | 5,650,132         | 60.53%                     | 3,084,861                            | 10.87%          |
| SEWER                       | 3,955,318             | 7,180,000         | 55.09%                     | 3,797,609                            | 4.15%           |
| REFUSE                      | 2,074,890             | 3,588,500         | 57.82%                     | 2,018,445                            | 2.80%           |
| GARAGE ROTARY               | 322,720               | 645,440           | 50.00%                     | 301,553                              | 7.02%           |
| INFORMATION TECH. ROTARY    | 526,425               | 1,052,850         | 50.00%                     | 468,465                              | 12.37%          |
| <b>TOTAL</b>                | <b>26,118,526</b>     | <b>41,978,027</b> | <b>62.22%</b>              | <b>20,604,720</b>                    | <b>26.76%</b>   |

**EXPENDITURES**

|                             | Expenditures<br>7/31/2017 | 2017<br>Budget    | Expenses As<br>% of Budget | Comparative<br>Expenses<br>7/31/2016 | % Change<br>YTD |
|-----------------------------|---------------------------|-------------------|----------------------------|--------------------------------------|-----------------|
| STREET MAINTENANCE & REPAIR | 1,460,673                 | 2,924,173         | 49.95%                     | 1,295,314                            | 12.77%          |
| STORM SEWER                 | 736,523                   | 1,542,458         | 47.75%                     | 354,006                              | 108.05%         |
| PARKS AND RECREATION        | 726,635                   | 1,393,719         | 52.14%                     | 716,387                              | 1.43%           |
| CEMETERY                    | 152,504                   | 411,281           | 37.08%                     | 129,405                              | 17.85%          |
| AIRPORT OPERATIONS          | 357,100                   | 801,551           | 44.55%                     | 350,414                              | 1.91%           |
| FIRE/EMS INCOME TAX         | 5,141,045                 | 14,111,551        | 36.43%                     | 5,673,548                            | (9.39%)         |
| MUNICIPAL COURT             | 1,391,325                 | 2,641,901         | 52.66%                     | 1,347,361                            | 3.26%           |
| GOLF COURSE                 | 98,373                    | 200,014           | 49.18%                     | 99,559                               | (1.19%)         |
| WATER OPERATIONS            | 3,348,961                 | 5,939,211         | 56.39%                     | 3,113,663                            | 7.56%           |
| SEWER OPERATIONS            | 3,710,261                 | 7,391,675         | 50.20%                     | 3,003,665                            | 23.52%          |
| REFUSE                      | 1,834,763                 | 5,370,832         | 34.16%                     | 1,979,563                            | (7.31%)         |
| GARAGE ROTARY               | 328,257                   | 643,633           | 51.00%                     | 329,908                              | (0.50%)         |
| INFORMATION TECH. ROTARY    | 499,668                   | 1,053,120         | 47.45%                     | 443,132                              | 12.76%          |
| <b>TOTAL</b>                | <b>19,786,088</b>         | <b>44,425,119</b> | <b>44.54%</b>              | <b>18,835,925</b>                    | <b>5.04%</b>    |

**FUND BALANCES**

|                             | Fund<br>Balance<br>1/1/2017 | Revenues<br>7/31/2017 | Expenditures<br>7/31/2017 | Outstanding<br>Encumb. | Fund<br>Balance<br>7/31/2017 |
|-----------------------------|-----------------------------|-----------------------|---------------------------|------------------------|------------------------------|
| STREET MAINTENANCE & REPAIR | 442,970                     | 1,654,445             | 1,460,673                 | 310,580                | 326,162                      |
| STORM SEWER                 | 1,921,698                   | 493,386               | 736,523                   | 260,052                | 1,418,509                    |
| PARKS AND RECREATION        | 232,381                     | 903,855               | 726,635                   | 131,382                | 278,219                      |
| CEMETERY                    | 299,378                     | 145,605               | 152,504                   | 14,284                 | 278,195                      |
| AIRPORT OPERATIONS          | 232,295                     | 404,303               | 357,100                   | 71,709                 | 207,789                      |
| FIRE/EMS INCOME TAX         | 5,637,179                   | 10,572,939            | 5,141,045                 | 3,705,886              | 7,363,187                    |
| MUNICIPAL COURT             | 1,881,840                   | 1,532,829             | 1,391,325                 | 6,540                  | 2,016,804                    |
| GOLF COURSE                 | 69,962                      | 111,608               | 98,373                    | 7,395                  | 75,802                       |
| WATER OPERATIONS            | 1,421,338                   | 3,420,203             | 3,348,961                 | 182,228                | 1,310,352                    |
| SEWER OPERATIONS            | 2,661,859                   | 3,955,318             | 3,710,261                 | 136,948                | 2,769,968                    |
| REFUSE                      | 2,185,719                   | 2,074,890             | 1,834,763                 | 390,610                | 2,035,236                    |
| GARAGE ROTARY               | 273,429                     | 322,720               | 328,257                   | 89,939                 | 177,953                      |
| INFORMATION TECH. ROTARY    | 561,103                     | 526,425               | 499,668                   | 70,963                 | 516,897                      |
| <b>TOTAL</b>                | <b>17,821,151</b>           | <b>26,118,526</b>     | <b>19,786,088</b>         | <b>5,378,516</b>       | <b>18,775,073</b>            |

**FINANCE DIRECTOR'S REPORT**  
**OTHER FUND REVENUES/EXPENSES/FUND BALANCE**  
**July 31, 2017**

|                               | <b>Beginning<br/>Fund<br/>Balance</b> | <b>Revenues<br/>7/31/2017</b> | <b>Expenses<br/>7/31/2017</b> | <b>Outstanding<br/>Encumbrances</b> | <b>Ending<br/>Fund<br/>Balance</b> |
|-------------------------------|---------------------------------------|-------------------------------|-------------------------------|-------------------------------------|------------------------------------|
| STATE HIGHWAY IMPROVEMENT     | 106,060                               | 61,547                        | 0                             | 5,500                               | 162,107                            |
| LICENSE FEE                   | 223,448                               | 246,036                       | 0                             | 450,000                             | 19,484                             |
| TREE FUND                     | 211,030                               | 85,601                        | 50,000                        | 0                                   | 246,631                            |
| AIRPORT 2000 T-HANGAR         | 143,529                               | 55,334                        | 39,901                        | 0                                   | 158,962                            |
| RECREATION FACILITIES TAX     | 3,530,990                             | 1,363,868                     | 828,228                       | 61,064                              | 4,005,566                          |
| AIRPORT TIF                   | 57,415                                | 12,501                        | 0                             | 0                                   | 69,916                             |
| GLENN RD BRIDGE TIF           | 1,463,310                             | 462,399                       | 53,249                        | 194,062                             | 1,678,398                          |
| SKY CLIMBER/V&P TIF           | 0                                     | 9,796                         | 9,796                         | 40,204                              | (40,204)                           |
| MILL RUN TIF                  | 0                                     | 72,581                        | 72,581                        | 87,419                              | (87,419)                           |
| COURT IDIAM                   | 18,784                                | 13,765                        | 22,632                        | 0                                   | 9,917                              |
| DRUG ENFORCEMENT              | 54,013                                | 3,310                         | 169                           | 0                                   | 57,154                             |
| COURT ALCOHOL TREATMENT       | 516,519                               | 46,985                        | 14,724                        | 0                                   | 548,780                            |
| OMVI ENFORCEMENT/EDUCATION    | 4,036                                 | 1,282                         | 0                             | 0                                   | 5,318                              |
| POLICE JUDGEMENT              | 114,881                               | 35,119                        | 23,676                        | 5,243                               | 121,081                            |
| PARK DEVELOPMENT              | 205,177                               | 26,808                        | 0                             | 0                                   | 231,985                            |
| COMPUTER LEGAL RESEARCH       | 486,966                               | 188,778                       | 32,331                        | 4,990                               | 638,423                            |
| COURT SPECIAL PROJECTS        | 865,397                               | 185,631                       | 27,292                        | 28,529                              | 995,207                            |
| PROBATION SERVICES            | 451,587                               | 172,404                       | 16,229                        | 10,908                              | 596,854                            |
| POLICE/FIRE DISABILITY        | 0                                     | 205,953                       | 205,953                       | 0                                   | 0                                  |
| COMMUNITY PROMOTION FUND      | 45,497                                | 53,723                        | 58,494                        | 41,890                              | (1,164)                            |
| CDBG GRANT                    | 2,530                                 | 0                             | 693                           | 70,000                              | (68,163)                           |
| ED REVOLVING LOAN             | 478,274                               | 67,005                        | 35,496                        | 100,939                             | 408,844                            |
| HOUSING GRANT PROGRAM INCOME  | 27,018                                | 0                             | 14,400                        | 12,618                              | 0                                  |
| CHIP GRANT                    | (62,267)                              | 166,636                       | 135,678                       | 11,789                              | (43,098)                           |
| GENERAL BOND RETIREMENT       | 72,367                                | 1,752,565                     | 1,491,919                     | 0                                   | 333,013                            |
| PARK IMPROV BONDS FUND        | 107,796                               | 756,697                       | 376,451                       | 0                                   | 488,042                            |
| SE HIGHLAND SEWER BOND FUND   | 83,023                                | 582,414                       | 295,386                       | 0                                   | 370,051                            |
| CAPITAL IMPROVEMENT           | 1,408,850                             | 1,334,912                     | 1,031,974                     | 1,001,950                           | 709,838                            |
| FAA AIRPORT GRANT             | (374,800)                             | 362,892                       | 19,485                        | 37,600                              | (68,993)                           |
| FAA AIRPORT AIP GRANT         | (406,370)                             | 428,897                       | 25,000                        | 0                                   | (2,473)                            |
| EQUIPMENT REPLACEMENT         | 199,822                               | 455,000                       | 487,063                       | 80,851                              | 86,908                             |
| PARK IMPACT FEE               | 1,082,919                             | 188,910                       | 86,821                        | 286,583                             | 898,425                            |
| POLICE IMPACT FEE             | 334,055                               | 26,313                        | 18,728                        | 697                                 | 340,943                            |
| FIRE IMPACT FEE               | 330,732                               | 50,346                        | 19,747                        | 703                                 | 360,628                            |
| MUNICIPAL SERVICES IMPACT FEE | 535,122                               | 58,789                        | 33,247                        | 703                                 | 559,961                            |
| GLENN ROAD CONSTRUCTION FUNDS | 3,486,736                             | 10,969,177                    | 11,384,158                    | 17,792                              | 3,053,963                          |
| PARKING LOTS                  | 28,666                                | 28,882                        | 18,947                        | 11,680                              | 26,921                             |
| WATER CIP                     | 9,903,611                             | 4,191,970                     | 4,957,528                     | 39,189                              | 9,098,864                          |
| SEWER CIP                     | 6,835,942                             | 4,138,564                     | 4,779,346                     | 138,532                             | 6,056,628                          |
| SELF INSURANCE                | 2,216,317                             | 2,558,648                     | 3,063,729                     | 15,179                              | 1,696,057                          |
| WORKERS COMP RESERVE          | 1,973,888                             | 454,685                       | 159,119                       | 3,809                               | 2,265,645                          |
| FIRE DONATION                 | 5,765                                 | 580                           | 0                             | 0                                   | 6,345                              |
| PARK DONATION                 | 25,000                                | 0                             | 0                             | 0                                   | 25,000                             |
| POLICE DONATION               | 7,809                                 | 40                            | 0                             | 0                                   | 7,849                              |
| MAYOR'S DONATION              | 1,958                                 | 1,100                         | 2,243                         | 35                                  | 780                                |
| PROJECT TRUST                 | 560,120                               | 4,195                         | 9,607                         | 15,893                              | 538,815                            |
| UNCLAIMED FUNDS               | 68,119                                | 1,902                         | 0                             | 0                                   | 70,021                             |
| 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                                | 122,435                       | 81,103                        | 118,897                             | (45,138)                           |
| CEMETERY PERPETUAL CARE FUND  | 36,063                                | 157                           | 879                           | 0                                   | 35,341                             |
| STATE PATROL TRANSFER         | 252                                   | 39,921                        | 40,173                        | 0                                   | 0                                  |
| STATE BUILDING PERMIT FEES    | 474                                   | 3,984                         | 3,928                         | 0                                   | 530                                |
| PERFORMANCE BOND FUND         | 164,146                               | 0                             | 0                             | 0                                   | 164,146                            |
| <b>TOTAL</b>                  | <b>39,485,212</b>                     | <b>32,051,037</b>             | <b>30,028,103</b>             | <b>2,895,248</b>                    | <b>38,612,898</b>                  |

City of Delaware  
Employee Health Insurance Plan  
July 31, 2017

| Account                    | July 2017         | YTD 2017            | 2017 Budget         | % of Budget  | YTD 2016            | % Change 2016-17 |
|----------------------------|-------------------|---------------------|---------------------|--------------|---------------------|------------------|
| <b>Life Insurance</b>      | \$ 2,326          | \$ 16,230           | \$ 29,000           | 56.0%        | \$ 15,867           | 2.3%             |
| <b>Insurance Opt-Out</b>   | 2,395             | 17,465              | 30,500              | 57.3%        | 15,765              | 10.8%            |
| <b>Preventative Care</b>   | 543               | 18,012              | 45,000              | 40.0%        | 20,471              | -12.0%           |
| <b>Vision Coverage</b>     | -                 | 6,697               | 13,600              | 49.2%        | -                   | 0.0%             |
| <b>Administrative Fees</b> |                   |                     |                     |              |                     |                  |
| Excise Tax                 | 1,724             | 1,724               | 40,000              | 0.0%         | 1,632               | 0.0%             |
| TPA Fees                   | 7,023             | 55,127              | 86,000              | 64.1%        | 46,579              | 18.4%            |
| PPO Fees                   | 3,724             | 25,620              | 46,000              | 55.7%        | 24,696              | 3.7%             |
| Broker Fees                | -                 | -                   | 7,000               | 0.0%         | 3,528               | -100.0%          |
| <b>Total Admin</b>         | <u>12,471</u>     | <u>82,471</u>       | <u>179,000</u>      | 46.1%        | <u>76,435</u>       | 7.9%             |
| <b>Stop Loss Insurance</b> | 52,833            | 372,381             | 620,000             | 60.1%        | 299,039             | 24.5%            |
| <b>Claims</b>              |                   |                     |                     |              |                     |                  |
| Medical                    | 169,820           | 1,985,823           | 3,400,000           | 58.4%        | 1,576,811           | 25.9%            |
| Dental                     | 16,047            | 146,546             | 300,000             | 48.8%        | 179,758             | -18.5%           |
| Prescription               | 44,392            | 418,104             | 715,000             | 58.5%        | 322,787             | 29.5%            |
| <b>Total Claims</b>        | <u>230,259</u>    | <u>2,550,473</u>    | <u>4,415,000</u>    | 57.8%        | <u>2,079,356</u>    | 22.7%            |
| <b>Total Costs</b>         | <b>300,827</b>    | <b>3,063,729</b>    | <b>5,332,100</b>    | <b>57.5%</b> | <b>2,506,933</b>    | <b>22.2%</b>     |
| <b>Employee Payment</b>    | 35,482            | 461,696             | 820,000             | 56.3%        | 444,461             |                  |
| <b>Reimbursements</b>      | <u>72,130</u>     | <u>154,090</u>      | <u>300,000</u>      | 51.4%        | <u>130,006</u>      |                  |
| <b>NET PLAN COSTS</b>      | <b>\$ 193,215</b> | <b>\$ 2,447,943</b> | <b>\$ 4,212,100</b> | <b>58.1%</b> | <b>\$ 1,932,466</b> | <b>26.7%</b>     |

**MONTHLY INCOME TAX REVENUES  
2015-2017**

|                 | 2015              |                  |                  |                   | % OF<br>ACTUAL | 2016              |                  |                  |                   | % OF<br>ACTUAL | 2017              |                  |                  |                   | % OF<br>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         |                |
| MARCH           | 1,122,427         | 601,839          | 98,726           | 1,822,992         |                | 1,237,708         | 545,907          | 234,748          | 2,018,363         |                | 1,175,241         | 625,299          | 195,522          | 1,996,062         |                |
| APRIL           | 1,299,084         | 2,094,760        | 670,933          | 4,064,777         |                | 1,481,257         | 2,185,373        | 575,354          | 4,241,984         |                | 1,786,686         | 2,352,889        | 1,092,340        | 5,231,915         |                |
| MAY             | 1,283,212         | 133,840          | 38,214           | 1,455,266         |                | 1,390,669         | 153,006          | 33,392           | 1,577,067         |                | 1,388,195         | 185,269          | 50,869           | 1,624,333         |                |
| JUNE            | 1,255,611         | 146,124          | 199,120          | 1,600,855         |                | 1,267,769         | 426,520          | 238,738          | 1,933,027         |                | 1,284,197         | 481,309          | 167,392          | 1,932,898         |                |
| JULY            | 1,426,574         | 318,033          | 55,623           | 1,800,230         |                | 1,426,206         | 146,332          | 33,356           | 1,605,894         |                | 1,680,268         | 158,901          | 62,961           | 1,902,130         |                |
| <b>SUBTOTAL</b> | <b>9,148,245</b>  | <b>3,935,385</b> | <b>1,292,285</b> | <b>14,375,915</b> | <b>62.91%</b>  | <b>10,397,717</b> | <b>4,170,945</b> | <b>1,205,322</b> | <b>15,773,984</b> | <b>63.16%</b>  | <b>10,413,846</b> | <b>4,336,492</b> | <b>1,869,183</b> | <b>16,619,521</b> | <b>62.44%</b>  |
| 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         |                |                   |                  |                  |                   |                |
| <b>TOTALS</b>   | <b>15,736,484</b> | <b>5,261,109</b> | <b>1,855,150</b> | <b>22,852,743</b> | <b>102.12%</b> | <b>17,376,923</b> | <b>5,729,409</b> | <b>1,868,984</b> | <b>24,975,316</b> | <b>104.09%</b> | <b>10,413,846</b> | <b>4,336,492</b> | <b>1,869,183</b> | <b>16,619,521</b> | <b>62.44%</b>  |

BUDGETED 22,378,779 23,993,421 26,614,811  
Budgeted Increase % 6.56%

|      | Total<br>Receipts | Jan-April<br>Receipts | % of Annual<br>Collections | Projection based on ten year trend<br>JAN-JULY 2017 RECEIPTS = |              |
|------|-------------------|-----------------------|----------------------------|----------------------------------------------------------------|--------------|
| 2007 | 12,865,504        | 8,020,285             | 62.34%                     | \$16,619,521                                                   |              |
| 2008 | 14,159,170        | 9,217,657             | 65.10%                     | HIGH =                                                         | 62.34%       |
| 2009 | 14,719,896        | 9,407,197             | 63.91%                     | LOW =                                                          | 65.10%       |
| 2010 | 15,185,348        | 9,670,760             | 63.68%                     |                                                                |              |
| 2011 | 17,765,717        | 11,161,927            | 62.83%                     | LAST 3 YR                                                      |              |
| 2012 | 19,658,101        | 12,534,905            | 63.76%                     | AVG =                                                          | 63.40%       |
| 2013 | 20,557,766        | 13,020,081            | 63.33%                     |                                                                |              |
| 2014 | 21,537,420        | 13,816,113            | 64.15%                     | *2017 BUDGETED RECEIPTS                                        | \$26,614,811 |
| 2015 | 22,852,743        | 14,375,915            | 62.91%                     |                                                                |              |
| 2016 | 24,975,316        | 15,773,984            | 63.16%                     |                                                                |              |
|      | 10 Year Avg.      |                       | 63.52%                     |                                                                |              |

**FINANCE DIRECTOR'S REPORT  
RECREATION LEVY  
July 31, 2017**

| Account #                     | Description                         | 2014<br>Expended | 2015<br>Expended | 2016<br>Expended | 2017<br>Expended | 2017<br>Encumbered | 2017<br>Remaining<br>Budget | Total<br>2014 -<br>2017 |
|-------------------------------|-------------------------------------|------------------|------------------|------------------|------------------|--------------------|-----------------------------|-------------------------|
| <b>Phase 1 - \$20,000,000</b> |                                     |                  |                  |                  |                  |                    |                             |                         |
| 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                 |
|                               | <b>Total</b>                        | <b>139,571</b>   | <b>100,000</b>   | <b>150,000</b>   | <b>0</b>         | <b>0</b>           | <b>0</b>                    | <b>389,571</b>          |
| <b>Phase 2 - \$3,800,000</b>  |                                     |                  |                  |                  |                  |                    |                             |                         |
| 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                | 21,160           | 2,590              | 0                           | 23,750                  |
| 5534                          | Veterans Park Playtoy               | 0                | 152,551          | 94,449           | 0                | 58,474             | -58,474                     | 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                   |
|                               | <b>Total</b>                        | <b>926,843</b>   | <b>1,580,008</b> | <b>820,957</b>   | <b>21,160</b>    | <b>61,064</b>      | <b>458,107</b>              | <b>3,868,139</b>        |
|                               | <b>Phase 1 Totals</b>               | <b>139,571</b>   | <b>100,000</b>   | <b>150,000</b>   | <b>0</b>         | <b>0</b>           | <b>0</b>                    | <b>389,571</b>          |
|                               | <b>Phase 1 Reimbursements</b>       | <b>72,000</b>    |                  |                  |                  |                    |                             | <b>72,000</b>           |
|                               | <b>Phase 1 Net Cost</b>             | <b>67,571</b>    | <b>100,000</b>   | <b>150,000</b>   | <b>0</b>         | <b>0</b>           | <b>0</b>                    | <b>317,571</b>          |
|                               | <b>Phase 1 Net Cost 2009-2013</b>   |                  |                  |                  |                  |                    |                             | <b>19,609,505</b>       |
|                               | <b>TOTAL PHASE 1 COSTS</b>          |                  |                  |                  |                  |                    |                             | <b>19,927,076</b>       |
|                               | <b>Phase 2 Totals</b>               | <b>926,843</b>   | <b>1,580,008</b> | <b>820,957</b>   | <b>21,160</b>    | <b>61,064</b>      | <b>458,107</b>              | <b>3,868,139</b>        |
|                               | <b>Phase 2 Reimbursements</b>       |                  | <b>212,722</b>   |                  |                  |                    |                             | <b>212,722</b>          |
|                               | <b>TOTAL PHASE 2 COSTS</b>          | <b>926,843</b>   | <b>1,367,286</b> | <b>820,957</b>   | <b>21,160</b>    | <b>61,064</b>      | <b>458,107</b>              | <b>3,655,417</b>        |
|                               | <b>TOTAL ALL PHASES</b>             |                  |                  |                  |                  |                    |                             | <b>23,582,493</b>       |

TO: Mayor Riggle and Members of Council

FROM: R. Thomas Homan, City Manager

SUBJECT: Miscellaneous Matters

DATE: August 24, 2017

---

1. **Calendar**

See Attached

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

None Reported

3. **Bi-Weekly Meetings**

August 10

\* Delaware Northern NCA

August 14

\* Rotary

\* City Council Meeting

August 16

\* Finance Committee Meeting

August 23

\* Transportation Academy

\* Hayes High School Ribbon Cutting

4. **Required Reading**

Delaware Fire Department July 2017 Monthly Report

# August

*Sun*      *Mon*      *Tue*      *Wed*      *Thu*      *Fri*      *Sat*

**1**      **2**      **3**      **4**      **5**

Delaware South  
NCA 4 pm      Civil Service  
Commission-  
canceled  
Planning 7 pm

**6**      **7**      **8**      **9**      **10**      **11**      **12**

BZA canceled      Delaware North  
NCA 2pm

**13**      **14**      **15**      **16**      **17**      **18**      **19**

Council 7pm      Parks & Rec Bd  
7pm      Finance 1:00 pm

**20**      **21**      **22**      **23**      **24**      **25**      **26**

Parking & Safety  
7pm      Shade Tree-7pm      HPC-7pm

**27**      **28**      **29**      **30**      **31**

Council 7pm

2017

# September

*Sun*      *Mon*      *Tue*      *Wed*      *Thu*      *Fri*      *Sat*

**1**      **2**

**3**      **4**      **5**      **6**      **7**      **8**      **9**

City Offices  
Closed

Civil Service -3  
Planning-7

**10**      **11**      **12**      **13**      **14**      **15**      **16**

Council-7

BZA-7

**17**      **18**      **19**      **20**      **21**      **22**      **23**

Parks & Rec -  
cancelled

City Offices Close  
at NOON

**24**      **25**      **26**      **27**      **28**      **29**      **30**

Council-7

Shade Tree-7

HPC-7

**2017**



# Delaware Fire Department

## July 2017 Monthly Report



| PERFORMANCE REVIEW                                             | 2014   | 2015   | 2016   | 2017   | July   | 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  | 526    | 3,346        | 55.88%         | 58.00%      | -2.12%             |
| Fire                                                           | 101    | 126    | 107    | 98     | 4      | 66           | 67.35%         | 58.00%      | 9.35%              |
| Rupture/Explosion                                              | 3      | 1      | 5      | 3      | 0      | 5            | 166.67%        | 58.00%      | 108.67%            |
| EMS                                                            | 4,047  | 4,254  | 4,658  | 4,785  | 379    | 2,539        | 53.06%         | 58.00%      | -4.94%             |
| Hazardous Conditions                                           | 124    | 135    | 150    | 151    | 20     | 96           | 63.58%         | 58.00%      | 5.58%              |
| Service Calls                                                  | 141    | 155    | 128    | 129    | 35     | 115          | 89.15%         | 58.00%      | 31.15%             |
| Good Intent                                                    | 162    | 155    | 213    | 192    | 26     | 153          | 79.69%         | 58.00%      | 21.69%             |
| False Calls                                                    | 589    | 541    | 621    | 619    | 60     | 361          | 58.32%         | 58.00%      | 0.32%              |
| Severe Weather                                                 | 0      | 1      | 3      | 4      | 1      | 3            | 75.00%         | 58.00%      | 17.00%             |
| Other                                                          | 6      | 12     | 6      | 7      | 1      | 8            | 114.29%        | 58.00%      | 56.29%             |
| Number of medical transports                                   | 2,586  | 2,742  | 2,836  | 2,900  | 225    | 1,540        | 53.10%         | 58.00%      | -4.90%             |
| Narcotics Administration                                       | 55     | 43     | 64     | 64     | 9      | 36           | 56.25%         | 58.00%      | -1.75%             |
| Percent of priority calls w/ response within 6 min             | 68%    | 74%    | 71%    | 70%    | 67%    | 71%          | 70.00%         | 58.00%      | 1.00%              |
| Percent working structure fires ERF of 15 FF within 12 minutes | 78%    | 85%    | 100%   | 70%    | N/A    | 100%         | 142.86%        | 58.00%      | 70.00%             |
| # Structure Fires                                              | 9      | 13     | 18     | 10     | 0      | 10           | 100.00%        | 58.00%      | 42.00%             |
| # Structure with personnel and Times                           | 7      | 11     | 18     | 7      | 0      | 10           | 142.86%        | 58.00%      | 84.86%             |
| Number of commercial inspections conducted                     | 1,473  | 1,365  | 1,345  | 1,450  | 107    | 1,097        | 75.66%         | 58.00%      | 17.66%             |
| Number of plans reviewed within five days                      | 100%   | 100%   | 100%   | 100%   | 100%   | 100%         | 100.00%        | 58.00%      | 100.00%            |
| Number of fires greater than \$10,000                          | 8      | 12     | 9      | 10     | 0      | 4            | 40.00%         | 58.00%      | -18.00%            |
| Number of fires of suspicious nature                           | 5      | 6      | 3      | 4      | 0      | 1            | 25.00%         | 58.00%      | -33.00%            |
| Hours of Training                                              | 13,335 | 10,977 | 12,454 | 10,000 | 1,022  | 8,013        | 80.13%         | 58.00%      | 22.13%             |

### Major Incidents

- July 5, S. Sandusky St, Structure Fire due to fireworks
- July 21, Severe Storms
- July 29, SR 36/37 & Davidson, Fatal MVC

### Other Activities

- July 4<sup>th</sup> Activities
- YMCA Youth Fire Academy
- Station Tours
- IronMan
- Smoke Detector/Battery Installs
- Block Parties

### 2010 Fire Levy Status

- Equipment - Continuing
  - Committee has reviewed the pre-construction drawings on the new Quint Fire Truck. Members of the committee attended the Pre-Construction meeting April 10-13. 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 Stations.
  - 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.



# Delaware Fire Department

## July 2017 Monthly Report



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- Personnel - Continuing
    - Civil Service List was updated on July 12. Candidates were interviewed on July 31-August 4.
    - FF Taylor Von Lohr completed his paramedic class and certification at Grant Medical center. Taylor graduated with honors and graduated at the top of his class on April 3, 2017.
    - 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. Background checks have been completed for the candidates and interviews are scheduled with the Fire Chief for the week of April 3.
    - 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.
    - 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.
    - 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

## July 2017 Monthly Report



### Council for Older Adults – Monthly Report on the Firehouse Coordinator



First in Response to Seniors

July 2017

| 55+ Served |     |                            |     |                             |      |                                       |            |                                      |     |
|------------|-----|----------------------------|-----|-----------------------------|------|---------------------------------------|------------|--------------------------------------|-----|
| 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 |
| 8          | 161 |                            | 11  | 1                           | 1218 | 23                                    | 43.57      | 30                                   | 204 |

| Referrals           |     |                  |     |                  |     |          |     |
|---------------------|-----|------------------|-----|------------------|-----|----------|-----|
| Direct Referral     |     | Delaware City FD |     | Delaware Police  |     | SP Staff |     |
| Month               | YTD | Month            | YTD | Month            | YTD | Month    | YTD |
| 1                   | 92  | 3                | 21  | 1                | 1   | 2        | 26  |
| Liberty Township FD |     | Delaware Co. EMS |     | client self ref. |     | Other    |     |
| Month               | YTD | Month            | YTD | Month            | YTD | Month    | YTD |
| 1                   | 25  | 0                | 0   | 0                | 5   | 0        | 1   |

| City of residence for those served |     |         |     |              |     |             |     |
|------------------------------------|-----|---------|-----|--------------|-----|-------------|-----|
| Delaware                           |     | Galena  |     | Lewis Center |     | Westerville |     |
| Month                              | YTD | Month   | YTD | Month        | YTD | Month       | YTD |
| 14                                 | 142 | 0       | 1   | 2            | 3   | 1           | 6   |
| Powell                             |     | Sunbury |     | Ashley       |     | Other       |     |
| Month                              | YTD | Month   | YTD | Month        | YTD | Month       | YTD |
| 6                                  | 47  | 0       | 0   | 0            | 2   | 0           | 3   |

| Additional Services             |     |                           |     |                           |     |                 |     |
|---------------------------------|-----|---------------------------|-----|---------------------------|-----|-----------------|-----|
| # services added                |     | Meals/Nutritional Support |     | Emergency Response Unit   |     | In-Home Support |     |
| Month                           | YTD | Month                     | YTD | Month                     | YTD | Month           | YTD |
| 2                               | 22  | 1                         | 11  | 1                         | 4   | 0               | 6   |
| # individuals with new services |     | Incontinence Products     |     | Durable Medical Equipment |     | Other           |     |
| Month                           | YTD | Month                     | YTD | Month                     | YTD | Month           | YTD |
| 1                               | 12  | 0                         | 0   | 0                         | 0   | 0               | 1   |

| Community Events |                   |                                 |          |          |       |
|------------------|-------------------|---------------------------------|----------|----------|-------|
| Date             | Location          | Event                           | Contacts | Other    | Notes |
| 7.12.17          | Concord Fire Dept | Training - SourcePoint Services | 9        | contacts |       |
| 7.13.17          | Concord Fire Dept | Training - SourcePoint Services | 8        | contacts |       |
| 7.13.17          | SourcePoint       | Mature Driver Event             | 20       | contacts |       |
| 7.14.17          | Concord Fire Dept | Training - SourcePoint Services | 6        | contacts |       |



FIRST Program: Clients <55

July 2017

#### General

| Referrals | Month | YTD | Number Served | Month | YTD |
|-----------|-------|-----|---------------|-------|-----|
|           | 3     | 3   |               | 3     | 3   |

#### Demographics

| Age   | Month | YTD | Gender | Month | YTD | City     | Month | YTD |
|-------|-------|-----|--------|-------|-----|----------|-------|-----|
| <18   | 0     | 0   | Male   | 2     | 2   | Delaware | 3     | 3   |
| 18-24 | 0     | 0   | Female | 1     | 1   | Other    | 0     | 0   |
| 24-34 | 2     | 2   |        |       |     | Other    | 0     | 0   |
| 35-44 | 0     | 0   |        |       |     | Other    | 0     | 0   |
| 45-54 | 1     | 1   |        |       |     | Other    | 0     | 0   |

#### Reason for Referral

|                                   | Month | YTD | Other | Month | YTD |
|-----------------------------------|-------|-----|-------|-------|-----|
| Mental Health                     | 2     | 2   |       |       |     |
| Addiction                         | 1     | 1   |       |       |     |
| Poorly Managed Medical Conditions |       |     |       |       |     |

#### Referrals Made

None in July

#### Time Committed

\*all time is in quarter hours

| Total | Month | YTD  | Average | Month | YTD  |
|-------|-------|------|---------|-------|------|
|       | 4.75  | 4.75 |         | 1.58  | 1.58 |

#### Per Client

| Client ID | Month | YTD  | Client ID | Month | YTD  | Client ID | Month | YTD |
|-----------|-------|------|-----------|-------|------|-----------|-------|-----|
| 33158     | 4.00  | 4.00 | 33190     | 0.50  | 0.50 |           |       |     |
| 33192     | 0.25  | 0.25 |           |       |      |           |       |     |



# Delaware Fire Department

## July 2017 Monthly Report



### 2017 Responses Year-to-Date

