CITY OF DELAWARE
CITY COUNCIL
MEETING TO BE HELD VIRTUALLY VIA CISCO Webex **
February 22, 2021

AGENDA

7:00 P.M. **REGULAR MEETING**

1. Roll Call

2. INVOCATION – Pastor Scott Logan, Agape International Cathedral

3. APPROVAL of the Motion Summary of the regular meeting of Council held on February 8, 2021, as recorded and transcribed.
APPROVAL of the Motion Summary of the work session meeting of Council held on February 1, 2021, as recorded and transcribed.

4. CONSENT AGENDA
   A. Acceptance of the Motion Summary of the Public Works/Public Utilities Committee meeting held on November 12, 2020, as recorded and transcribed.
   B. Acceptance of the Motion Summary of the Parking and Safety Committee meeting held on October 19, 2020, as recorded and transcribed.
   C. Resolution No. 21-09, a resolution appointing a representative and an alternate representative to the Ohio Public works Committee (OPWC) District 17 Integrating Committee for the period of April 2021 through April 2024.

5. LETTERS, PETITIONS, AND PUBLIC COMMENTS

   - JOIN VIRTUAL MEETING: To provide live public comment please email emccloskey@delawareohio.net or call 740-203-1013 to sign up by 3 p.m. the date of the meeting. **Name and address are required for public comment**. Comments are limited to 3 minutes.

   - EMAIL, LETTER, PETITION: Emails, letters, and petitions received by 3 p.m. the date of the meeting will be presented to Council and submitted into the record. These items will not be read aloud during the meeting but will be available on the website following the meeting at the end of the next business day. **Name and address are required.**

   - FACEBOOK: Comments received on Facebook will not be presented during the meeting and will be addressed by staff subsequent to

the meeting as appropriate.

6. PRESENTATION
   A. Update on Delaware City Schools – Heidi Kegley, Superintendent
   B. Update from Delaware General Health District – Shelia Hiddleson, Health Commissioner, Dr. Mark Hickman, City Appointee Board Member, and Dolores Smith, City Appointee Board Member

7. COMMITTEE REPORTS

8. 7:20 P.M. PUBLIC HEARING and SECOND READING of Ordinance No. 21-07, an ordinance for Central Ohio Mobile Veterinary Surgical Services LLC., for approval of a Conditional Use Permit request for a veterinary hospital at 585 Sunbury Road in the Delaware Commercial Park and zoned B-3 (Community Business District).

PUBLIC HEARING COMMENT OPTIONS:

- JOIN VIRTUAL MEETING: To provide live public comment please email emccloskey@delawareohio.net or call 740-203-1013 to sign up by 3 p.m. the date of the meeting. **Name and address are required for public comment**. Comments are limited to 3 minutes.

- EMAIL, LETTER, PETITION: written public comment, maximum of 500 words, is to be received by 3 p.m. the date of the meeting to be presented to Council for submission and read into the record. **Name and address are required.**

- FACEBOOK: Comments received on Facebook will not be presented during the meeting and will be addressed by staff subsequent to the meeting as appropriate.

9. 7:30 P.M. PUBLIC HEARING and SECOND READING of Ordinance No. 21-08, an ordinance approving a Rezoning Amendment for First Citizens National Bank from B-3 (Community Business District) to B-2 (Central Business District) at 33 West William Street on approximately 0.324 acres.

PUBLIC HEARING COMMENT OPTIONS:

- JOIN VIRTUAL MEETING: To provide live public comment please email emccloskey@delawareohio.net or call 740-203-1013 to sign up by 3 p.m. the date of the meeting. **Name and address are required for public comment**. Comments are limited to 3 minutes.

- EMAIL, LETTER, PETITION: written public comment, maximum of 500 words, is to be received by 3 p.m. the date of the meeting to be presented to Council for submission and read into the record.

Name and address are required.

- FACEBOOK: Comments received on Facebook will not be presented during the meeting and will be addressed by staff subsequent to the meeting as appropriate.

10. SECOND READING of Ordinance No. 21-09, an ordinance approving a Combined Preliminary and Final Development Plan for First Citizens National Bank at 33 West William Street on property zoned B-2 (Central Business District) on approximately 0.324 acres.

11. CONSIDERATION of Resolution No. 21-10, a resolution authorizing the modification of certain traffic control signage to eliminate two (2) parking spaces within the North Franklin Street Parking Lot to provide access to properties located at 19 and 23 West Winter Street.

12. CONSIDERATION of Ordinance No. 21-10, an ordinance authorizing the City Manager to grant a non-exclusive ingress-egress easement on City property adjacent to 19 and 23 W. Winter Street.

13. FINANCE DIRECTOR'S REPORT

14. CITY MANAGER'S REPORT & COVID-19 UPDATE:

15. COUNCIL COMMENT

16. ADJOURNMENT

** This meeting will be a virtual meeting. Residents are encouraged to view online through the City of Delaware Facebook page. To comply with the CDC recommendation prohibiting group meetings, no in person attendance by Council, staff, or the public will be available.

The regular meeting of Council held on February 8, 2021 and was called to order at 7:01 p.m. and was held remotely through Cisco Webex and streamed Live through Facebook due to the State of Emergency – Executive Order 2020-01D. The following members of Council were remotely present: First Ward Chris Jones, Second Ward Lisa Keller, Third Ward Cory Hoffman, Fourth Ward Drew Farrell, At-Large George Hellinger, Vice-Mayor Kent Shafer and Mayor Riggle who presided. The invocation was delivered Pastor Michael Curtis, Second Baptist Church.

Staff Present Remotely: Dave Efland, Planning and Community Development Director, Justin Nahvi, Finance Director, Ted Miller, Parks and Natural Resource Director, Jessica Feller, Human Resource Manager, Natalia Harris, City Attorney, Kyle Kridler, Assistant City Manager, and Tom Homan, City Manager

ITEM 3: APPROVAL OF MINUTES

APPROVAL of the Motion Summary of the regular meeting of Council held on January 25, 2021, as recorded and transcribed.

Motion: Vice-Mayor Shafer motioned to approve the Motion Summary of the regular meeting of Council held on January 25, 2021, as recorded and transcribed seconded by Mrs. Keller. Motion approved by a 7-0 vote.

ITEM 4: CONSENT AGENDA

A. Acceptance of the Motion Summary of the Historic Preservation Commission meeting held on December 16, 2020, as recorded and transcribed.
B. Acceptance of the Motion Summary of the Airport Commission meeting held on October 15, 2020, as recorded and transcribed.
C. Resolution No. 21-05, a resolution authorizing the City of Delaware to cancel remaining interest installment payments on a special assessment for the property located 519 Acme Road.
D. Resolution No. 21-06, a resolution authorizing the City Manager to sponsor an application from the Delaware County Cultural Arts Center, Inc. to the State Historic Preservation Office: Ohio History Connection for FFY2021 certified local government grant funds for masonry repairs to 190 West Winter Street, Delaware, Oh.
E. Resolution No. 21-07, a resolution appointing members to various boards, commissions, and/or committees, and specifying the term of the appointment.
F. Resolution No. 21-08, a resolution appointing Mayor Riggle to the Downtown Delaware Strategic Plan Task Force.
G. Establish February 22, 2021 @ 7:20 p.m. as a date and time for public hearing and second reading for Ordinance No. 21-07, an ordinance for Central Ohio Mobile Veterinary Surgical Services LLC., for approval of a Conditional Use Permit request for a veterinary hospital at 585 Sunbury Road in the Delaware Commercial Park and zoned B-3 (Community Business District).
H. Establish February 22, 2021 @ 7:30 p.m. as a date and time for a public hearing and second reading for Ordinance No. 21-08, an ordinance approving a Rezoning Amendment for First Citizens National Bank from B-3 (Community Business District) to B-2 (Central Business District) at 33 West William Street on approximately 0.324 acres.

Motion: Mrs. Keller motioned to remove Item E, Resolution No. 20-07 to table and have further discussion at a later date, seconded by Vice-Mayor Shafer. Motion approved by a 6-1 (Hellinger) vote.

Motion: Mrs. Keller motioned to approve the Consent Agenda, seconded by Vice-Mayor Shafer. Motion approved by a 7-0 vote.

ITEM 5: LETTERS, PETITIONS, AND PUBLIC COMMENTS

The Clerk informed Council that there were no requests for public comment.

ITEM 6: PRESENTATION

A. Proclamation Celebrating Black History Month, presented to Melissa Harris, Co-Chair Delaware African American Heritage Council and Ruchelle Pride, Board President of Second Ward Community Initiative
B. Update from YMCA of Central Ohio– Tony Collins, CEO

ITEM 7: INTRODUCTION OF NEW STAFF

A. Amelia Bean-DeFlumer, City Prosecutor

ITEM 8: COMMITTEE REPORTS

Mr. Jones provided an update from the Public Works/Public Utilities meeting relating to the pilot recycling program.

Mrs. Keller provided an update from the Historic Preservation Commission meeting relating to changing the standards for windows.

Mr. Hoffman informed Council that the Board of Zoning Appeals meeting was canceled.

Mr. Farrell informed Council that Shade Tree Commission will be meeting later in the month.

Vice-Mayor Shafer informed Council that the Parking and Safety Committee will be meeting next week.

Mayor Riggle informed Council that items reviewed at the Planning Commission will be discussed later in the meeting.

ITEM 9: ORDINANCE NO. 21-03 [Public Hearing and Second Reading]

AN ORDINANCE AMENDING 108.02 OF THE CODIFIED ORDINANCES RELATING TO THE AUTHORITY OF CITY OFFICERS TO DISPOSE OF CITY PERSONAL PROPERTY.

The Clerk read the ordinance for the second time. The Clerk informed Council that there were no requests for public comment.

Motion: Mrs. Keller motioned to suspend the rules for Ordinance No. 21-03, seconded by Vice-Mayor Shafer. Motion approved by a 7-0 vote.

Motion: Mrs. Keller motioned to adopt Ordinance No. 21-03, seconded by Vice-Mayor Shafer. Motion approved by a 7-0 vote.

ITEM 10: ORDINANCE NO. 21-04 [First Reading]
AN ORDINANCE AMENDING ORDINANCE NO. 20-73 ESTABLISHING THE PAY AND BENEFITS FOR VARIOUS PART-TIME AND INTERMITTENT/SEASONAL EMPLOYEES OF THE CITY OF DELAWARE AND DECLARING AN EMERGENCY.

The Clerk read the ordinance for the first time.

Motion: Vice-Mayor Shafer motioned to suspend the rules for Ordinance No. 21-04, seconded by Mrs. Keller. Motion approved by a 7-0 vote.

Motion: Vice-Mayor Shafer motioned to enact the emergency clause for Ordinance No. 21-04, seconded by Mrs. Keller. Motion approved by a 7-0 vote.

Motion: Vice-Mayor Shafer motioned to adopt Ordinance No. 21-04, seconded by Mrs. Keller. Motion approved by a 7-0 vote.

ITEM 11: ORDINANCE NO. 21-05 [First Reading]
AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF BONDS IN THE MAXIMUM AGGREGATE PRINCIPAL AMOUNT OF $4,740,000 FOR THE PURPOSE OF PAYING THE COSTS OF REFUNDING BONDS PREVIOUSLY ISSUED BY THE CITY FOR THE PURPOSE OF PAYING THE COSTS OF (A) CONSTRUCTING GLENN ROAD BETWEEN CERTAIN TERMINI BY CONSTRUCTING, EXCAVATING, GRADING AND PAVING, INSTALLING DRAINAGE, SANITARY SEWER LATERALS, STREET LIGHTING, CONDUIT, CURBS AND GUTTERS, SIGNAGE, TRAFFIC PAVEMENT MARKINGS, STREET SIGNS, LANDSCAPING, AND ACQUIRING INTERESTS IN REAL ESTATE, TOGETHER WITH ALL NECESSARY APPURTENANCES THERETO, (B) CONSTRUCTING AN ADDITION TO THE JUSTICE CENTER FACILITY, FURNISHING AND EQUIPPING THE SAME, IMPROVING THE SITE, THEREFOR, AND ACQUIRING ANY RELATED INTERESTS IN REAL PROPERTY, TOGETHER WITH ALL NECESSARY APPURTENANCES THERETO, (C) ACQUIRING CERTAIN REAL PROPERTY, REMODELING AND OTHERWISE IMPROVING, EQUIPPING AND FURNISHING THE BUILDINGS LOCATED THEREUPON FOR USE BY VARIOUS CITY DEPARTMENTS, AND OTHERWISE IMPROVING THE SITE THEREFOR, TOGETHER WITH ALL NECESSARY APPURTENANCES THERETO AND (D) ENHANCING THE MUNICIPAL FIRE SAFETY FACILITIES, BY CONSTRUCTING, FURNISHING AND EQUIPPING A NEW FIRE STATION, AND OTHERWISE IMPROVING THE SITE THEREFOR, TOGETHER WITH ALL NECESSARY APPURTENANCES THERETO, AND DECLARING AN EMERGENCY.

The Clerk read the ordinance for the first time.

Motion: Mrs. Keller motioned to suspend the rules for Ordinance No. 21-05, seconded by Vice-Mayor Shafer. Motion approved by a 7-0 vote.

Motion: Mrs. Keller motioned to enact the emergency clause for Ordinance No. 21-05, seconded by Vice-Mayor Shafer. Motion approved by a 7-0 vote.

Motion: Mrs. Keller motioned to adopt Ordinance No. 21-05, seconded by Vice-Mayor Shafer. Motion approved by a 7-0 vote.

ITEM 12: ORDINANCE NO. 21-06 [First Reading]
AN ORDINANCE ACCEPTING THE ANNEXATION OF 32.475± ACRES OF LAND MORE OR LESS, DESCRIPTION AND MAP ARE ATTACHED HERETO AS EXHIBITS "A" AND "B" FOR THE ANNEXATION KNOWN AS THE CHARLES R. DAVIS ANNEXATION BY MICHAEL R. SHADE, AGENT FOR THE PETITIONERS.

The Clerk read the ordinance for the first time.

Motion: Vice-Mayor Shafer motioned to table Ordinance No. 21-06 until the April 12, 2021 meeting, seconded by Mr. Farrell. Motion approved by a 7-0 vote.

ITEM 13: ORDINANCE NO. 21-07 [First Reading]
AN ORDINANCE FOR CENTRAL OHIO MOBILE VETERINARY SURGICAL SERVICES LLC., FOR APPROVAL OF A CONDITIONAL USE PERMIT REQUEST FOR A VETERINARY HOSPITAL AT 585 SUNBURY ROAD IN THE DELAWARE COMMERCIAL PARK AND ZONED B-3 (COMMUNITY BUSINESS DISTRICT).

The Clerk read the ordinance for the first time. Ordinance No. 21-07 will have a public hearing and second reading at the February 22, 2021 meeting.

ITEM 14: ORDINANCE NO. 21-08 [First Reading]
AN ORDINANCE APPROVING A REZONING AMENDMENT FOR FIRST CITIZENS NATIONAL BANK FROM B-3 (COMMUNITY BUSINESS DISTRICT) TO B-2 (CENTRAL BUSINESS DISTRICT) AT 33 WEST WILLIAM STREET ON APPROXIMATELY 0.324 ACRES.

The Clerk read the ordinance for the first time. Ordinance No. 21-08 will have a public hearing and second reading at the February 22, 2021 meeting.

ITEM 15: ORDINANCE NO. 21-09 [First Reading]
AN ORDINANCE APPROVING A COMBINED PRELIMINARY AND FINAL DEVELOPMENT PLAN FOR FIRST CITIZENS NATIONAL BANK AT 33 WEST WILLIAM STREET ON PROPERTY ZONED B-2 (CENTRAL BUSINESS DISTRICT) ON APPROXIMATELY 0.324 ACRES.

The Clerk read the ordinance for the first time. Ordinance No. 21-09 will be presented at the second reading.

ITEM 16: CITY MANAGER'S REPORT & COVID-19 UPDATE
Mr. Homan provided information regarding presentations for the February 22 Council meeting from the Delaware City Schools Superintendent and the Health Commissioner with the Delaware General Health District. He discussed topics for the March 1 Work Session. Information was provided regarding the foreclosure of Sunny View Nursing Facility and that at this time the City will not take action to purchase the home. There will be discussions regarding special events with the COVID Task Force.

ITEM 17: COUNCIL COMMENTS
Mrs. Keller discussed her hope to return to in person meetings.

Mr. Hoffman discussed the need to continue to look for diversity on boards and appointing of members should not be a consent item, but allow for discussion of Council. He also discussed his request that Ordinances refer and include the code sections that it is relating to.

Mr. Farrell also agreed with the need for diversity on boards and commissions.

Mayor Riggle discussed the protocol to advertise and interview for board and commission positions.

ITEM 18: ADJOURNMENT

Motion: Vice-Mayor Shafer motioned to adjourn the meeting. The meeting adjourned at 8:15 p.m.

_____
Mayor Carolyn Kay Riggle

_____
Elaine McCloskey, Council Clerk

The work session meeting of Council was held on February 1, 2021 and was called to order at 6:30 p.m. and was held remotely through Cisco Webex and streamed Live through Facebook due to the State of Emergency – Executive Order 2020-01D. The following members of Council were remotely present: First Ward Chris Jones (exited at 7:27 p.m.), Third Ward Cory Hoffman, Fourth Ward Drew Farrell, At-Large George Hellinger, Vice-Mayor Kent Shafer and Mayor Riggle who presided. Absent from the meeting was Second Ward Lisa Keller.

Staff Present Remotely: Dave Efland, Planning and Community Development Director, Sean Hughes, Economic Development Director, Kyle Kridler, Assistant City Manager, and Tom Homan, City Manager

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

ITEM 2: REVIEW AND DISCUSSION OF CITY COUNCIL'S 2021 GOALS

Mr. Homan reviewed the goals for the work session and revisited the mission, vision, values and strategic pillars, as well as to discuss updated initiatives/tactics supporting goals for 2021 and high-level strategic goals. He reviewed the priorities determined at the 2019 City Council retreat that were updated by new councilmembers Mr. Farrell and Mr. Hoffman in 2020.

The goal of a healthy economy and more white-collar jobs was discussed. The March 1 Work Session will discuss the Real Estate Market Study. It was discussed the need for continued discussions with developers and to explore the Special Improvement District with the Downtown Delaware Strategic Plan with OHM Advisors. Also discussed was prime office areas including the Riverfront District, Southern Gateway and the downtown office space.

The second goal discussed related to the transportation funding. Staff was directed to prepare a report funding options by the Finance Committee.

The third goal related to the Downtown Parking Strategy. Staff recommends not making substantial changed to parking rules in the downtown until 2022 or post-pandemic. It was discussed that the OHM Downtown Development Study will include recommendations for parking. Staff recommends continuing carryout only spaces until the pandemic is over.

The fourth goal related to healthy economy and development opportunities. Mr. Homan discussed that the Spring Street Site for a hotel did not happen, but that the City has purchased the property to allow for future development. The Sawmill Parkway Development Agreement is underway. It was discussed to align development with the Comprehensive Plan recommendations.

The first goal related to healthy economy and attainable housing. It was discussed that the Delaware Together Comprehensive Plan should be

completed in 2021 and will be looking at the comments and recommendations to have policy toward supporting attainable housing.

The sixth goal relates to greenways and connectivity. It was reviewed the new trail connections and improvements to parks, paths, and play areas. Current Greenway projects include the Delaware Run Greenway and Mill Run Greenway.

Staff reviewed other initiatives including Diversity, Equity and Inclusion program to ensure organizational policies and actions reflect fairness and equity. The Parks and Recreation program that will be run in house by City Staff. There will be a internal employee focus to evaluate city Employee Management Development Program and create a succession planning strategy for the next 36 months. It was discussed the hope to return to in office work and reopen buildings to the public. Police body cameras will be starting to be utilized in the second half of the 2021.

Mr. Homan discussed the conversation of Community Energy Aggregation and the request by Sustainable Delaware to have this discussion and action. He discussed the thought to expand the boundaries to the DORA and make hours permanent and allow for spirituous liquors.

Vice-Mayor Shafer discussed the need to start taking active steps to achieve goals.

ITEM 3: NEXT WORK SESSION DATE: March 1, 2021
A. Proposed Topic: Real Estate Market Study Results

Mr. Homan discussed having a discussion regarding energy aggregation in addition at the March 1 Work Session.

ITEM 4: ADJOURNMENT

Motion: Vice-Mayor Shafer motioned to adjourn the meeting. The meeting adjourned at 7:50 p.m.

_____
Mayor Carolyn Kay Riggle

_____
Elaine McCloskey, Council Clerk

PUBLIC WORKS/PUBLIC UTILITIES COMMITTEE
MOTION SUMMARY
November 12, 2020

ITEM 1. Roll Call

Chairman Jones called the virtual meeting to order at 5:30 p.m.

Members Present: Councilmember George Hellinger and Councilmember Cory Hoffman and Chairman Chris Jones

City Staff Present: Bill Ferrigno, Public Works Director/City Engineer, Justin Nahvi, Finance Director and Blake Jordan, Public Utilities Director

ITEM 2. APPROVAL of the Motion Summary of the Public Works/Public Utilities Committee meeting held August 4, 2020 as recorded and transcribed.

Motion: Mr. Hellinger moved to approve the Motion Summary of the Public Works/Public Utilities Committee meeting held August 4, 2020, seconded by Vice-Chairman Hoffman. Motion approved by a 3-0 vote.

ITEM 3. PUBLIC COMMENTS

Mike Viall
766 Jonathan Place
Delaware, Ohio

Mr. Viall discussed that he recently moved here from Kettering, Ohio and that the senior discount was provided to anyone over the age of 65. He also discussed that there was a safety issue as that the smaller trash containers demonstrate that there are senior citizens that reside alone.

Mr. Ferrigno did clarify that the 32-gallon refuse container was not limited to senior citizens and that citizens do request the smaller can and pay full price.

ITEM 4. DISCUSSION over changes to the Senior Discount of Refuse Fees

Mr. Ferrigno discussed the request regarding senior discount to expand eligibility. Current requirements are 55 years or older and living alone. He discussed how the changes to the senior discount can affect other residents. The current rate is $20.60 a month, which is a 50% discount. He discussed proposed rates with the 10% or 15% senior discount and the impact it would have. The current senior citizen discount for surround areas is around 10% to 11.5%. Items for discussion included; expanding eligibility receiving discount to include singe, married, and head of household senior citizen residents,

revise the age for senior discount eligibility, revise %discount for seniors to align with local area values, revised Refuse Code language governing tipcart storage to be out of site on non-collection days. Rates do not reflect potential increase in monthly refuse fees associated with increasing operating costs or fund balance requirements. Refuse rates are anticipated to increase substantially over the next five years. There will be upcoming equipment replacement that will also affect the operating costs.

Mr. Hoffman clarified that the more eligible for discount then the monthly cost reflects on those that do not receive the discount. Mr. Hellinger voiced concerns on basing a discount on a age factors. Discount should be based on need and not arbitrary figure of senior 55 years of age and living alone. He also discussed that the City of Delaware is a targeted community for retirement population and not contributing to the income tax. He discussed that the need should be based on fixed income and need, regardless of age. Mr. Hellinger discussed the need for the policy to be reevaluated.

Mr. Ferrigno discussed some code changes needed regarding the placement of tip carts and piloting of refuse recycling. Mr. Nahvi discussed grandfathering in those eligible now for discount if there are changes to age and threshold. He discussed the look to increase rates for refuse and storm water to be in effect in 2022.

ITEM 5. STAFF COMMENTS

No additional staff comments.

ITEM 6. MEMBER COMMENTS

No additional member comments.

ITEM 7. ADJOURNMENT

Motion: Mr. Hellinger motioned to adjourn the Public Works/Public Utilities Committee meeting. The meeting adjourned at 5:55 p.m.

Chairman

Elaine McCloskey, Clerk

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PARKING AND SAFETY
MOTION SUMMARY
October 19, 2020

ITEM 1. ROLL CALL

Vice-Chairwoman Keller called the Parking and Safety Meeting to begin at 6:00 p.m.

Members Present: Councilman Drew Farrell, Vice-Chairwoman Lisa Keller and Chairman Kent Shafer

Staff Present: John Donahue, Fire Chief, Rob Penrod, Captain, Jessica Ormeroid, Project Engineer, Bill Ferrigno, City Engineer and Public Works Director

ITEM 2. ELECTION of Chair and Vice-Chair

Motion: Mrs. Keller motioned to nominate Mr. Shafer as Chairperson, seconded by Mr. Farrell. Motion approved by a 3-0 vote.

Motion: Mr. Farrell motioned to nominate Mrs. Keller 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 August 17, 2020, as recorded and transcribed.

Motion: Councilman Farrell moved to approve the Motion Summary of the Parking and Safety Committee meeting held August 17, 2020, seconded by Vice-Chairwoman Keller. Motion approved by a 2-0-1 (Shafer) vote.

ITEM 4. PUBLIC COMMENT

PUBLIC PARTICIPATION:
Kellie Dawson
Via Cisco Webex
Delaware Counseling Services, LLC
21 West Central Avenue
Delaware, Ohio

Ms. Dawson discussed difficulty accessing her parking spaces due to temporary parking in the alley by Brinks to the bank for deliveries. The issue arose in 2017 with the paving of the parking lot by a restaurant owner. The current signate of

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No Stopping in Alley is not enforceable by law. Mr. Ferrigno discussed that staff has worked on this issue and provided a recommended solution but would need the restaurant owner to agree. Staff to reach out to neighbors to discuss the recommended solution by staff.

Tom Cahill
Via email
401 Gwinnet Street
Delaware, Ohio

The Clerk read into the record an email provided by Mr. Cahill in which he requests the consideration of low-speed vehicles on public roadways. Mrs. Keller discussed that this had been requested prior and concerns before from the Chief of Police were related to safety issues and the use on State Routes. Captain Penrod voiced safety concerns related to the vehicles. The Committee requested that staff provide a more formal report at the next meeting.

ITEM 5. DISCUSSION and RECOMMENDATION of private purchase and installation of speed feedback signs for locations that do not meet all the Traffic Calming Guidelines

Mr. Ferrigno discussed the current policy for speed feedback signs.

PUBLIC PARTICIPATION:
Tim Adams
Via Cisco Webex

Mr. Adams discussed the position of the HOA to purchase the signage. He voiced concerns of speeding in Cheshire Crossing.

Sunny Koo
Via Cisco Webex
431 Braumiller Crossing Drive
Delaware, Ohio

Mr. Koo discussed concerns of speeding in Braumiller Woods and Estates of Braumiller. He questioned what can be done after explored all traffic calming measures.

Mr. Ferrigno reviewed the speed studies for the areas and that based on the data they would not recommend the use of speed feedback signs. He also discussed that overuse of the signs can cause them to become less effective, especially in areas where it is not warranted. Another concern Mr. Ferrigno voiced was the responsible party for maintenance. Chairman Shafer recommended that staff and Police work on education programs relating to neighborhood speeding. Chief

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Donahue discussed the use of speed humps instead of speed humps. Mr. Ferrigno provided information on grant funding that has been applied for the repaving of Hawthorn Blvd and the ability to use the funding to add in traffic calming measures.

ITEM 6. DISCUSSION and RECOMMENDATION of parking restriction evaluation for Kesselbrooke Station

Ms. Ormeroid reviewed the concerns and that upon investigation it was found that twelve No Parking signs had been removed. This was replaced by staff upon the discovery.

PUBLIC PARTICIPATION:
Luke Poljak
Via Cisco Webex

Mr. Poljak voiced concerns over the recommended changes and that neighbors don't obey parking signage regardless. He discussed that the roads are not wide enough as is for school buses and snow plows and that many neighbors do not utilize their garages for parking of vehicles.

Motion: Mr. Farrell motioned to make the changes as recommended by staff, seconded by Vice-Chairwoman Keller. Motion approved by a 3-0 vote.

ITEM 7. STAFF COMMENTS

ITEM 8. COMMITTEE COMMENTS

ITEM 9. ADJOURNMENT

Motion: Vice-Chairwoman Keller moved to adjourn the meeting. The Parking and Safety Committee Meeting adjourned at 7:17 p.m.

DocuSigned by:
Kent Shafer
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Kent Shafer, Chairman

DocuSigned by:
Elaine McCloskey
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Elaine McCloskey, Clerk

EST 1808
CITY OF
DELAWARE
OHIO

FACT SHEET

AGENDA ITEM NO: CONSENT ITEM C DATE: 02/22/2022

ORDINANCE NO: RESOLUTION NO: 21-09

READING: FIRST PUBLIC HEARING: NO

TO: Mayor and Members of City Council

FROM: R. Thomas Homan, City Manager

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

TITLE OF PROPOSED ORDINANCE/RESOLUTION:
A RESOLUTION APPOINTING A REPRESENTATIVE AND AN ALTERNATE REPRESENTATIVE TO THE OHIO PUBLIC WORKS COMMITTEE (OPWC) DISTRICT 17 INTEGRATING COMMITTEE FOR THE PERIOD OF APRIL 2021 THROUGH APRIL 2024.

BACKGROUND:
The City of Delaware and the City of Powell share a seat on the Integrating Committee for OPWC District 17. The seat is reserved for "Cities of Delaware County". The City of Powell has again deferred to the City of Delaware to appoint a representative to fill this one seat, as well as an alternate. This deferment is documented in an email exchange between City Managers of both cities. The proposed representative is Matt Weber from Public Works and the alternative is Director of Public Works/City Engineer Bill Ferrigno.

REASON WHY LEGISLATION IS NEEDED:
OPWC requires this appointment be made through City Council action.

COMMITTEE RECOMMENDATION:
N/A

FISCAL IMPACT(S):
N/A

POLICY CHANGES:
N/A

PRESENTER(S):
William L. Ferrigno, P.E. – Public Works Director/City Engineer

RECOMMENDATION:
Approval

ATTACHMENT(S)
City of Powell deferment email

RESOLUTION NO. 21-09

A RESOLUTION APPOINTING A REPRESENTATIVE AND AN ALTERNATE REPRESENTATIVE TO THE OHIO PUBLIC WORKS COMMITTEE (OPWC) DISTRICT 17 INTEGRATING COMMITTEE FOR THE PERIOD OF APRIL 2021 THROUGH APRIL 2024.

WHEREAS, Members are to be appointed to serve on various Committees, Commissions and Boards by the Mayor of the City of Delaware and confirmed by Council; and

WHEREAS, the Mayor has appointed and Council has confirmed the following appointments.

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

SECTION 1. The following appointments are hereby made:

Matt Weber will serve as the City's representative to the Ohio Public Works Committee District 17 Integrating Committee and Bill Ferrigno will serve as an alternate. The term of this appointment is for a period of three from April 2021 through April 2024.

SECTION 2. This resolution shall be effective immediately upon its passage.

PASSED: _____, 2021 YEAS ____ NAYS ____
ABSTAIN ____

ATTEST: _____ _____
CITY CLERK MAYOR

From:	Andrew White
To:	R Thomas Homan
Cc:	Kyle Kridler; Bill Ferrigno; Matt Weber; Elaine McCloskey
Subject:	RE: City of Delaware OPWC Appointment
Date:	Thursday, February 18, 2021 10:51:00 AM
Attachments:	image002.png

Warning! This message was sent from outside your organization and we are unable to verify the sender.

Good morning Tom,

Thank you for the opportunity to consider this appointment, I support the recommendation to preserve current representation to the OPWC. I will work with Powell's Engineer, Chris Huber, to advance our projects to Matt for funding consideration during this term.

Andy

Andrew D. White
City Manager
47 Hall Street, Powell, Ohio 43065
614.885.5380 ¦ www.cityofpowell.us

Powell OHIO

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From: R Thomas Homan <rthoman@delawareohio.net>
Sent: Monday, February 15, 2021 11:05 AM
To: Andrew White <awhite@cityofpowell.us>
Cc: Kyle Kridler <kkridler@delawareohio.net>; Bill Ferrigno <bferrigno@delawareohio.net>; Matt Weber <mweber@delawareohio.net>; Elaine McCloskey <EMcCloskey@delawareohio.net>
Subject: City of Delaware OPWC Appointment

Hi Andy:

This follows our conversation from January regarding a number of items, including the city's OPWC appointment. Every three years, the reappointment of municipal representatives is required. I've attached background information from 2018, the last time the reappointment was made. You'll note that we are recommending keeping the representatives the same, Deputy City Engineer Matt Weber be the City's primary representative with Bill Ferrigno being the alternate. If you concur, please respond accordingly.

Thank you for your consideration and feel free to reach out if you have any questions or need additional information.

Tom

R. Thomas Homan, ICMA-CM
City Manager
City of Delaware
(740) 203-1010
rthoman@delawareohio.net

EST 1808
CITY OF
DELAWARE
OHIO

FACT SHEET

AGENDA ITEM NO: 8

ORDINANCE NO: 20-07

READING: SECOND

DATE: 02/22/2021

RESOLUTION NO:

PUBLIC HEARING: YES

FEBRUARY 22, 2021 @ 7:20 PM

TO: Mayor and Members of City Council

FROM: R. Thomas Homan, City Manager

VIA: David Efland, Planning and Community Development Director

TITLE OF PROPOSED ORDINANCE/RESOLUTION:
AN ORDINANCE FOR CENTRAL OHIO MOBILE VETERINARY SURGICAL SERVICES LLC., FOR APPROVAL OF A CONDITIONAL USE PERMIT REQUEST FOR A VETERINARY HOSPITAL AT 585 SUNBURY ROAD IN THE DELAWARE COMMERCIAL PARK AND ZONED B-3 (COMMUNITY BUSINESS DISTRICT).

BACKGROUND:
See attached staff report.

REASON WHY LEGISLATION IS NEEDED:
To achieve compliance with Section 1148 Conditional Use Regulations of the zoning code.

COMMITTEE RECOMMENDATION:
Planning Commission approved this case 7-0 on February 3, 2021.

FISCAL IMPACT(S):
N/A

POLICY CHANGES:
N/A

PRESENTER(S):
David Efland, Planning and Community Development Director

RECOMMENDATION:
Staff recommends approval

ATTACHMENT(S)
See attached

ORDINANCE NO. 21-07

AN ORDINANCE FOR CENTRAL OHIO MOBILE VETERINARY SURGICAL SERVICES LLC., FOR APPROVAL OF A CONDITIONAL USE PERMIT REQUEST FOR A VETERINARY HOSPITAL AT 585 SUNBURY ROAD IN THE DELAWARE COMMERCIAL PARK AND ZONED B-3 (COMMUNITY BUSINESS DISTRICT).

WHEREAS, the Planning Commission at its meeting of February 3, 2021 recommended approval of a Conditional Use Permit request for Central Ohio Mobile Veterinary Surgical Services LLC., for approval of a Conditional Use Request for a Veterinary Hospital at 585 Sunbury Road in the Delaware Commercial Park and zoned B-3 (Community Business District) (PC Case 2021-0121).

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

SECTION 1. That the Conditional Use Permit request for Central Ohio Mobile Veterinary Surgical Services LLC., for a Veterinary Hospital at 585 Sunbury Road in the Delaware Commercial Park and zoned B-3 (Community Business District), is hereby confirmed, approved, and accepted with the following conditions that:

1. No outdoor kennel or the like shall be permitted for the proposed veterinary hospital.
2. Any signage shall achieve compliance with the zoning code.

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

VOTE ON RULE SUSPENSION: YEAS____NAYS____
ABSTAIN ____

PASSED: _____, 2021 YEAS____ NAYS____
ABSTAIN ____

ATTEST: _____ _____
CITY CLERK MAYOR

EST 1808
CITY OF
DELAWARE
OHIO

PLANNING COMMISSION/STAFF REPORT

CASE NUMBER: 2021-0121
REQUEST: Condition Use Permit
PROJECT: Central Ohio Mobile Veterinary Surgical Services
MEETING DATE: February 3, 2021

APPLICANT/OWNER
Central Ohio Mobile Veterinary Surgical Services
585 Sunbury Road
Delaware, Ohio 43015

REQUEST
2021-0121: A request by Central Ohio Mobile Veterinary Surgical Services, LLC. for approval of a Conditional Use Permit for a veterinary hospital at 585 Sunbury Road in the Delaware Commerce Park and zoned B-3 (Community Business District).

PROPERTY LOCATION & DESCRIPTION
The existing building is located at 585 Sunbury Road in the Delaware Commerce Park. The subject property is zoned B-3 (Community Business District) as are the properties to the east and west. The property to the north is zoned R-6 (Multi-Family Residential District) and the properties to the south are zoned B-4 (General Business District) across Sunbury Road.

BACKGROUND
The commerce park was constructed in 1990 per the Delaware County Auditor's Office and consists of six buildings on approximately 7.1 acres containing commercial and office uses. The applicant is proposing a veterinary care hospital for referral surgical and emergency care for pets and would be open 24/7 at this location. All pets would be housed indoors only with minimal need to leave the building except occasional leashed/supervised outdoor exercise / rehab for certain animals and situations but this would not qualify as an outdoor run or kennel under code. There would not be any boarding of healthy pets at this location. There would be not alternations to the site plan or exterior renovations to the building.

STAFF ANALYSIS

- **ZONING:** As previously mentioned, the subject property is zoned B-3 (Commercial Business District) which allows a veterinary hospital with Conditional Use Permit approval by the Planning Commission and City Council.
- **GENERAL ENGINEERING:** The applicant would not be required to submit engineering drawings because the improvements are only interior renovations within an existing building with not site improvements.
- **BUILDING:** The veterinary hospital would have to achieve compliance with all building code requirements and the applicant needs to obtain a building permit before starting construction.
- **ROADS AND ACCESS:** The access to the commerce park would not change with primary access from the existing curb cut on Sunbury Road and secondary access from two curb cuts from Bowtown Road.
- **SITE CONFIGURATION:** The approximate 6,000 square foot building is the western most building in the six-building commerce park. There would be not any site improvements and no any exterior changes to the building proposed. The subject building has 37 parking spaces allocated and the proposed use would only require 30 parking spaces which achieves compliance with the zoning code.
- **LANDSCAPING & SCREENING:** No additional landscaping would be required with the veterinary hospital.
- **SIGNAGE:** The applicant is not proposing specific building signage in this application, but any signage would have to achieve compliance with the base zoning code.
- **LIGHTING:** The applicant is not proposing any new exterior lighting. Any such exterior lighting, if desired, would have to achieve compliance with the minimum zoning requirements and would have to be approved by the City.

- **CONDITIONAL USE PERMIT:** A veterinary hospital shall comply with the general review criteria and the supplemental regulations for specific uses set forth in Chapter 1148. More specifically, in order to minimize any effects of the above per Chapter 1148.05 Supplemental Regulations for Specific Uses, staff suggests that an outdoor kennel or the like shall not be permitted because of the proximity to residentially zoned land to the north. Otherwise, the proposal appears to achieve compliance with the general review criteria and supplemental regulations to allow for a Conditional Use Permit for the proposed use.

STAFF RECOMMENDATION (2021-0121 – CONDITIONAL USE PERMIT)
Staff recommends approval of a request by Central Ohio Mobile Veterinary Surgical Services, LLC. for a Conditional Use Permit for a veterinary hospital at 585 Sunbury Road in the Delaware Commerce Pak and zoned B-3 (Community Business District), with the following conditions that:

1. No outdoor kennel or the like shall be permitted for the proposed veterinary hospital.
2. Any signage shall achieve compliance with the zoning code.

GENERAL REVIEW CRITERIA FOR ALL CONDITIONAL USE PERMITS

1. Will be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity, and that such use will not essentially change the character of the same area.
2. Will not be detrimental to property values in the immediate vicinity.
3. Will not restrict or adversely affect the existing use of the adjacent property owners.
4. Will be designed and constructed so that all access drives, access points to public streets, driveways, parking and service areas shall be in compliance with the regulations set forth in Chapter 1161.
5. Will be properly landscaped in accordance with Chapter 1166.
6. That the establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety or general welfare.
7. That the establishment of the conditional use in the proposed location will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.
8. That adequate utilities, access roads, drainage and/or necessary facilities have been or are being provided.
9. That adequate measures have been or will be taken to provide ingress and egress designed to minimize traffic congestion on the surrounding public streets and to maximize public safety.
10. That the establishment of the conditional use will not be detrimental to the economic welfare of the community by creating excessive additional requirements or public cost for public facilities such as police, fire and schools.
11. That there is minimal potential for future hardship on the conditional uses that could result from the proposed use being surrounded by uses permitted by right that may be incompatible.

SUPPLEMENTAL REGULATIONS FOR SPECIFIC USES

(ii) Veterinarian hospital (with associated runs and kennels).
(1) Outdoor areas devoted to kennel operations shall be:
  A. Located in the rear yard and shall comply with the building setback requirements for the district in which the use is located.
  B. A minimum of two hundred (200) feet from any residential district.
  C. A maximum of twenty-five percent (25%) of the total floor area.
(2) Odor and noise shall be adequately controlled to ensure that animals do not create a nuisance.

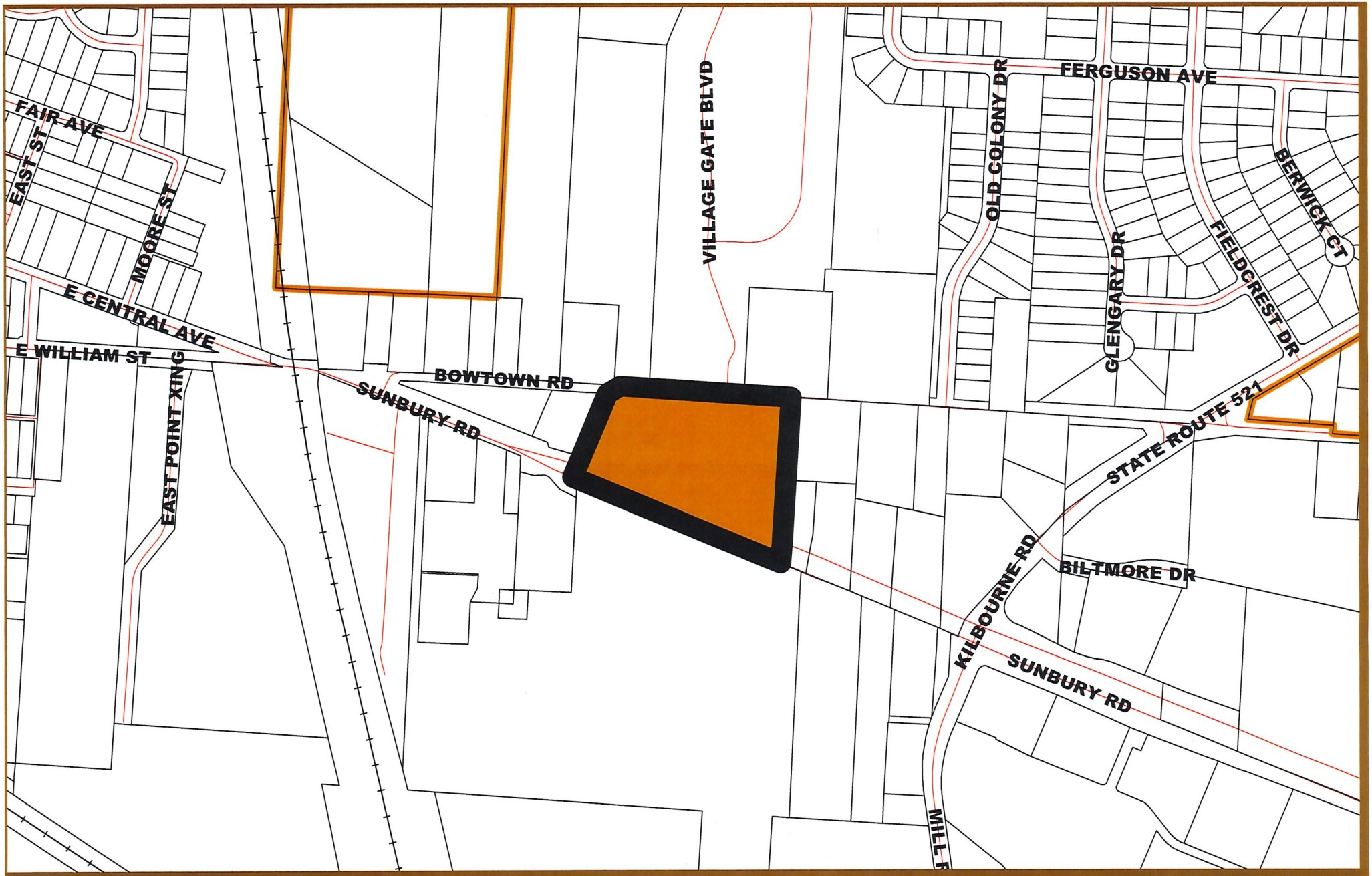
(3) The boarding of animals shall be restricted to overnight lodging only as necessary for animals receiving medical attention.

COMMISSION NOTES:

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

CONDITIONS/MISCELLANEOUS:

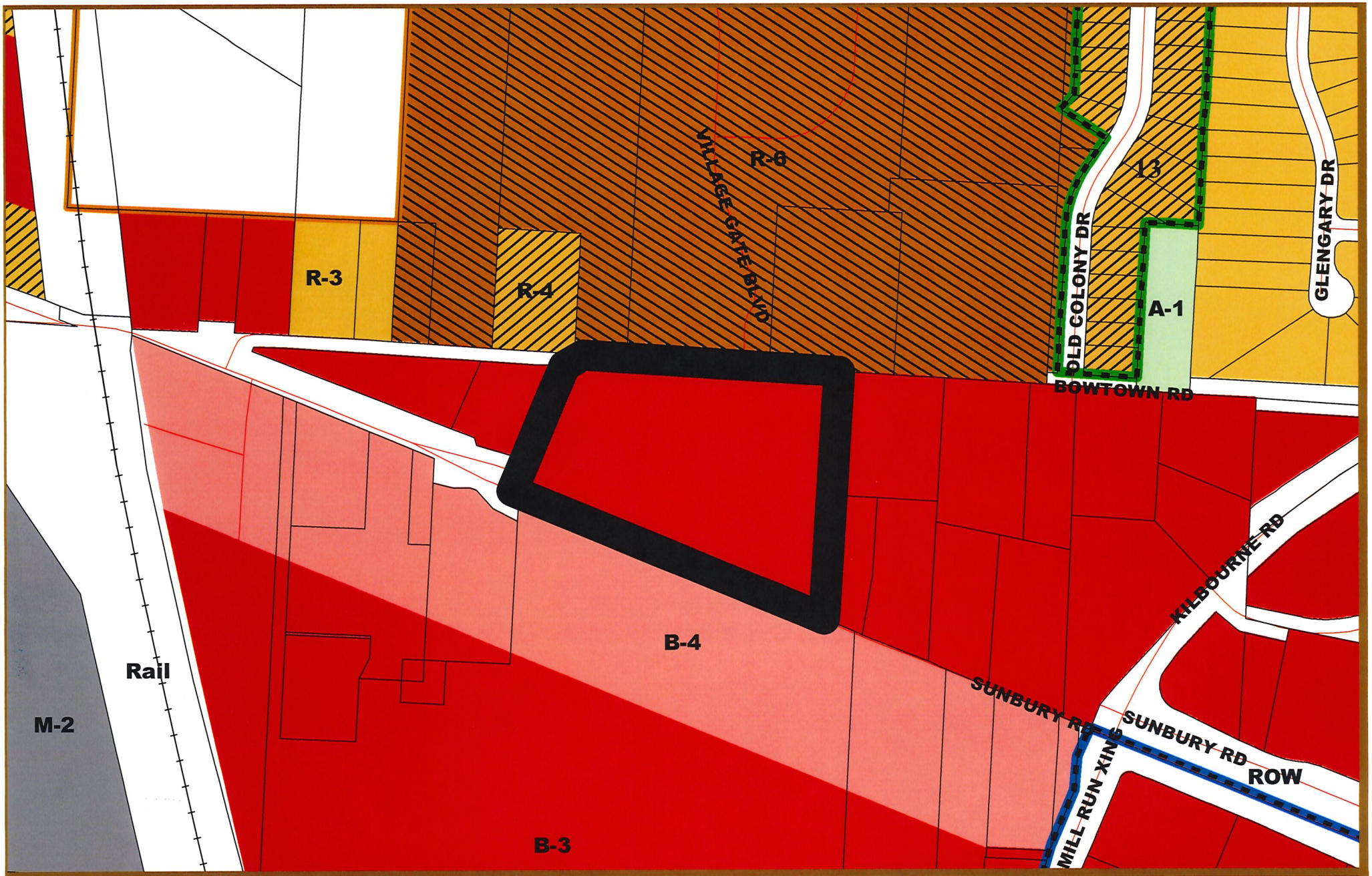
FILE:
ORIGINAL: **1/26/21**
REVISED:



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OHIO

2021-0121
Conditional Use Permit
Central Ohio Mobile Veterinary Surgical Services - 585 Sunbury Road
Location Map

N



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OHIO

2021-0121
Conditional Use Permit
Central Ohio Mobile Veterinary Surgical Services - 585 Sunbury Road
Zoning Map

N



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OHIO

2021-0121
Conditional Use Permit
Central Ohio Mobile Veterinary Surgical Services - 585 Sunbury Road
Aerial (2019) Map

N


BOWTOWN RD
+/-34 unreserved parking spaces in front and directly behind the +/-6,000 SF building

167. VETERINARY HOSPITAL. "Veterinary hospital" means a place where animals are given medical treatment and *the boarding of animals occurs only as an incidental use.*

COMVSS LLC plans to provide specialty veterinary care to the Delaware Area and surrounding communities. Our intentions are to occupy the whole building space at 585 Sunbury Road, Delaware, Ohio. The hospital will host referral surgical patients. This is slightly different than a general veterinary practice in that all of our patients have a medical issue needing addressed. Most instances the patient is requiring surgical intervention or critical/emergency care. We will not offer routine wellness exams at this location. All patients would be housed indoor only with minimal need to leave the building. We will not be boarding healthy pets as a service. We will offer emergency care to pets and their owners 24 hours. Some patients will require hospitalization and continued care.

There is no plan to make alterations to the exterior of the existing building. This includes landscaping. The character shall remain the same as adjacent structures.

There is no reason any of the surrounding properties would be adversely affected. There would be no changes made to the access drives, access points to public streets driveways or parking. They shall remain as landlord has currently.

(1) Outdoor areas devoted to kennel operations shall be:

A. Located in the rear yard and shall comply with the building setback requirements for the district in which the use is located.

B. A minimum of two hundred (200) feet from any residential district.

C. A maximum of twenty-five percent (25%) of the total floor area.

There will be no outdoor kennel space. All pets are kept within the building.

(2) Odor and noise shall be adequately controlled to ensure that animals do not create a nuisance.

As a place for gold standard veterinary care, the building will be cleaned multiple times daily. Areas are to be continuously sanitized to provide infection control among patients. All waste products will be disposed of in the appropriate manner.

Our patients will be either extremely ill or under the use of sedatives for surgery therefore do not cause a concern regarding noise.

(3) The boarding of animals shall be restricted to overnight lodging only as necessary for animals receiving medical attention.

Hospitalized pets would need to remain overnight at times. There will not be any boarding services offered.

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FACT SHEET

AGENDA ITEM NO: 9

DATE: 02/22/2021

ORDINANCE NO: 21-08

RESOLUTION NO:

READING: SECOND

PUBLIC HEARING: YES
FEBRUARY 22, 2021 @ 7:30 PM

TO: Mayor and Members of City Council

FROM: R. Thomas Homan, City Manager

VIA: David Efland, Planning and Community Development Director

TITLE OF PROPOSED ORDINANCE/RESOLUTION:
AN ORDINANCE APPROVING A REZONING AMENDMENT FOR FIRST CITIZENS NATIONAL BANK FROM B-3 (COMMUNITY BUSINESS DISTRICT) TO B-2 (CENTRAL BUSINESS DISTRICT) AT 33 WEST WILLIAM STREET ON APPROXIMATELY 0.324 ACRES.

BACKGROUND:
See attached staff report.

REASON WHY LEGISLATION IS NEEDED:
To achieve compliance with Chapter 1130 Amendments of the Codified Ordinances.

COMMITTEE RECOMMENDATION:
Planning Commission recommended approval by a vote of 7-0 on February 3, 2021.

FISCAL IMPACT(S):
N/A

POLICY CHANGES:
N/A

PRESENTER(S):
David Efland, Planning and Community Development Director

RECOMMENDATION:
Staff recommends approval

ATTACHMENT(S)
See attached

ORDINANCE NO. 21-08

AN ORDINANCE APPROVING A REZONING AMENDMENT FOR FIRST CITIZENS NATIONAL BANK FROM B-3 (COMMUNITY BUSINESS DISTRICT) TO B-2 (CENTRAL BUSINESS DISTRICT) AT 33 WEST WILLIAM STREET ON APPROXIMATELY 0.324 ACRES.

WHEREAS, the Planning Commission at its meeting of February 3, 2021 recommended approval of a Rezoning Amendment for First Citizens National Bank from B-3 (Community Business District) to B-2 (Central Business District) at 33 West William Street on approximately 0.324 acres (PC Case 2021-0118).

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

SECTION 1. That the Rezoning Amendment for First Citizens from National Bank from B-3 (Community Business District) to B-2 (Central Business District) at 33 West William Street on approximately 0.324 acres, is hereby confirmed, approved, and accepted with the following condition that:

1. Any change of use and/or new structure(s) shall require achieve compliance with B-2 zoning requirements.

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

VOTE ON RULE SUSPENSION: YEAS____NAYS____
ABSTAIN ____

PASSED: _____, 2021 YEAS____ NAYS____
ABSTAIN ____

ATTEST: _____ _____
CITY CLERK MAYOR

EST 1808
CITY OF
DELAWARE
OHIO

FACT SHEET

AGENDA ITEM NO: 10 | DATE: 02/22/2021

ORDINANCE NO: 21-09 | RESOLUTION NO:

READING: SECOND | PUBLIC HEARING: NO

TO: Mayor and Members of City Council

FROM: R. Thomas Homan, City Manager

VIA: David Efland, Planning and Community Development Director

TITLE OF PROPOSED ORDINANCE/RESOLUTION:
AN ORDINANCE APPROVING A COMBINIED PRELIMINARY AND FINAL DEVELOPMENT PLAN FOR FIRST CITIZENS NATIONAL BANK AT 33 WEST WILLIAM STREET ON PROPERTY ZONED B-2 (CENTRAL BUSINESS DISTRICT) ON APPROXIMATELY 0.324 ACRES.

BACKGROUND:
See attached staff report.

REASON WHY LEGISLATION IS NEEDED:
To achieve compliance with Section 1129.05 Final Development Plan requirements of the zoning code.

COMMITTEE RECOMMENDATION:
Planning Commission recommended approval by a vote of 7-0 on February 3, 2021.

FISCAL IMPACT(S):
N/A

POLICY CHANGES:
N/A

PRESENTER(S):
David Efland, Planning and Community Development Director

RECOMMENDATION:
Staff recommends approval

ATTACHMENT(S)
See attached

ORDINANCE NO. 21-09

AN ORDINANCE APPROVING A COMBINED PRELIMINARY AND FINAL DEVELOPMENT PLAN FOR FIRST CITIZENS NATIONAL BANK AT 33 WEST WILLIAM STREET ON PROPERTY ZONED B-2 (CENTRAL BUSINESS DISTRICT) ON APPROXIMATELY 0.324 ACRES.

WHEREAS, the Planning Commission at its meeting of February 3, 2021 recommended approval of a Combined Preliminary and Final Development Plan for First Citizens National Bank at 33 West William Street on property zoned B-2 (Central Business District) on approximately 0.324 acres (PC Case 2021-0119).

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

SECTION 1. That the Combined Preliminary and Final Development Plan for First Citizens National Bank at 33 West William Street on property zoned B-2 (Central Business District) on approximately 0.324 acres, is hereby confirmed, approved, and accepted with the following conditions that:

1. A formal set of engineering drawings shall not be required but the development shall meet the minimum design requirements per the City Engineer approval.
2. The drive thru exit curb cut on West William Street shall be a right out only with signage per the City Engineer.
3. The number of on-site parking space on the site shall be 6 parking spaces.
4. The building design, materials and colors shall achieve compliance with the HPC approved plans of January 27, 2021.
5. Two additional street trees would be required along Franklin Street per the zoning code requirements.
6. Any wall signage shall achieve compliance with the Historic District Overlay requirements and the minimum zoning code requirements.
7. The site lighting shall achieve compliance with the minimum zoning code requirements and shall be approved by the City.
8. The sidewalks on West William Street and Franklin Street shall be maintained or replaced as needed and achieve compliance with City Engineering requirements.

SECTION 2. This Council finds and determines that all formal actions of this Council and any of its committees concerning and relating to the passage of

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

VOTE ON RULE SUSPENSION: YEAS____NAYS____
ABSTAIN ____

PASSED: _____, 2021 YEAS____ NAYS____
ABSTAIN ____

ATTEST: _____ _____
CITY CLERK MAYOR

EST 1808
CITY OF
DELAWARE
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PLANNING COMMISSION / STAFF REPORT

CASE NUMBERS: 2021-0118-0119
REQUEST: Multiple Requests
PROJECT: First Citizens National Bank
MEETING DATE: February 3, 2021

APPLICANT/OWNER
Triad Architects
172 East State Street
Columbus, Ohio 43215

REQUEST
2021-0118: A request by Triad Architects LLC., for a Rezoning Amendment for First Citizens National Bank at 33 West William Street from B-3 (Community Business District) to B-2 (Central Business District) on approximately 0.324 acres.
2021-0119: A request by Triad Architects LLC., for a Combined Preliminary and Final Development Plan for First Citizens National Bank for a building renovation and expansion at 33 West William Street on property zoned B-2 (Central Business District) on approximately 0.324 acres.

PROPERTY LOCATION & DESCRIPTION
The project site is located at 33 West William Street, on the southeast corner of West William Street and South Franklin Street in the Downtown Historic District Overlay. The zoning of the subject property is B-3 (Community Business District), as are the surrounding properties to the south, east, and west. The properties to the north are zoned B-2 (Central Business District).

BACKGROUND/PROPOSAL
The existing 500 square foot bank building will be renovated, and an approximate 2,170 square foot addition would be constructed on its west side expanding into the entire width of the existing side parking lot area. The existing three drive-through lanes on the building's east side will remain and will be upgraded. The remainder of the parking lot area (providing appropriate handicapped parking), driveway, and drive-through lanes will be re-paved. The existing traffic circulation pattern will be maintained. Customers will enter and exit the parking lot from the South Franklin Street curb cut while customers using the drive-through service will enter from the South Franklin Street entrance and exit onto West William Street using the pre-existing right turn only/exit only curb cut. Updated landscaping, lighting, and signage are proposed. The HPC reviewed and approved the building design, materials, and colors at their January 27, 2021 meeting to ensure compliance with the downtown historic standards. As a practical matter this site functions with Downtown Delaware. Most of Downtown is zoned B-2 (Central Business District). The proposal here would help re-build the street wall with building façade as well as allow the continuation of the bank use (long standing) on this property. The most appropriate zoning is therefore B-2 which would better allow the applicant to utilize the property in a fashion more consistent with the Downtown environment than it has been in the past. Finally, combined with the historic district overlay review, this will allow the knitting together of the fabric of Downtown in a more consistent, well designed, and coherent manner.

STAFF ANALYSIS

- **ZONING:** As previously mentioned, the property is zoned B-3 which allows commercial uses including the existing bank and addition. However, the B-3 zoning development requirements (setbacks, parking requirements, etc.,) are more restrictive and generally oriented less toward the downtown environment and more toward strip retail than the B-2 district requirements. Also, the B-2 district requirements would allow the building to be in character with the other buildings downtown in location, design, building materials etc. In conclusion the proposed rezoning and extending the B-2 zoning across West William Street appears to be a practical extension of the zoning district for a use that is compatible to the existing downtown uses (most of the downtown core is zoned B-2). This is also consistent with the rezoning recently approved on the property on the northwest corner of W. William St. and Franklin St.
- **GENERAL ENGINEERING:** Per the Engineering Department, the proposed site plan would require minor engineering upgrades (the proposed impervious surface would equal to or less than the current site) with appropriate notes on the building site plan drawings per the City Engineer. A formal set of engineering drawings would not be required.

- **SITE CONFIGURATION:** The access to the existing renovated 500 square foot bank building and the approximate 2,170 square foot addition would remain the same with a full movement curb cut from South Franklin Street (customers will enter and exit at this location) that would extent into a 6 space parking lot and the existing three drive-through lanes on the building's east side would remain (the drive thru will be a right only exit as currently configured). The remainder of the parking lot area (providing appropriate handicapped parking), driveway, and drive-through lanes will be re-paved. The proposed approximate 2,170 square foot addition would be on the western portion of the site extending toward Franklin Street with the main entrance on West William Street and a walk-up window on the rear of the building just west of the drive thru. The existing sidewalks on West William Street and Franklin Street shall be maintained or replaced as needed. Also, the owner indicated they would likely utilize tip cart refuse service instead of a dumpster.
- **BUILDING DESIGN:** As mentioned above, the Historic Preservation Commission approved the building design, materials and colors on January 27, 2021. The proposed design, material and colors of the building are as follows per HPC approval: The north elevation (front) has a cast limestone band with red brick continuing to ground level. A wall sign area is designated above the front entrance portico. The white aluminum clad wood entry doors will be maximum 75% glass with muntins to match the white aluminum clad wood windows. Also, the existing cupula and asphalt shingle gable roof over the existing bank building (the proposed east 'wing') and the asphalt shingle gable roof over the drive-through lanes will be removed and replaced with a flat roof with a white cornice. The entry door of the existing bank building will be replaced with white aluminum clad wood windows to match the existing window style. The bank addition will be primarily red brick with an asphalt shingle hip roof to match material and profiles of adjacent Historic District buildings, such as the Masonic Lodge to its west. The lower, roofed portion to its west (the west 'wing') is designed and scaled to complement the existing bank building (the east wing) in shape, material, and window type to lend an appearance of balance to the building. It will also have a flat roof with a white cornice and will be clad with white horizontal fiber cement lap siding with 4" exposure. The new bank building's front entrance with a portico faces West William St. The west (side) elevation would have cast limestone band with red brick continuing to ground level. The south (rear) elevation would have a cast limestone band with red brick continuing to ground level. The rear white aluminum clad wood entry door will be maximum 75% glass with muntins to match the white aluminum clad wood windows. There would be four windows on this elevation, To provide visual balance, the rear entry door of the new bank building will be flanked by two inset brick window profiles on its left and one white aluminum clad wood window and one inset brick window profile on its right. On the east wing, the existing bank building rear entry door opening will be replaced with a walk-up teller window with a transaction drawer, providing visual balance of the east and west wings. The brick on the south elevation of the existing bank building (the east wing) will be re-clad with white horizontal fiber cement lap siding with 4" exposure. The new bank building's rear entrance with a portico faces the south rear parking lot. The east elevation of the proposed east wing fronts the drive-through lanes. All window openings will remain intact. The two existing multi-paned windows at the front and rear will be replaced with white aluminum clad wood windows with the appearance of true muntins and white window base inset panels. The ATM machine will maintain its position north of the existing drive-up teller window. A night deposit box will be added adjacent to the teller window. The east elevation will be clad with white horizontal fiber cement lap siding with 4" exposure.

  In conclusion, the exterior materials and coloration of the existing bank building influence those of the proposed bank building, which comply with the Architectural Standards. They include: (1) Grey asphalt shingle roofing; (2) Red brick; (3) Cast limestone band; (4) White cornice and trim; (5) White smooth finish 5-1/4" horizontal fiber cement lap siding (with 4" exposure); (6) White inset panels under east and west wing windows to match existing; (7) White aluminum clad wood windows with appearance of true muntins. (Including white aluminum clad wood entry doors with maximum 75% glass and muntins to match windows); (8) 3-foot-high black metal historically appropriate fence. The proposed building would be a nice addition and complement the historic downtown.
- **SIGNAGE:** The applicant is proposing building signage that would need to achieve compliance with the historic district standards. The building signage would be located over the main entrance to the building on West William Street and on the rear of the building.
- **LIGHTING**: The applicant indicated they would utilize the existing 4 light poles in the parking lot (some of them would be replaced as required). The lights poles are black and have cut-off fixtures. Also, the building

would have wall lighting per the approved HPC building elevation and building code. A lighting plan that achieves compliance with the zoning code would need to be submitted, reviewed and approved by the City.

- **LANDSCAPING & SCREENING:** The applicant would have to install street trees (as needed), parking lot landscaping and foundation landscaping. The street trees along West William Street achieved compliance with the code but two additional street trees would be required along Franklin Street for a total of three. The existing street trees need to be reviewed by the City Arborist to determine if they need replaced or not. There are two large trees located within the existing landscape islands of the parking lot and the applicant is adding a few more trees in the new landscape islands. The City Arborist would have to review the two existing large trees to determine if they need replaced or not. Also, the applicant is proposing the installation of a 3-foot-high historically appropriate black metal fence along the West William Street frontage and along South Franklin Street, transitioning to landscaping along the building's west facade. Furthermore, all the existing and new trees shall achieve compliance with minimum site distance requirements. Finally, all landscaping shall be approved by the Shade Tree Commission.
- **TREE REMOVAL & REPLACEMENT:** The applicant is not removing any trees on the site that would need to be replaced per Chapter 1168 Tree Preservation Requirements. However, there are trees along the southern property line that would be preserved.

STAFF RECOMMENDATION (2021-0118 – REZONING)

Staff recommends approval of a request by Triad Architects LLC., for a Rezoning Amendment for First Citizens National Bank at 33 West William Street from B-3 (Community Business District) to B-2 (Central Business District) on approximately 0.324 acres, with the following condition:

1. Any change of use and/or new structure(s) shall require achieve compliance with B-2 zoning requirements.

STAFF RECOMMENDATION (2021-0119 – COMBINED PRELIMINARY & FINAL DEVELOPMENT PLAN)

Staff recommends approval of a request by Triad Architects LLC., for a Combined Preliminary and Final Development Plan for First Citizens National Bank for a building renovation and expansion at 33 West William Street on property zoned B-2 (Central Business District) on approximately 0.324 acres, with the following conditions that:

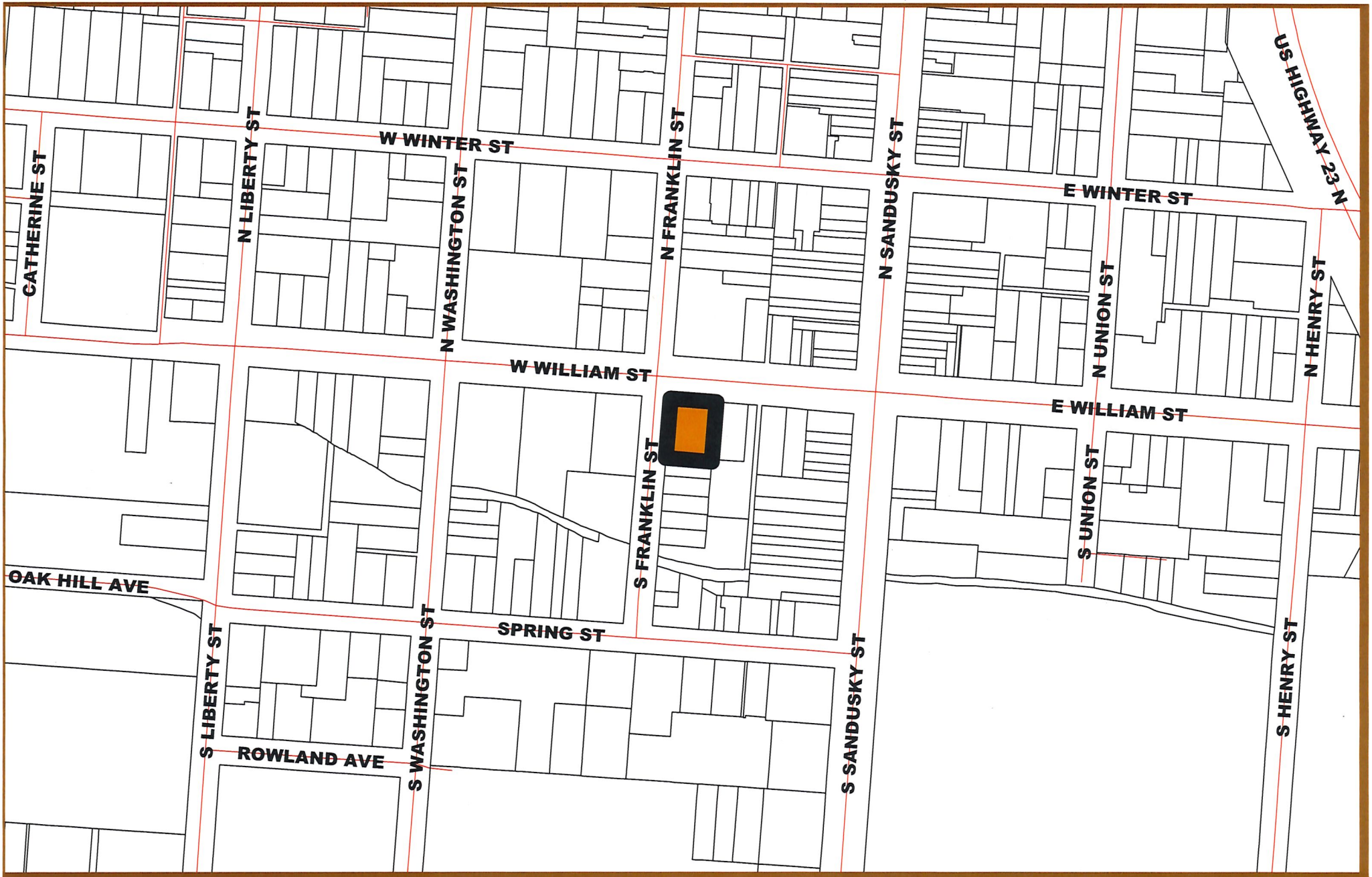
1. A formal set of engineering drawings shall not be required but the development shall meet the minimum design requirements per the City Engineer approval.
2. The drive thru exit curb cut on West William Street shall be a right out only with signage per the City Engineer.
3. The number of on-site parking space on the site shall be 6 parking spaces.
4. The building design, materials and colors shall achieve compliance with the HPC approved plans of January 27, 2021.
5. Two additional street trees would be required along Franklin Street per the zoning code requirements.
6. Any wall signage shall achieve compliance with the Historic District Overlay requirements and the minimum zoning code requirements.
7. The site lighting shall achieve compliance with the minimum zoning code requirements and shall be approved by the City.
8. The sidewalks on West William Street and Franklin Street shall be maintained or replaced as needed and achieve compliance with City Engineering requirements.

COMMISSION NOTES:

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

CONDITIONS/MISCELLANEOUS:

FILE:
ORIGINAL: **1/29/21**



EST 1808
CITY OF
DELAWARE
OHIO

2021-0118-0119
Rezoning & Combined Preliminary and Final Development Plan
First Citizens National Bank - 33 West William Street
Location Map

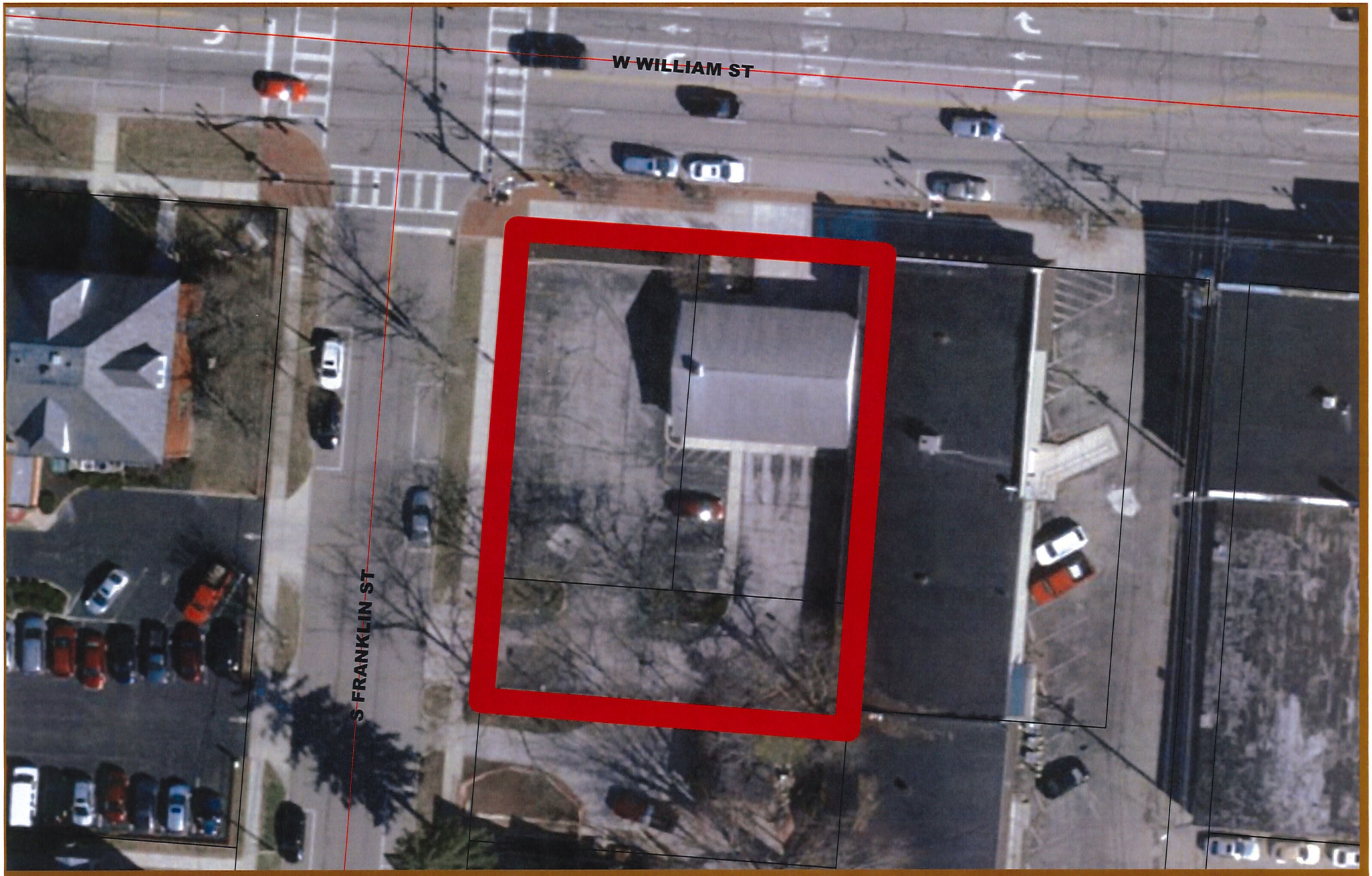
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2021-0118-0119
Rezoning & Combined Preliminary and Final Development Plan
First Citizens National Bank - 33 West William Street
Zoning Map

N



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OHIO

2021-0118-0119
Rezoning & Combined Preliminary and Final Development Plan
First Citizens National Bank - 33 West William Street
Aerial (2019) Map

N

January 19, 2021

First Citizens National Bank of Upper Sandusky
Delaware Branch
33 W. William Street
Delaware, OH 43015

City of Delaware – Planning & Community Development Submission

Narrative

The project site is located at 33 W. William Street on the southeast corner of the intersection of W. William Street and S. Franklin St. The site occupies three parcels with a mini-bank building, drive-through lanes and parking lot. The property is currently owned by Masonic Lodge No. 18. First Citizens National Bank of Upper Sandusky plans to lease the property to use the site as a full-service bank branch location.

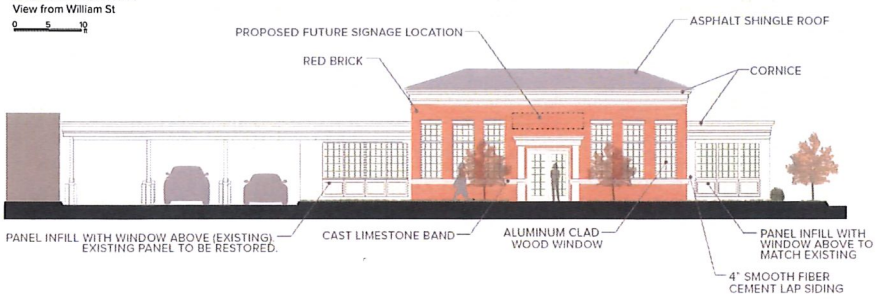
The existing 500 SF mini-bank building will be renovated, and a 2,100 SF addition constructed on its west side. The existing three drive-through lanes on the building's east side will remain and will be upgraded. The remainder of the parking lot area, driveway, and drive-through lanes will be repaved. The existing traffic circulation pattern will be maintained. Customers will enter and exit the parking lot from the S. Franklin St. entrance and exit onto W. William St. using the existing Right Turn Only / Exit Only driveway.

The zoning of the property is B-3 (Community Business District), as are the surrounding properties to the south, east, and west. The properties to the north are zoned B-2 (Central Business District). The project site is currently encircled by a band of adjoining commercial, retail, and institutional uses, with residential uses beyond that. The site is essentially incorporated into the downtown business district. To accommodate our proposal for a full-service bank branch facility we are asking that the site be re-zoned to B-2 (Central Business District) from the B-3 (Community Business District).

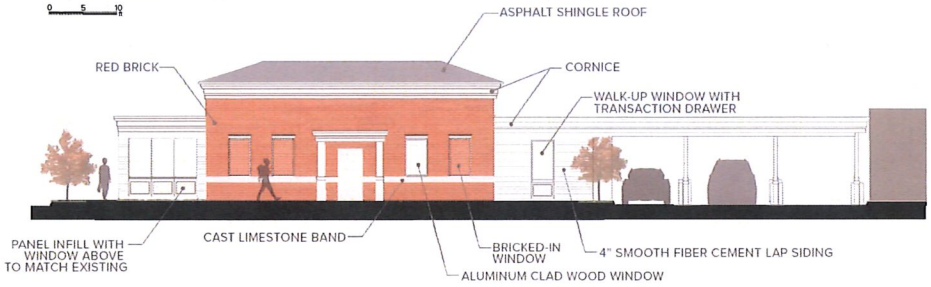
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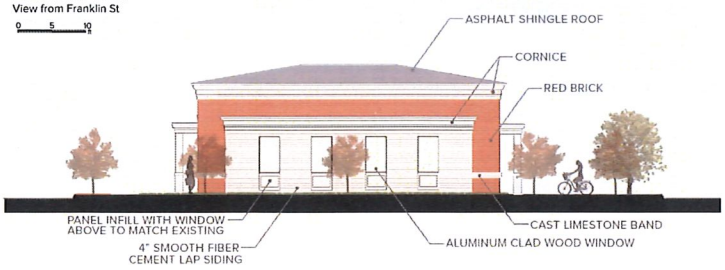
NORTH ELEVATION
View from William St



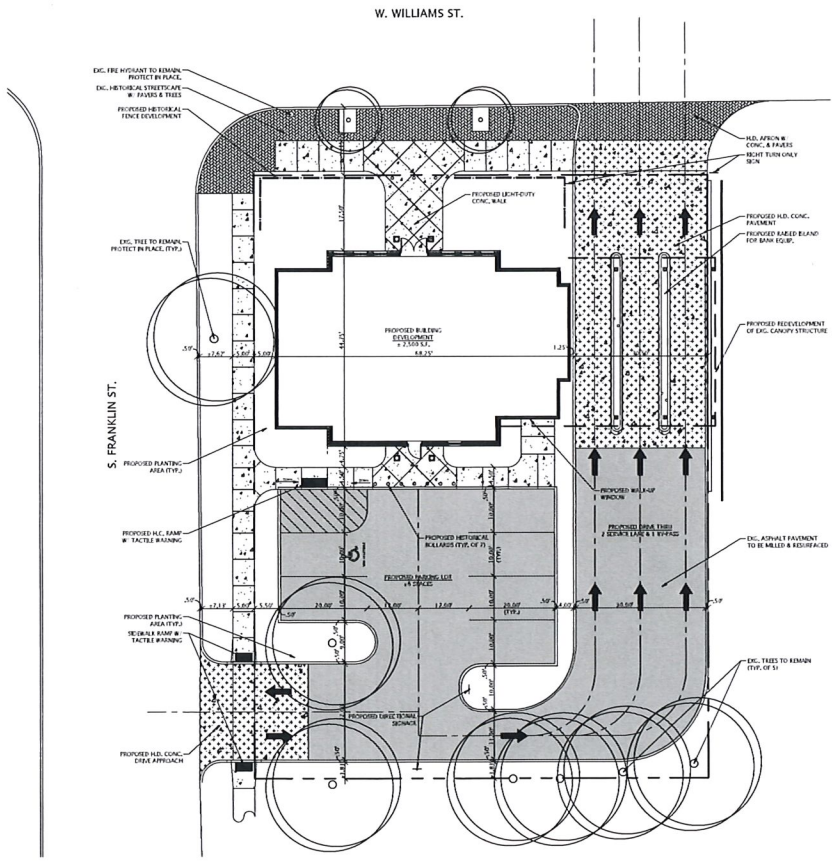
SOUTH ELEVATION
View from Parking Lot



WEST ELEVATION
View from Franklin St



FIRST CITIZENS NATIONAL BANK
33 W WILLIAM STREET DELAWARE, OHIO



CONSTRUCTION NOTES:

1. PRIOR TO DOING ANY WORK, THE GENERAL CONTRACTOR SHALL LOCATE ALL EXISTING UTILITIES, PUBLIC AND PRIVATE, BY CONTACTING "OHIO UTILITY PROTECTION SERVICE" AT 1-800-362-2764. THE GENERAL CONTRACTOR SHALL NOTIFY THE ARCHITECT, IN WRITING, OF ANY EXISTING UTILITY VALVES, MANHOLES, ETC. FOUND ON SITE AND NOT SHOWN ON THESE PLANS.
2. ALL CONSTRUCTION ELEMENTS SHALL BE LOCATED BY A LAND SURVEYOR REGISTERED WITH THE STATE OF OHIO. LAYOUT SHALL BE REVIEWED BY OWNER/ARCHITECT PRIOR TO CONSTRUCTION.
3. ALL EXISTING UTILITY VALVES, MANHOLES, ETC. FOUND ON SITE, BUT NOT NOTED ON THE SURVEY PLANS, SHALL BE BROUGHT TO THE ARCHITECT'S ATTENTION, IN WRITING.
4. ALL DIMENSIONS ARE FROM FACE OF CURB, UNLESS OTHERWISE NOTED.
5. SLOPES OF ALL NEW SIDEWALKS SHALL NOT EXCEED 2% AND HAVE A MINIMUM CROSS-SLOPE OF 2%.
6. CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL QUANTITIES OF SPECIFIED SITE AMENITIES FOR A COMPLETE PROJECT.
7. CONTRACTOR SHALL PROVIDE NECESSARY TRAFFIC SIGNAGE, ETC. FOR DEMOLITION AND OFF-SITE ACTIVITIES. CONTRACTOR SHALL COORDINATE ANY NECESSARY CLOSURES OF ADJACENT STREETS WITH OWNER, AND LOCAL AUTHORITIES HAVING JURISDICTION.
8. DEBRIS COLLECTOR TO BE INSTALLED IN THE EXISTING PARKING LOT CATCH BASIN.
9. CONDITION OF RETAINING WALL AT SE CORNER OF PARKING LOT UNABLE TO BE DETERMINED.
10. CONDITION OF EXISTING TREE ON FRANKLIN ST., TO BE DETERMINED. POTENTIAL REMOVAL OF TREE AND SIDEWALK REPAIR.
11. ANY EXCAVATION WITHIN H.D.W. REQUIRES A CITY R.O.W. PERMIT APPROVAL.
12. OWNER SHALL KEEP REFUSE TOTES INSIDE BUILDING & WHEEL TO TREE LAWN FOR TRASH COLLECTION.

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SCALE 1" = 17'

DELAWARE BRANCH PH.2

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DEVELOPMENT MEETING
5/10/2021
REVISIONS:

#	DATE	DESCRIPTION

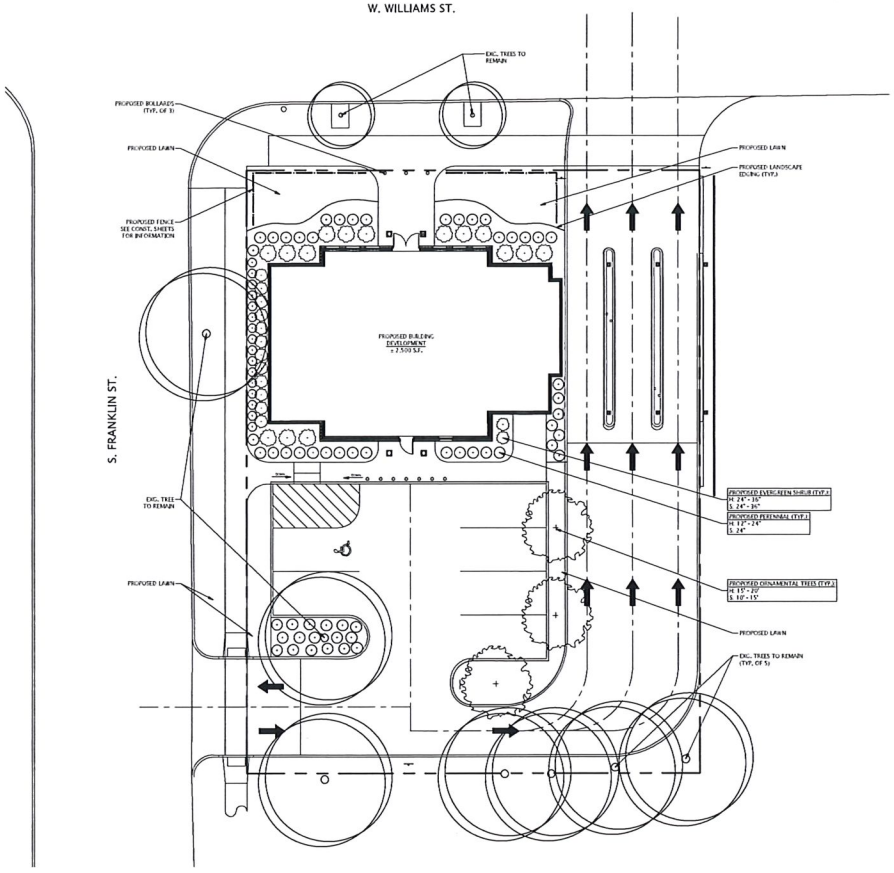
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DRAWN BY: JLP
CHECKED BY: BJG
PROJECT NUMBER: #20022

AS-100
Site Construction Plan

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20022 - FIRST CITIZENS NATIONAL BANK



LANDSCAPE PLANTING GENERAL NOTES

1. OWNER SHALL PROVIDE AND INSTALL ALL PLANTING AND LANDSCAPE MATERIALS. LANDSCAPE CONTRACTOR SHALL PROVIDE SOIL & EDGING MATERIALS TO COMPLETE PLANTING BEDS WITHIN PLAY GROUND AREA.
2. PRIOR TO COMMENCING WORK, THE LANDSCAPE CONTRACTOR SHALL COMPLETE A SITE INSPECTION OF THE GENERAL CONDITIONS TO VERIFY PROPER GRADING, DRAINAGE, TOPSOIL QUALITY, AND TO LOCATE ALL EXISTING UTILITIES, PUBLIC AND PRIVATE. CONTACT OHIO UTILITY PROTECTION SERVICE AT 1-800-362-2764 FOR UNDERGROUND UTILITY LOCATIONS. THE LANDSCAPE CONTRACTOR SHALL NOTIFY THE OWNER'S REPRESENTATIVE AND THE GENERAL CONTRACTOR, IN WRITING, OF ANY EXISTING UTILITY VALVES, MANHOLES, ETC. FOUND ON SITE AND NOT SHOWN ON THESE PLANS, AND OF ANY UNSATISFACTORY CONDITIONS. LIST BY THE GENERAL CONTRACTOR, LANDSCAPE WORK SHALL NOT PROCEED UNTIL SUCH CONDITIONS HAVE BEEN ACKNOWLEDGED, CORRECTED AND ARE ACCEPTABLE TO ALL PARTIES.
3. LANDSCAPE CONTRACTOR SHALL USE CAUTION WHEN WORKING AROUND ELECTRIC SITE LIGHTING, WALLS, IN-GROUND UTILITIES, LANDSCAPE PLANTINGS, ETC. TO AVOID POTENTIAL DAMAGES OR CREATE DISRUPTIONS OF UTILITY SERVICES. LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGES TO ELECTRIC CONDUITS AT NO ADDITIONAL COST TO THE OWNER.
4. ALL PLANTING BEDS AND LAWN AREAS ARE TO BE DEBRIS AND WEED FREE PRIOR TO INSTALLATION OF ANY LANDSCAPE MATERIALS. IF WEEDS EXIST PRIOR TO INSTALLATION, CONTRACTOR SHALL TREAT ALL AREAS WITH HERBICIDE AND WAIT 14 DAYS AFTER RECEIVING EXCESS GROWTH BEFORE INSTALLING PLANTS AND LAWN INSTALLATION.
5. ALL PLANTING AND LAWN AREAS ARE TO BE FREE OF STONES AND DEBRIS LARGER THAN 1 ½" DIA. TOPSOIL SHALL BE RAKED BY LANDSCAPE CONTRACTOR PRIOR TO SEEDING AND PLANTING OPERATIONS. LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR PROVIDING CLEAN QUALITY TOPSOIL OVER ALL AREAS DISTURBED BY CONSTRUCTION.
6. ALL PLANTING LOCATIONS ARE TO BE FIELD STAKED BY THE LANDSCAPE CONTRACTOR AND APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
7. ALL PROPOSED PLANT MATERIALS ARE SHOWN AT APPROXIMATE MATURE GROWTH. PLANTS SHALL BE SPACED AS SHOWN ON PLANS OR TO PROPER HORTICULTURAL METHODS, IF NOT STATED.
8. ALL PLANTING MATERIALS SHALL CONFORM TO THE GUIDELINES ESTABLISHED IN THE CURRENT AMERICAN STANDARD FOR NURSERY STOCK, PUBLISHED BY THE AMERICAN ASSOCIATION OF NURSERYMEN.
9. PLANT STOCK MUST BE TRUE TO BEST AREAL NAME AND CONFORM WITH BOTANIC AND GRADING STANDARDS ACCORDING TO THE LATEST EDITION OF "AMERICAN STANDARD FOR NURSERY STOCK". PLANT MATERIALS ARE TO BE HEALTHY REPRESENTATIVES OF THEIR SPECIES OR VARIETY.
10. LANDSCAPE CONTRACTOR SHALL INFORM THE LANDSCAPE ARCHITECT AND THE OWNER IMMEDIATELY IN WRITING IF A SPECIFIED PLANT OR MATERIAL IS REJECTED DUE TO AVAILABLE QUANTITIES, SIZES, ETC., ALSO IF ANY PROPOSED ALTERNATES FOR THE SUBSTITUTION, PRIOR TO INSTALLATION OF SAID MATERIALS ON SITE. POTENTIAL ALTERNATES SHALL MIMIC AS THE SAME CHARACTERISTICS SUCH AS SIZE, COLOR, ETC., GROWTH HABIT AND COST AS THE ORIGINALLY SPECIFIED PLANT MATERIAL.
11. ALL PLANTS ARE TO BE NURSERY GROWN AND BE FROM USDA PLANT HARDINESS ZONE 5 AND TO HAVE BEEN GROWN IN ZONE 5 OR LESS.
12. ALL PLANTS SHALL BEAR THE SAME RELATIONSHIP TO FINISHED GRADE AS THE PLANTS' ORIGINAL GRADE PRIOR TO DIGGING.
13. ALL PLANT MATERIAL SHALL BE BALLED & BURLAPPED (B&B) UNLESS OTHERWISE NOTED IN PLANT MATERIAL SCHEDULE.
14. ALL PLANT MATERIAL SHALL BE LEFT MOIST UNTIL INSTALLATION. IF PLANT MATERIAL CANNOT BE IMMEDIATELY INSTALLED, THEY ARE TO BE HEALED IN AND PROPERLY WATERED IN WITH MULCH.
15. PLANTING BEDS SHALL RECEIVE SMOOTH, CONSISTENT EDGES (FREE FLOWING OR STRAIGHT, AS SHOWN ON THE PLANS. ALL EDGES SHALL BE SPADED EDGE, 3" TO 4" DEEP AT 45° SHAVE, UNLESS OTHERWISE NOTED.
16. ALL PLANTING BEDS SHALL RECEIVE 3" DEPTH OF SHREDDED HARDWOOD MULCH, ALL NEW TREES AND LARGE SHRUBS SHOWN IN LAWN AREAS SHALL RECEIVE A 6' DIAMETER "3" DEPTH MULCHED SAUCER AREA. ALL MULCH PROVIDED FOR THE PROJECT SHALL BE OF A UNIFORM DARK BROWN COLOR, FREE OF DEBRIS, INSECTS AND OTHER MATERIAL THAT MAY HARM OR DAMAGE PLANTING MATERIALS.
17. ALL TREES AND SHRUBS ARE TO BE PLANTED WITH THE BROWN DUDEK MANUFACTURER RATE OF TERRASORB, PEAT MOSS, SLOW RELEASE FERTILIZER PELLETS AND SOIL STABILIZATOR, (IN ACCORDANCE TO TIME, TREES SHALL ALSO RECEIVE TWO COTTONIZE TREE SAVER AT TIME PLANT OF LARGE TO EQUAL.
18. BIODEGRADABLE BURLAP AND TWINE ARE ACCEPTABLE FOR USE. TOP 1/3 OF BURLAP AND TWINE SHALL BE PEELED WHEN INSTALLED. ALL NON-BIODEGRADABLE MATERIALS (WIRE BASKETS, ETC.) SHALL BE REMOVED PRIOR TO INSTALLATION.
19. EVERGREEN PLANT MATERIALS SHALL NOT TO BE SUBSTITUTED OR THEY ARE REJECTED.
20. PLANTING BACKFILL SOIL SHALL BE OF ORIGINAL MATERIAL ALONG WITH TOPSOIL AS STATED IN SPECIFICATIONS.
21. OWNER AND LANDSCAPE ARCHITECT HAVE THE RIGHT TO INSPECT AND REJECT ANY PLANT MATERIAL, REJECTED OR ANY PLANT MATERIAL NOT MEETING SPECIFICATIONS SHALL BE REMOVED FROM THE LANDSCAPE CONTRACTOR AT HIS COST TO THE OWNER.
22. ALL AREAS DISTURBED BY CONSTRUCTION SHALL BE REPAIRED AND SEEDED OR MULCHED AND INSTALLED IN ACCORDANCE WITH PLANS AND SPECIFICATIONS.
23. LANDSCAPE CONTRACTOR IS REQUIRED TO INSTALL A PREEMERGENT HERBICIDE (NOT DETRIMENTAL TO PLANT MATERIAL) IN ALL MULCHED PLANTING BEDS AND MULCHED TREE SAUCERS WITHIN LAWN AREAS TO INSURE IN WEED GROWTH PREVENTION.
24. LANDSCAPE CONTRACTOR SHALL MAINTAIN ALL AREAS OF SEEDING AND PLANTINGS (TREES, SHRUBS, PERENNIALS, GROUNDCOVERS, LAWNS, ETC.) FOR A MINIMUM OF 90 DAYS FROM ACCEPTANCE/COMPLETION, AT THE END OF EQUIPMENTS PERIOD, ALL PLANTING MATERIALS SHALL BE ALIVE AND DEMONSTRATING A MICROSIS RATE OF GROWTH. REFER TO SPECIFICATIONS FOR MORE SPECIFIC REQUIREMENTS AND GUIDANCE PERIOD.
25. LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR VERIFYING AND PROVIDING ALL PLANT AND MATERIAL QUANTITIES FOR A COMPLETE PROJECT. IF A DISCREPANCY EXISTS BETWEEN THE LANDSCAPE PLANTING PLAN AND THE MATERIALS SCHEDULE, THE PLAN SHALL TAKE PRECEDENCE OVER THE SCHEDULE.

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DELAWARE BRANCH PH.2

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DEVELOPMENT MEETING
5/03/2021

REVISIONS:

#	DATE	DESCRIPTION

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SCALE 1" = 10'

DRAWN BY: JLP
CHECKED BY: BJG
PROJECT NUMBER: #20022

STATE OF INDIANA — PRELIMINARY — NOT FOR CONSTRUCTION — REGISTERED LANDSCAPE ARCHITECT

L-100
Landscape Plan

20007 - FIRST CITIZEN NATIONAL BANK

CODE DATA

APPLICABLE CODES
2017 OHIO BUILDING CODE
2017 OHIO PLUMBING CODE
2017 MECHANICAL CODE
2017 NATIONAL ELECTRIC CODE (NFPA 70)
2018 INTERNATIONAL FUEL GAS CODE
ICC A117.1-2009 ACCESSIBLE AND USEABLE BUILDINGS AND FACILITIES
2018 INTERNATIONAL ENERGY CONSERVATION CODE
ASHRAE 90.1-2013
NATIONAL FIRE ALARM AND SIGNALING CODE (NFPA 72-16)
AUTOMATIC SPRINKLER SYSTEMS (NFPA 13-16)
OHIO FIRE CODE 2017

DESCRIPTION OF WORK:
THIS PROJECT CONSISTS OF AN ADDITION TO AN EXISTING BANK.

302 USE AND OCCUPANCY CLASSIFICATION
BUSINESS GROUP B

602 CONSTRUCTION CLASSIFICATION TYPE VB

803 WALL AND CEILING FINISHES
803.1.1 INTERIOR WALL AND CEILING FINISH MATERIALS
CLASS A = FLAME SPREAD INDEX 0-25, SMOKE DEVELOPED INDEX 0-450
CLASS B = FLAME SPREAD INDEX 26-75, SMOKE DEVELOPED INDEX 0-450
CLASS C = FLAME SPREAD INDEX 76-200 SMOKE DEVELOPED INDEX 0-450

INTERIOR WALL AND CEILING FINISH REQUIREMENTS BY OCCUPANCY (TABLE 803.9)
NONSPRINKLERED
USE GROUP B
INTERIOR EXIT STAIRWAYS AND RAMPS AND EXIT PASSAGEWAYS CLASS A
CORRIDORS AND ENCLOSURE FOR EXIT ACCESS STAIRWAYS AND RAMPS CLASS B
ROOMS AND ENCLOSED SPACES CLASS C

804 INTERIOR FLOOR FINISHES
804.2.2 EXCEPTION: CLASS II MATERIALS COMPLYING WITH DOC FF-1 "PILL TEST" (CPSC 16 CFR PART 1630) OR ASTM D2859.

806 DECORATIVE MATERIALS & TRIM
NONCOMBUSTIBLE UNLIMITED
COMBUSTIBLE 10% OF WALL AREA
INTERIOR TRIM CLASS C
INTERIOR FLOOR/WALL BASE CLASS II

CURTAINS, DRAPERIES, FABRIC HANGINGS SHALL NOT EXCEED 10% OF WALL OR CEILING AREA IT IS ATTACHED TO.

804.4 ACCEPTANCE CRITERIA REPORTS: MATERIALS MUST MEET FLAME PROPAGATION PERFORMANCE CRITERIA OF TEST 1 OR 2 OF NFPA 701.

808 ACOUSTICAL CEILING SYSTEMS
808.1.1.1 SUSPENDED ACOUSTICAL CEILINGS TO MEET ASTM C635 AND ASTM C636

903 AUTOMATIC SPRINKLER SYSTEM
AUTOMATIC SPRINKLER SYSTEM NOT REQUIRED

906 PORTABLE FIRE EXTINGUISHERS
MINIMUM RATED SINGLE EXTINGUISHER 2-A
MAXIMUM TRAVEL DISTANCE TO EXTINGUISHER 75 FT
MAXIMUM FLOOR AREA FOR EXTINGUISHER 11,250 SF

907 FIRE ALARM AND DETECTION SYSTEMS
NOT REQUIRED

1003 GENERAL MEANS OF EGRESS
1003.2 MINIMUM CEILING HEIGHT 7'-6"
1003.3 PROTRUDING OBJECTS
HEADROOM 80"
DOOR CLOSERS AND STOPS 78"
PROTRUDING OBJECTS BELOW 80", 27" MAXIMUM HIGH BARRIER
HORIZONTAL PROJECTION 4"
1003.4 HANDRAIL PROTRUDE 4 1/2" MAXIMUM. PROTRUDING OBJECTS SHALL NOT REDUCE MINIMUM CLEAR WIDTH.
1003.5 ELEVATION CHANGE: RAMPS, FLOOR MATERIALS, AND HANDRAILS IN ACCORDANCE WITH 1003.5

1004 OCCUPANT LOAD
AS NOTED ON LIFE SAFETY PLANS
1004.1.1 CUMULATIVE B OCCUPANT LOAD
1004.3 POSTING OF OCCUPANT LOAD. ASSEMBLY OCCUPANCY

1005 MEANS OF EGRESS SIZING
OTHER EGRESS COMPONENTS: 0.2" / OCCUPANT
3 - 6" DOOR (CALCULATED AT 33") = 165 OCCUPANTS
6 - 6" DOOR (CALCULATED AT 71") = 355 OCCUPANTS

1006 NUMBER OF EXITS AND EXIT ACCESS DOORWAYS
AS NOTED ON LIFE SAFETY PLANS
TABLE 1006.2.1 COMMON PATH OF EGRESS TRAVEL: B: OCCUPANT LOAD = 50 = 75 FT
TABLE 1006.3.1 OCCUPANT LOAD NUMBER OF EXITS REQUIRED NUMBER OF EXITS PROVIDED
1 - 500 2 3

1007 EXIT AND EXIT ACCESS DOORWAY CONFIGURATION
SEPARATION DISTANCE: 1/2 MINIMUM DIAGONAL OF SPACE SERVED

1009 ACCESSIBLE MEANS OF EGRESS
EACH ACCESSIBLE PORTION OF THE SPACE SERVED BY NOT LESS THAN TWO ACCESSIBLE MEANS OF EGRESS.

1017 EXIT ACCESS TRAVEL DISTANCE
TABLE 1017.2 USE GROUP B (WITHOUT SPRINKLER SYSTEM) 200FT MAXIMUM

1029.2 CORRIDORS
WIDTH 36" MINIMUM FOR FACILITIES WITH AN OCCUPANT LOAD OF LESS THAN 50
DEAD END 20 FEET PER PER 1029.4 DEAD ENDS

1020 COMMON PATH OF EGRESS TRAVEL
EXCEPTION 1: AREAS SERVING LESS THAN 50 OCCUPANTS: THE COMMON PATH OF EGRESS TRAVEL SHALL NOT EXCEED 75 FT.

1105 ACCESSIBLE ENTRANCES
PUBLIC ENTRANCES FULLY ACCESSIBLE: 50% REQUIRED 100% PROVIDED.

2902 MINIMUM PLUMBING FACILITIES PER TABLE 2902.1
SEE MINIMUM PLUMBING REQUIREMENT SCHEDULE FOR CALCULATIONS.
OCCUPANT LOAD: 44 OCCUPANTS

	REQUIRED	ACTUAL
WATER CLOSETS MALE	1 WC	1 WC
WATER CLOSETS FEMALE	1 WC	1 WC
LAVATORIES MALE	1 LAV	2 LAV
LAVATORIES FEMALE	1 LAV	2 LAV
DRINKING FOUNTAINS	1 DRINKING FOUNTAIN	1 DRINKING FOUNTAIN
SERVICE SINKS	1 SERVICE SINK	1 SERVICE SINK

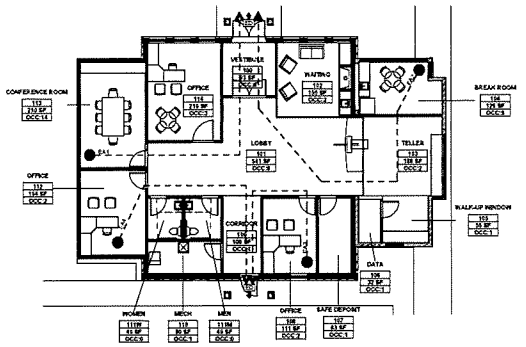
WATER DISPENSER AT SINK IN WAITING AREA WILL BE PROVIDED IN LIEU OF A DRINKING FIER EXCEPTION OHIO PLUMBING CODE SECTION 410.4 IS UES STITUTION.

OCCUPANCY SCHEDULE

ROOM #	ROOM NAME	AREA	AREA PER OCCUPANT	CLASSIFICATION	OCCUPANCY LOAD
120	VESTIBULE	93 SF		Varies	
121	LOBBY	541 SF	100 SF	Business Areas	6
122	WAITING	1393 SF	100 SF	Business Areas	2
123	TELLER	188 SF	100 SF	Business Areas	2
124	BREAK ROOM	124 SF	15 SF	Assembly without fixed seats - Unconcentrated (tables and chairs)	9
125	WALK-UP WINDOW	53 SF	100 SF	Business Areas	1
126	DATA	32 SF	300 SF	Accessory storage areas, mechanical equipment room	1
127	SAFE DEPOSIT	93 SF	300 SF	Accessory storage areas, mechanical equipment room	1
128	OFFICE	311 SF	100 SF	Business Areas	2
129	CORRIDOR	120 SF		Varies	
110	MECH	80 SF	300 SF	Accessory storage areas, mechanical equipment room	1
111W	MEN	49 SF		Varies	
111W	WOMEN	49 SF		Varies	
112	OFFICE	164 SF	100 SF	Business Areas	2
113	CONFERENCE ROOM	233 SF	15 SF	Assembly without fixed seats - Unconcentrated (tables and chairs)	16
114	OFFICE	219 SF	100 SF	Business Areas	3
Grand total					44

MINIMUM PLUMBING REQUIREMENT

Classification	Area	Area per Occupant	OCCUPANCY LOAD	MALE	WC MALE RATE	WC MALE LOAD	FEMALE	WC FEMALE RATE	WC FEMALE LOAD	LAV MALE RATE	LAV MALE LOAD	LAV FEMALE RATE	LAV FEMALE LOAD	DRINKING FOUNTAIN RATE	DRINKING FOUNTAIN LOAD
Accessory storage areas, mechanical equipment room	185 SF	300 SF	0.143179	1.274189	100	0.3127142	1.274189	100	0.3127142	100	0.3127142	100	0.3127142	1000	0.0002149
Assembly without fixed seats - Unconcentrated (tables and chairs)	338 SF	15 SF	23.287184	11.853542	125	0.0853552	11.853542	65	0.179927	80	0.146174	80	0.146174	1000	0.0023169
Business Areas	1412 SF	100 SF	117.634184	5.813582	50	0.1162642	5.813582	50	0.1162642	80	0.1114431	80	0.1114431	1000	0.1175242
Grand total: 12	1963 SF		43.356428	31.832213		0.292539	31.832213		0.63893		0.4268117		0.2699117		0.2023778
			44	22		1	22		1		1		1		1



LIFE SAFETY PLAN 1
1/8" = 1'-0"

LIFE SAFETY LEGEND

- - - - - EGRESS TRAVEL DISTANCE
EXIT DISCHARGE

EXIT ACCESS ROUTE

EXIT ACCESS ROUTE	EXIT ACCESS DISTANCE
	2'
EA1	14'
EA2	11'
EA3	69'
EA4	81'

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DELAWARE BRANCH PH. 2

FIRST CITIZENS NATIONAL BANK

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DEVELOPMENT MEETING
1-14-2021

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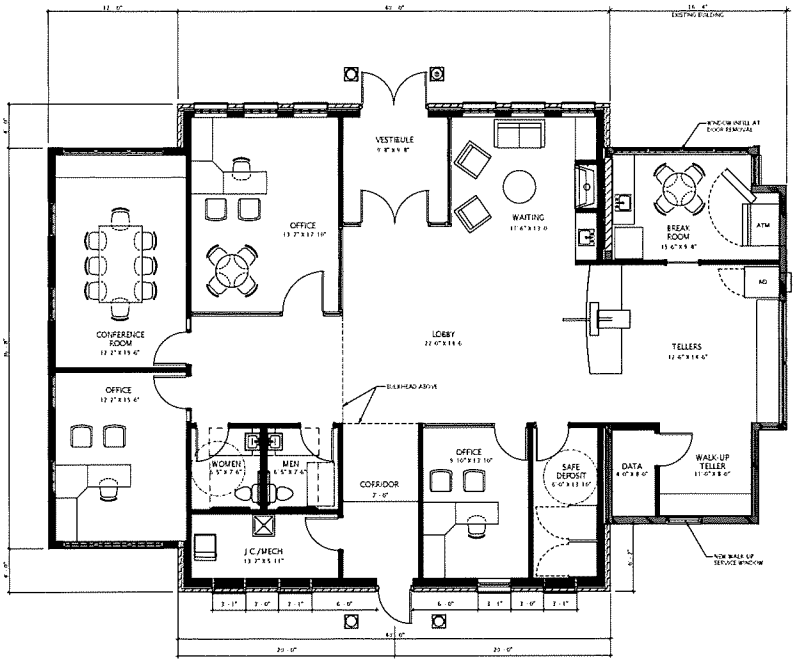
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CHECKED BY: MAS
PROJECT NUMBER: 20222

LS-100
LIFE SAFETY & CODE DATA

20222 - FIRST CITIZENS NATIONAL BANK

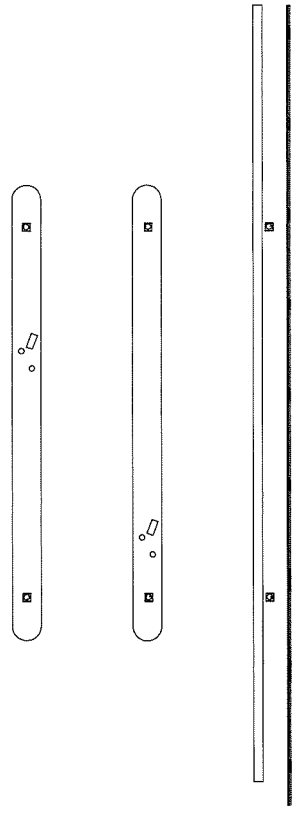
1/13/2021 7:07:59 PM

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FIRST FLOOR PLAN
1/4" = 1'-0"

NORTH



DELAWARE BRANCH
ADDITION & ALTERATIONS

FIRST CITIZENS NATIONAL BANK

33 W. WILLIAM STREET,
DELAWARE, OH

172 E. STATE ST., SUITE 620
COLUMBUS, OH 43215
PHONE: (614) 340-1350
MAIL@TRIADARCHITECTS.COM

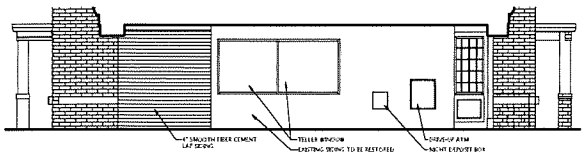
#	DATE	DESCRIPTION

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CHECKED BY: EDR
PROJECT NUMBER: 20222

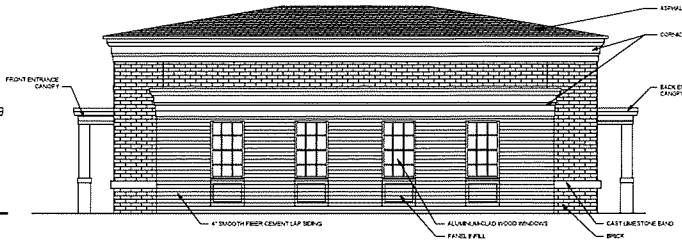
A-100
PROPOSED FLOOR PLAN

COPYRIGHT TRIAD ARCHITECTS, LTD., 2020

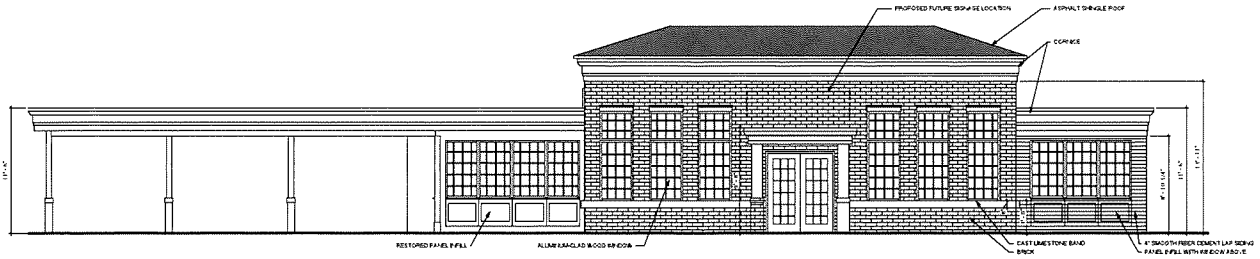
20221 - FIRST CITIZENS NATIONAL BANK



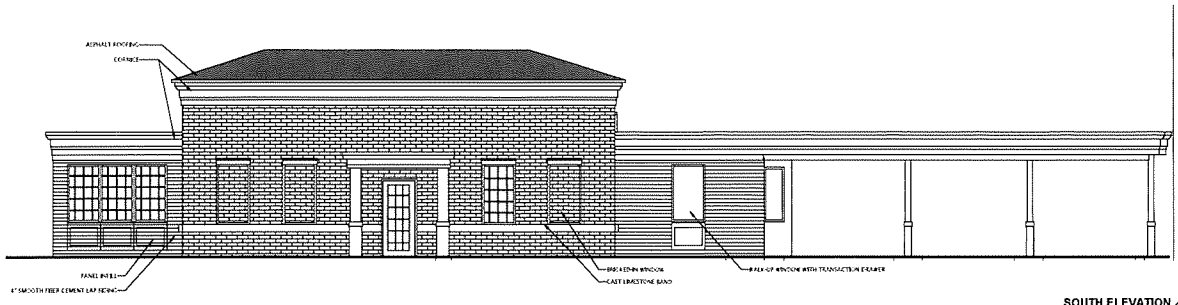
DRIVE-THRU ELEVATION ④
1/4" = 1'-0"



WEST ELEVATION ③
1/4" = 1'-0"

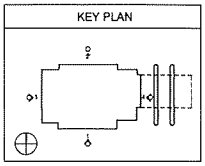


NORTH ELEVATION ②
1/4" = 1'-0"



SOUTH ELEVATION ①
1/4" = 1'-0"

KEY PLAN



COPYRIGHT TRIAD ARCHITECTS, LTD. 2025

DELAWARE BRANCH PH. 2

FIRST CITIZENS NATIONAL BANK

33 W. WILLIAM STREET,
DELAWARE, OH

TRIAD
172 E. STATE ST. SUITE 620
COLUMBUS, OH 43215
PHONE: (614) 943-1250
MAIL@TRIADARCHITECTS.COM

DEVELOPMENT MEETING
1/14/2021

REVISIONS:

#	DATE	DESCRIPTION

DRAWN BY JEK
CHECKED BY MAS
PROJECT NUMBER 22002

A-200
EXTERIOR ELEVATIONS

1/13/2021 4:57:37 PM C:\Users\mas\Documents\2022_FCNB_Delaware Branch_CENTRAL_MAS_jeksgeMAS21.rvt

CITY OF DELAWARE, OHIO
PLANNING & COMMUNITY DEVELOPMENT
MASTER APPLICATION FORM

Project # _____ Case # _____

Planning Commission

- ☐ Amended Final Development Plan
- ☐ Amended Final Subdivision Plat
- ☐ Amended Preliminary Development Plan
- ☐ Amended Preliminary Subdivision Plat
- ☐ Annexation Review
- ☒ Combined Preliminary & Final Development Plan
- ☐ Comprehensive Plan Amendment
- ☐ Concept Plan
- ☐ Conditional Use Permit
- ☐ Determination of Similar Use
- ☐ Development Plan Exemption
- ☐ Final Development Plan
- ☐ Final Development Plan Extension
- ☐ Final Subdivision Plat
- ☐ Final Subdivision Plat Extension
- ☐ Floodplain Permit
- ☐ Lot Split
- ☐ Pre-annexation Agreement
- ☐ Preliminary Development Plan
- ☐ Preliminary Dev Plan Extension
- ☐ Preliminary Sub Plat
- ☐ Preliminary Sub Plat Extension
- ☒ Rezoning
- ☐ Subdivision Variance
- ☐ Substitution of a Non- Conforming Use
- ☐ Vacation-Alley
- ☐ Vacation-Easement
- ☐ Vacation-Street

Board of Zoning Appeals

- ☐ Appeal Administrative Decision or Interpretation
- ☐ Conditional Use Permit
- ☐ Substitution of Equal or Less Non-Conforming Use
- ☐ Variance

Subdivision/Project Name First Citizens National Bank Address 33 W William Street

Acreage 0.324 Square Footage 2,670 Number of Lots 3 Number of Units _____

Zoning District/Land Use B3 Proposed Zoning/Land Use B2 Parcel # 519-433-01-005-000, 519-433-01-006-000, 519-433-01-007-000

Applicant Name TRIAD Architects Contact Person Zach Price

Applicant Address 172 E State Street, Suite 600, Columbus, OH 43215

Phone 614-942-1050 Fax _____ E-mail zprice@triadarchitects.com

Owner Name HIRAM LODGE NO 18 F AND AM Contact Person Jerry Raab

Owner Address 51 W William Street, Delaware, OH 43015

Phone 614-580-1398 Fax _____ E-mail jraab38@columbus.rr.com

Engineer/Architect/Attorney TRIAD Architects Contact Person Zach Price

Address 172 E State Street, Suite 600, Columbus, OH 43215

Phone 614-942-1050 Fax _____ E-mail zprice@triadarchitects.com

The undersigned, do hereby verify the truth and correctness of all facts and information presented with this application and authorize field inspections by City Staff.

Owner Signature — Jerry Raab for HIRAM LODGE NO 18 F AND AM (Owner Printed Name)

Agent Signature — Zach Price (Agent Printed Name)

Sworn to before me and subscribed in my presence this 18th day of January, 2021.

Notary Stamp: NOTARY PUBLIC STATE OF OHIO — MELISSA PRICE NOTARY PUBLIC STATE OF OHIO COMM. EXPIRES 02-09-2021

Melissa Price — Notary Public

EST 1808
CITY OF
DELAWARE
OHIO

FACT SHEET

AGENDA ITEM NO: 11

DATE: 02/22/2021

ORDINANCE NO:

RESOLUTION NO: 21-10

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 MODIFICATION OF CERTAIN TRAFFIC CONTROL SIGNAGE TO ELIMINATE TWO (2) PARKING SPACES WITHIN THE NORTH FRANKLIN STREET PARKING LOT TO PROVIDE ACCESS TO PROPERTIES LOCATED AT 19 AND 23 WEST WINTER STREET.

BACKGROUND:

The Rittenhouse Trust, which owns 19 West Winter Street, and the Furlongs, who own 23 West Winter Street, requested assistance in gaining rear access to their respective properties after the typical means by how they accessed their properties was terminated by the owners of Staas Brewery located at the southeast corner of West Winter Street and North Franklin Street. Both property owners seek reliable means by which to access their properties and have requested the City provide each of them a non-exclusive ingress-egress easement to their respective properties.

In order to provide the requested access, the City would need to eliminate two metered parking spaces in the North Franklin Street Parking Lot that currently exist behind their properties located at 19 and 23 West Winter Street.

REASON WHY LEGISLATION IS NEEDED:

The modification of parking meter zones requires City Council authorization per Section 353.03 of the City of Delaware Codified Ordinance.

COMMITTEE RECOMMENDATION:
The action is being taken as a result of the Parking and Safety Committee recommendation at the February 15, 2021 meeting.

FISCAL IMPACT(S):
The cost of materials and labor to remove a meter and install signs and pavement markings is estimated at $400.00 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
Letter from Fred and Tami Furlong

RESOLUTION NO. 21-10

A RESOLUTION AUTHORIZING THE MODIFICATION OF CERTAIN TRAFFIC CONTROL SIGNAGE TO ELIMINATE TWO (2) PARKING SPACES WITHIN THE NORTH FRANKLIN STREET PARKING LOT TO PROVIDE ACCESS TO PROPERTIES LOCATED AT 19 AND 23 WEST WINTER STREET.

WHEREAS, the elimination of the two (2) westernmost parking spaces along the north side of the North Franklin Street Parking Lot has been requested to provide access to the properties located at 19 and 23 West Winter Street; and

WHEREAS, the Parking and Safety Committee has endorsed this restriction by a 3-0 vote at the February 15, 2021 meeting.

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

SECTION 1. The two (2) westernmost parking spaces along the north side of the North Franklin Street Parking Lot will be eliminated as shown on the attached Exhibit A to provide access to the properties located at 19 and 23 West Winter Street.

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

PASSED: _____, 2021 YEAS____ NAYS____
ABSTAIN ____

ATTEST: _____ _____
CITY CLERK MAYOR


W Winter
31
23
19
Area for Property Owner MOU/Agreement regarding cross-access
Franklin
Franklin Parking Lot
Eliminate (2) Public Parking Spaces to provide access to 19 & 23 W Winter Street Properties

Fred and Tami Furlong
10 Hillside Drive
Delaware, OH 43015
740 815-8877

December 23, 2020

The City of Delaware
City Hall
Delaware, OH 43015

To Whom It May Concern:

We own the building at 23-25 West Winter Street, which houses a successful (and until recently two successful) long time businesses in downtown Delaware. Previously we also owned the business housed within for 30 years. We sold the business in 2018, and the current owners of the business now wish to purchase and renovate the building. However, recent developments have raised a few questions, and an issue that we need to address before the sale can go through.

Access to the rear of the building for deliveries and employee parking is critical to the businesses there, as well as the business next door, Gibson the Florist, 19 West Winter Street, (another long-time downtown business). Access to these areas has been (as long as I've been involved, 32 years) from a drive entering off of North Franklin. With the addition of the patio at Staas on the corner, access to the rear of both businesses via this entry has been impacted.

We are requesting access to our properties through the City of Delaware public parking lot behind the businesses. Please let us know what we need to do to get this request in front of the proper people to hopefully get this resolved. I cannot stress enough how important this access to these businesses is, especially in these challenging times.

With a closing date of January 20 for the sale of the building, we'd especially like to see a quick solution to this issue. If there's any possibility it could be resolved before that date, we would be very appreciative. Should you need more information, or anything else from us, please contact us ASAP.

Thank you for your time,

Fred and Tami Furlong

EST 1808
CITY OF
DELAWARE
OHIO

FACT SHEET

AGENDA ITEM NO: 12 | DATE: 02/22/2021

ORDINANCE NO: 21-10 | RESOLUTION NO:

READING: FIRST | PUBLIC HEARING: NO

TO: Mayor and Members of City Council

FROM: R. Thomas Homan, City Manager

VIA: Natalia S. Harris, City Attorney

TITLE OF PROPOSED ORDINANCE/RESOLUTION:
AN ORDINANCE AUTHORIZING THE CITY MANAGER TO GRANT A NON-EXCLUSIVE INGRESS-EGRESS EASEMENT ON CITY PROPERTY ADJACENT TO 19 AND 23 W. WINTER STREET AND DECLARING AN EMERGENCY.

BACKGROUND:
The Rittenhouse Trust, which owns 19 W. Winter Street, and the Furlongs, who own 23 W. Winter Street, reached out to the City through email on December 23, 2020 and requested assistance in gaining rear access to their respective properties after the typical means by which they accessed their property was terminated by the owners of the property located at the corner of W. Winter and N. Franklin Streets.

Both the Furlongs and Rittenhouse seek a reliable means by which to access their properties and have requested the City provide each of them a non-exclusive ingress-egress easement to their respective properties. The map within "Attachment A" shows the area where the easement would exist.

To provide the requested easement, the City would need to remove two metered parking spaces that currently exist behind 19 and 23 W. Winter Street. A resolution to do so is on the Feb. 22nd Agenda to address this matter.

The proposed easement in "Attachment A" is still being reviewed by the parties. Consequently, this ordinance may not be ripe for passage at the February 22nd meeting.

REASON WHY LEGISLATION IS NEEDED:
The codified ordinances suggest Council approval is needed for the City Manager to execute the agreement.

COMMITTEE RECOMMENDATION:

FISCAL IMPACT(S):

POLICY CHANGES:

PRESENTER(S):
R. Thomas Homan, City Manager
Natalia S. Harris, City Attorney

RECOMMENDATION:

ATTACHMENT(S):
"Attachment A": Proposed Ingress-Egress Easement Letter

ORDINANCE NO. 21-10

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO GRANT A NON-EXCLUSIVE INGRESS-EGRESS EASEMENT ON CITY PROPERTY ADJACENT TO 19 AND 23 W. WINTER STREET AND DECLARING AN EMERGENCY.

WHEREAS, in December 2019 the Rittenhouse Trust, which owns 19 W. Winter Street, and the Furlongs, who own 23 W. Winter Street, approached the City and requested assistance in gaining rear access to their respective properties after the typical means by which they accessed their property was terminated by the owners of property located at the corner of W. Winter and N. Franklin Streets; and

WHEREAS, the City is the owner of certain real property located in Delaware County, Ohio, being Delaware County Tax Parcel Nos. 519-432-25-014-000, 519-432-25-015-000, 519-432-25-016-000 and 519-432-25-017-000 as demonstrated in "Attachment A" attached hereto; and

WHEREAS, Council approval to execute the easement agreement is needed pursuant to the City's codified ordinances.

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

SECTION 1. The City Manager is authorized to grant a non-exclusive ingress-egress easement on the above described property owned by the City in accordance with "Attachment A".

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

SECTION 3. EMERGENCY CLAUSE: 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 provide immediate assistance needed by Delaware residents to access their property. Therefore, this Ordinance shall be in full force and in effect immediately upon its passage.

VOTE ON RULE SUSPENSION: YEAS____NAYS____
ABSTAIN ____

VOTE ON EMERGENCY CLAUSE: YEAS____ NAYS____
ABSTAIN ____

PASSED: _____, 2021 YEAS____ NAYS____
ABSTAIN ____

ATTEST: _____ _____
CITY CLERK MAYOR

ATTACHMENT A

NON-EXCLUSIVE DEED OF INGRESS–EGRESS EASEMENT

This Non-Exclusive Deed of Ingress-Egress Easement (the "Easement") is made and entered into as of February ___, 2021 by and between the City of Delaware, Ohio (the "City"), Frederick Furlong and Tamara Furlong (the "Furlongs"), and Todd S. Rittenhouse, Trustee of the Rittenhouse Family Preservation Trust dated September 12, 2012 ("Rittenhouse").

WHEREAS, the City is the owner of certain real property located in Delaware County, Ohio, being Delaware County Tax Parcel Nos. 519-432-25-014-000, 519-432-25-015-000, 519-432-25-016-000 and 519-432-25-017-000, which real property is depicted on the attached Exhibit A which is incorporated herein by this reference (the "City Property");

WHEREAS, the Furlongs are the owners of certain real property located in Delaware County, Ohio (Delaware County Tax Parcel No. 519-432-25-011-000), which real property is depicted and described more particularly on the attached Exhibit B which is incorporated hereby by this reference (the "Furlong Property");

WHEREAS, Rittenhouse is the owner of certain real property located in Delaware County, Ohio (Delaware County Tax Parcel No. 519-432-25-010-000), which real property is depicted and described more particularly on the attached Exhibit C which is incorporated hereby by this reference (the "Rittenhouse Property");

WHEREAS, the City desires to create and declare an easement over and upon the existing driveway areas located on the City Property, and to create and declare an easement and provide an unobstructed point of access to the Furlong Property and the Rittenhouse Property as generally depicted on the attached Exhibit D which is incorporated herein by this reference (the "Easement Area"), for the benefit and use of and by the owners of the Furlong Property and the Rittenhouse Property and their respective successors and assigns for as long as the City owns the City Property, for the purpose of providing ingress and egress and access to and from the Furlong Property and the Rittenhouse Property from and to Franklin Street.

NOW, THEREFORE, in consideration of the mutual covenants contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto hereby agree as follows:

1. The City, as owner of the City Property, does hereby grant, bargain, sell and convey to the Furlongs and to Rittenhouse, and their respective successors, assigns and invitees, a non-exclusive easement for the purpose of pedestrian and vehicular egress, ingress, access, passage and traffic over, upon and across the existing driveway areas located on the City Property and the Easement Area, together with all of the City's rights, privileges, easements and appurtenances in, over and upon adjoining and adjacent public and private parking areas, highways, roads, and streets necessary for egress and ingress and access over the existing driveway areas located on the City Property and the Easement Area.

2. By delivery and acceptance hereof, the parties hereto, by themselves agree to the following:

(a) The Furlongs and Rittenhouse, and their respective successors and assigns, and the City shall cooperate with each other to accommodate and shall not take or permit any actions which inhibit the use of the existing driveway areas located on the City Property and/or the Easement Area for ingress and egress purposes, except as otherwise set forth herein. The Furlongs and Rittenhouse and their respective successors and assigns, and the City shall not cause any damage to the existing driveway areas located on the City Property or the Easement Area, nor do any act or take any action affecting the existing driveway areas located on the City Property and/or the Easement Area which would prevent the use of thereof for ingress and egress purposes except as otherwise set forth herein. Notwithstanding anything contained herein to the contrary, the City shall have the right to relocate the Easement Area at its sole discretion provided such relocated Easement Area continues to provide ingress, egress and access to the Furlong Property and the Rittenhouse Property. In the event the City does determine to so relocate the Easement Area, the City and the then current owners of the Furlong Property and the Rittenhouse Property will enter into an Amendment of this Easement describing and depicting the relocated Easement Area.

(b) The City shall be responsible for the general repair, maintenance and upkeep of all paved areas and/or unpaved areas which are used for driveway purposes on the City Property including within the Easement Area (including snow and ice removal) and will maintain all such areas in good condition and repair for use as a roadway by the owners of the Furlong Property and the Rittenhouse Property. The cost of such repair, maintenance and upkeep shall be paid by the City. Any damage to the City Property caused directly by the owner(s) of the Furlong Property or their invitees or agents, shall be repaired and paid for by owner(s) of the Furlong Property. Any damage to the City Property caused directly by the owner(s) of the Rittenhouse Property or their invitees or agents, shall be repaired and paid for by owner(s) of the Rittenhouse Property.

3. The parties hereto acknowledge and agree that this Easement shall be subject and subordinate to all existing agreements and easements of record. Notwithstanding anything contained herein to the contrary, for so long as the City owns the City Property, the City shall have the right to terminate this Easement by providing the owners of the Furlong Property and the Rittenhouse Property twelve (12) months advance written notice of such termination. After providing the 12 month advance written notice of termination, the City shall in no way be

obligated to the owners of the Furlong Property and the Rittenhouse Property and their respective successors and assigns should it elect to terminate this Easement.

IN WITNESS WHEREOF, the undersigned, have executed this Non-Exclusive Deed of Ingress-Egress Easement effective as of the date first set forth above.

CITY OF DELAWARE, OHIO

By: _____

Title: _____

_____
Frederick Furlong

_____
Tamara Furlong

_____
Todd S. Rittenhouse, Trustee of the
Rittenhouse Family Preservation Trust
dated September 12, 2012

STATE OF OHIO
COUNTY OF DELAWARE, SS:

BE IT REMEMBERED, that on this _____ day of February, 2021, before me, a notary public in and for said State, personally came R. Thomas Homan, the City Manager of the City of Delaware, Ohio, who acknowledged the signing of the foregoing instrument to be his/her voluntary act and deed for the purposes set forth therein.

IN TESTIMONY THEREOF, I have hereunto subscribed my name and affixed my seal on the day and year aforesaid.

_____
Notary Public

STATE OF OHIO
COUNTY OF DELAWARE, SS:

BE IT REMEMBERED, that on this _____ day of February, 2021, before me, a notary public in and for said State, personally came Frederick Furlong and Tamara Furlong, who acknowledged the signing of the foregoing instrument to be their voluntary act and deed for the purposes set forth therein.

IN TESTIMONY THEREOF, I have hereunto subscribed my name and affixed my seal on the day and year aforesaid.

_____
Notary Public

STATE OF OHIO
COUNTY OF DELAWARE, SS:

BE IT REMEMBERED, that on this _____ day of February, 2021, before me, a notary public in and for said State, personally came Todd S. Rittenhouse, Trustee of the Rittenhouse Family Preservation Trust dated September 12, 2012, who acknowledged the signing of the foregoing instrument to be his voluntary act and deed for the purposes set forth therein.

IN TESTIMONY THEREOF, I have hereunto subscribed my name and affixed my seal on the day and year aforesaid.

_____
Notary Public

This Instrument prepared by Thad T. Rieger, Esq., 5775 Perimeter Drive, Suite 180, Dublin, Ohio 43017.

ATTACHMENT A

[Attach Exhibits A-D]

ATTACHMENT A



Fred and Tami Furlong
10 Hillside Drive
Delaware, OH 43015
740 815-8877

December 23, 2020

The City of Delaware
City Hall
Delaware, OH 43015

To Whom It May Concern:

We own the building at 23-25 West Winter Street, which houses a successful (and until recently two successful) long time businesses in downtown Delaware. Previously we also owned the business housed within for 30 years. We sold the business in 2018, and the current owners of the business now wish to purchase and renovate the building. However, recent developments have raised a few questions, and an issue that we need to address before the sale can go through.

Access to the rear of the building for deliveries and employee parking is critical to the businesses there, as well as the business next door, Gibson the Florist, 19 West Winter Street, (another long-time downtown business). Access to these areas has been (as long as I've been involved, 32 years) from a drive entering off of North Franklin. With the addition of the patio at Staas on the corner, access to the rear of both businesses via this entry has been impacted.

We are requesting access to our properties through the City of Delaware public parking lot behind the businesses. Please let us know what we need to do to get this request in front of the proper people to hopefully get this resolved. I cannot stress enough how important this access to these businesses is, especially in these challenging times.

With a closing date of January 20 for the sale of the building, we'd especially like to see a quick solution to this issue. If there's any possibility it could be resolved before that date, we would be very appreciative. Should you need more information, or anything else from us, please contact us ASAP.

Thank you for your time,

Fred and Tami Furlong

EST 1808
CITY OF
DELAWARE
OHIO

TO: TOM HOMAN, CITY MANAGER

FROM: JUSTIN NAHVI, FINANCE DIRECTOR

SUBJECT: JANUARY 2021 FINANCIAL REPORT

DATE: 2/10/2021

BACKGROUND

The purpose of this report is to provide a brief review of the revenues and expenditures for the following funds: General Fund, Fire/EMS Income Tax Fund, Recreation Center Income Tax Fund, Stormwater Fund, Water Fund, Wastewater Fund, and Refuse Fund.

Actual revenues and expenditures are compared to the budget to assess potential overages/shortages in budgeted categories. Comparisons with figures from last fiscal year are also included to indicate the differences by year, since budgeting techniques remain relatively uniform from one year to the next.

Appendix A details the year-to-date activity for all of the city's active funds. It is important to note the ending balance, encumbrances, and unencumbered balance. The unencumbered balance is the amount remaining in the fund if the city were to expend all the monies listed as encumbrances. The ending balance is the amount of funds available to the city as of January 31, 2021, and ties to the amount listed in Appendix B.

Appendix B is the Financial Statement for the city as of January 31, 2021. This statement provides a listing of the city's funds held at various financial institutions. Also presented are the interest earned to date, weighted average interest rate, and the weighted average maturity (days).

Appendix C is the Debt Schedule for the city through January 31, 2021. All principal and interest payments that have been paid to date are included in the schedule.

Appendix D is a graphical representation of the water and sewer utility consumption billed on a monthly basis in terms of units billed as well as dollars.

GENERAL FUND

The General Fund is the main operating fund for the city and is used to account for all financial transactions which are not reported in other funds. Major sources of revenue include income tax and property tax. Please refer to page three for a breakdown of the revenues and expenditures through January 31, 2021.

Revenues

The General Fund revenues are performing as expected. However, the following revenue sources require additional explanations:

- Property Taxes – Settlement revenue is received after the 1st and 2nd half real estate collection periods in March and August respectively.
- Intergovernmental – Total intergovernmental receipts were $399,009 or 555.1% greater than the amount received during the same period in the prior year. This increase is attributed to the receipt of $405,203 in a grant reimbursement received for the East William Street project.
- Income Tax – Year-to-date receipts total $1,543,093 which is $250,828 or 19.4%, greater than amount the City received during the same period in the prior year. The increase is attributed to employer withholding distributions to the City which increased 24.7% in the current year as compared to year-to-date collections in the prior year.
- Charges for Services – Chargebacks for the General Fund related services attributed to special revenue and enterprise funds through the end of January were $0. Such charges will commence in February 2021.

Expenditures

The General Fund expenditures performed as expected through the end of January. However, the following expenditures require additional explanations:

- Transfers – There were no operating transfer from the General Fund in January 2021.

GENERAL FUND
STATEMENT OF REVENUE AND EXPENDITURES
JANUARY 2021

	2020 ACTUAL YTD JAN 31	2021 ACTUAL YTD JAN 31	2021 TOTAL BUDGET	2021 % of BUDGET
REVENUES				
Property Taxes	-	**-**	1,539,292	0.00%
Intergovernmental Receipts	71,884	**470,893**	1,487,000	31.67%
Income Taxes	1,292,265	**1,543,093**	15,576,300	9.91%
Fines & Forfeitures	6,249	**4,766**	100,000	4.77%
Fees, Licenses, & Permits	214,844	**195,301**	2,410,000	8.10%
Miscellaneous	16,508	**254,939**	403,000	63.26%
Other Financing	-	**-**	5,000	0.00%
Earnings on Investments	-	**9,473**	40,000	23.68%
Charges for Services	-	**-**	4,318,839	0.00%
Total Revenues	1,601,749	**2,478,465**	25,879,431	9.58%
EXPENDITURES				
Council	11,961	**11,375**	182,796	6.22%
City Manager	60,303	**54,150**	915,052	5.92%
Admin Services	16,129	**20,659**	422,199	4.89%
Economic Development	9,789	**43,316**	480,102	9.02%
Legal Affairs	60,647	**46,903**	870,128	5.39%
Finance	157,936	**139,508**	2,253,943	6.19%
General Admin	108,017	**107,213**	5,894,309	1.82%
Risk Management	750	**1,100**	339,600	0.32%
Police	610,544	**717,273**	10,128,465	7.08%
Planning	85,706	**86,586**	1,555,748	5.57%
Engineering	127,868	**119,739**	2,155,656	5.55%
Building Maintenance	35,682	**48,900**	677,876	7.21%
Total Expenditures	1,285,332	**1,396,722**	25,875,874	5.40%

FIRE/EMS INCOME TAX FUND

The Fire/EMS Income Tax Fund is a Special Revenue Fund which means that the resources are restricted to only funding expenditures that support the Fire Department. Please refer to page five for a breakdown of the revenues and expenditures through January 31, 2021.

Revenues

Several sources of revenue support this fund, including intergovernmental as well as income tax collections.

- EMS Service Agreement - The city contracts with Delaware County to provide EMS services to certain unincorporated portions of the County. To date, the City has received $0 in reimbursements.
    - For the 2021 fiscal year, the per unit reimbursement rate will be $223.08 for EMS transport and $111.54 per non-transport runs.
- Income Tax – Year-to-date receipts total $1,079,210 which is $174,948, or 19.3%, greater than amount the City received during the same period in the prior year. The increase is attributed to employer withholding distributions to the City which increased 24.7% in the current year as compared to year-to-date collections in the prior year.

Expenditures

Fire/EMIS Income Tax Fund expenditures performed as expected through January 31, 2021.

FIRE/EMS INCOME TAX FUND
STATEMENT OF REVENUE AND EXPENDITURES
JANUARY 2021

	2020 ACTUAL YTD JAN 31	2021 ACTUAL YTD JAN 31	2021 TOTAL BUDGET	2021 % of BUDGET
REVENUES				
Intergovernmental Receipts	-	**-**	753,000	0.00%
Income Taxes	904,262	**1,079,210**	10,995,889	9.81%
Miscellaneous	30	**24**	3,500	0.70%
Other Financing	-	**-**	3,000	0.00%
Transfer In	-	**-**	268,257	0.00%
Total Revenues	904,292	**1,079,234**	12,023,646	8.98%
EXPENDITURES				
Personal Services	650,675	**629,982**	9,820,895	6.41%
Charges & Services	102,417	**63,330**	1,169,814	5.41%
Materials & Supplies	62,642	**37,856**	464,806	8.14%
Capital Outlay	4,353	**51,821**	1,943,007	2.67%
Refunds	26,746	**-**	500,000	0.00%
Transfer	-	**-**	396,224	0.00%
Debt	-	**-**	515	0.00%
Total Fire Expenditures	846,834	**782,989**	14,295,261	5.48%

REC CENTER INCOME TAX FUND
RECREATION LEVY SUMMARY
JANUARY 2021

Account #	Description	2014 Expended	2015 Expended	2016 Expended	2017 Expended	2018 Expended	2019 Expended	2020 Expended	2021 Expended	2020 Encumbered	2020 Remaining Budget	Total 2014 - 2020
	Phase 1 - $20,000,000											
233-0233- 5230	Design	7,090	0	0	0	0	0	0	0	0	0	7,090
5513	Other Park Improvements	14,981	0	0	0	0	0	0	0	0	0	14,981
5521	National Guard City Alternatives	117,500	0	0	0	0	0	0	0	0	0	117,500
5533	Veterans Park Restroom/Shelter	0	100,000	150,000	0	0	0	0	0	0	0	250,000
	Total	**139,571**	**100,000**	**150,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**389,571**
	Phase 2 - $3,800,000											
233-0233- 5501	Houk Rd. Site Improvements	0	0	0	0	0	235,000	0	0	0	0	235,000
5522	Park Asphalt Projects	306,291	59,111	27,841	0	0	0	0	0	0	0	393,243
5523	Park Seal Coating Projects	36,025	100,894	0	0	0	0	0	0	0	0	136,919
5524	Smith Park Trail	27,461	3,699	205,818	0	0	0	0	0	0	0	236,978
5525	Park Irrigation	0	0	0	0	0	0	0	0	0	0	0
5526	Park Aeration	20,109	0	0	0	0	0	0	0	0	0	20,109
5527	Parks General Construction Projects	113,737	6,250	12,645	57,797	148,270	48,464	0	0	0	0	387,163
5528	Dog Park	32,354	34,003	0	0	0	0	0	0	0	0	66,357
5529	Drainage & Excavation Projects	2,608	0	0	0	0	0	0	0	0	0	2,608
5530	Miscellaneous Park Improvements	42,715	0	0	18,532	0	0	0	0	0	0	61,247
5531	Veterans Park Parking Lot Addition	337,203	0	0	0	0	0	0	0	0	0	337,203
5532	Wayfinding and Signage	0	0	0	21,160	2,590	61,357	30,758	0	6,785	28,000	150,650
5534	Veterans Park Playtoy	0	152,551	94,449	0	0	0	0	0	0	0	247,000
5535	Splashpad Construction	5,300	479,956	51,627	12,791	34,302	0	0	0	0	0	583,976
5536	Parkland Acquisition/Improvement	0	722,272	428,577	0	0	0	0	0	0	0	1,150,849
5537	Park Improvements Contingency	3,040	0	0	0	0	0	0	0	0	0	3,040
5538	Pickleball Courts	0	17,035	0	0	0	0	0	0	0	0	17,035
5710	In House Design	0	4,237	0	0	0	0	0	0	0	0	4,237
	Total	**926,843**	**1,580,008**	**820,957**	**110,280**	**185,162**	**344,821**	**30,758**	**0**	**6,785**	**28,000**	**4,033,614**
	Phase 1 Totals	**139,571**	**100,000**	**150,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**389,571**
	Phase 1 Reimbursements	**72,000**										**72,000**
	Phase 1 Net Cost	**67,571**	**100,000**	**150,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**317,571**
	Phase 1 Net Cost 2009-2013											**19,609,505**
	TOTAL PHASE 1 COSTS											**19,927,076**
	Phase 2 Totals	**926,843**	**1,580,008**	**820,957**	**110,280**	**185,162**	**344,821**					**3,968,071**
	Phase 2 Reimbursements		**212,722**									**212,722**
	TOTAL PHASE 2 COSTS	**926,843**	**1,367,286**	**820,957**	**110,280**	**185,162**	**344,821**					**3,755,349**
	TOTAL ALL PHASES											**23,682,425**

STORMWATER FUND

The Stormwater Fund is an Enterprise Fund that was established to account for the costs of repairing, replacing, and improving the city's storm drainage system. User fees sustain the expenditures of this fund. Please refer to page eight for a breakdown of the revenues and expenditures through January 31, 2021.

Revenues

The Stormwater Fund revenues are performing as expected. However, the following revenue sources require additional explanations:

- Charges for Services – Year-to-date service charges totaled $77,860 which is $9,741 (11.1%) less than the amount collected during the same period in the prior year. The decline is attributed to the effective date for the utility billing direct debit program posting for February 1, 2021.

Expenditures

The Stormwater Fund expenditures performed as expected through January 31, 2021.

STORMWATER FUND
STATEMENT OF REVENUE AND EXPENDITURES
JANUARY 2021

	2020 ACTUAL YTD JAN 31	2021 ACTUAL YTD JAN 31	2021 TOTAL BUDGET	2021 % of BUDGET
REVENUES				
Miscellaneous	258	**492**	2,350	20.94%
Charges for Services	87,601	**77,860**	829,500	9.39%
Total Revenues	87,859	**78,352**	831,850	9.42%
EXPENDITURES				
Stormwater Operations				
Personal Services	15,303	**19,574**	261,315	7.49%
Charges & Services	4,247	**6,525**	203,828	3.20%
Materials & Supplies	5,698	**6,692**	95,676	6.99%
Capital Outlay	-	**-**	20,000	0.00%
Transfer	-	**-**	900,000	0.00%
Total Ops Expenditures	25,248	**32,791**	1,480,819	2.21%

WATER FUND

The Water Fund was established to account for the treatment and distribution of water to resident and commercial users. This fund is also an Enterprise Fund, with user fees financing the expenditures. Please refer to page ten for a breakdown of the revenues and expenditures through January 31, 2021.

Revenues

The Water Fund revenues are performing as expected. However, the following revenue sources require additional explanations:

- Charges for Services – Included in this category are Services Charges & Collections.
    - Meter Charges – Year-to-date meter charges for water consumption totaled $344,676 which is $105,802 or 23.5% less than the amount collected same period from the prior year. The decline is attributed to the effective date for the utility billing direct debit program posting for February 1, 2021.
    - Capacity Fees – Year-to-date receipts total $223,711 and these fees are deposited into the Water Capacity Fee Fund (Fund 536).

Expenditures

The Water Fund expenditures performed as expected through January 31, 2021.

WATER FUND
STATEMENT OF REVENUE AND EXPENDITURES
JANUARY 2021

	2020 ACTUAL YTD JAN 31	2021 ACTUAL YTD JAN 31	2021 TOTAL BUDGET	2021 % of BUDGET
REVENUES				
Miscellaneous	1,781	**1,472**	25,000	5.89%
Other Financing		**-**	10,000	0.00%
Earnings on Investments	-	**1,095**	7,500	14.61%
Charges for Services	463,237	**350,046**	5,680,427	6.16%
Total Revenues	465,018	**352,613**	5,722,927	6.16%
EXPENDITURES				
Water Administration				
Personal Services	24,827	**35,755**	324,395	0.00%
Charges & Services	31,584	**33,942**	1,063,862	3.19%
Materials & Supplies	41	**-**	750	0.00%
Capital Outlay	-	**-**	25,000	0.00%
Refunds	414	**1,656**	10,000	16.56%
Transfers	-	**-**	1,952,379	0.00%
Total Admin Expenditures	56,867	**71,353**	3,376,386	2.11%
Water Treatment				
Personal Services	60,618	**64,175**	947,336	6.77%
Charges & Services	32,573	**96,297**	791,975	12.16%
Materials & Supplies	25,981	**8,625**	414,874	2.08%
Capital Outlay	-	**-**	94,500	0.00%
Refunds	-	**-**	-	0.00%
Total Treat Expenditures	119,171	**169,097**	2,248,685	7.52%
Water Distribution				
Personal Services	35,515	**36,460**	627,619	5.81%
Charges & Services	4,084	**6,835**	138,496	4.94%
Materials & Supplies	17,392	**45,912**	288,650	15.91%
Capital Outlay	-	**-**	15,000	0.00%
Refunds	-	**-**	-	0.00%
Total Dist Expenditures	56,991	**89,208**	1,069,765	8.34%
Total Expenditures	233,029	**329,658**	6,694,836	4.92%

WASTEWATER FUND

The purpose of the Wastewater Fund is to provide wastewater collection and treatment service to resident and commercial users. This fund is also an Enterprise Fund, with user fees financing the expenditures. Please refer to page twelve for a breakdown of the revenues and expenditures through January 31, 2021.

Revenues

The Sewer Fund revenues are performing as expected. However, the following revenue sources require additional explanations:

- Charges for Services – Included in this category are Services Charges & Collections.
    - Meter Charges – Year-to-date meter charges for wastewater treatment totaled $450,891 which is $83,133 or 15.6% less than the amount collected during same period from the prior year. The decline is attributed to the effective date for the utility billing direct debit program posting for February 1, 2021.

      Capacity Fees – Year-to-date receipts total $161,655 and these fees are deposited into the Wastewater Capacity Fee Fund (Fund 546).

Expenditures

The Wastewater Fund expenditures performed as expected through January 31, 2021.

WASTEWATER FUND
STATEMENT OF REVENUE AND EXPENDITURES
JANUARY 2021

	2020 ACTUAL YTD JAN 31	2021 ACTUAL YTD JAN 31	2021 TOTAL BUDGET	2021 % of BUDGET
REVENUES				
Miscellaneous	25	**-**	25,000	0.00%
Other Financing	-	**-**	15,000	0.00%
Earnings on Investments	-	**1,173**	23,000	5.10%
Charges for Services	551,221	**475,826**	7,009,424	6.79%
Total Revenues	551,246	**476,999**	7,072,424	6.74%
EXPENDITURES				
Sewer Administration				
Personal Services	15,304	**20,198**	324,440	0.00%
Charges & Services	661	**2,194**	1,117,987	0.20%
Materials & Supplies	-	**-**	900	0.00%
Capital Outlay	-	**-**	25,000	0.00%
Refunds	22	**-**	8,500	0.00%
Transfers	-	**-**	3,237,090	0.00%
Total Admin Expenditures	15,987	**22,392**	4,713,917	0.48%
Sewer Treatment				
Personal Services	57,198	**60,835**	984,939	6.18%
Charges & Services	73,304	**122,322**	1,240,058	9.86%
Materials & Supplies	10,497	**6,551**	272,483	2.40%
Capital Outlay	-	**-**	-	0.00%
Refunds	-	**-**	-	0.00%
Total Treat Expenditures	140,998	**189,709**	2,497,480	7.60%
Sewer Collection				
Personal Services	18,261	**16,173**	299,174	5.41%
Charges & Services	10,442	**16,357**	245,976	6.65%
Materials & Supplies	10,124	**33,301**	179,038	18.60%
Capital Outlay	-	**-**	16,500	0.00%
Refunds	-	**-**	-	0.00%
Total Col Expenditures	38,827	**65,830**	740,688	8.89%
Total Expenditures	195,813	**277,932**	7,952,085	3.50%

REFUSE FUND

The Refuse Fund accounts for the costs of providing refuse services. This fund is an Enterprise Fund which means that the main source of revenue is the monthly fees charged to residents for this service. Please refer to page fourteen for a breakdown of the revenues and expenditures through January 31, 2021.

Revenues

The Refuse Fund revenues are performing as expected. However, the following revenue sources require additional explanations:

- Charges for Services – Year-to-date receipts total $268,111 which is $41,815 or 13.5% less than the amount received from the same period in the prior year. The decline is attributed to the effective date for the utility billing direct debit program posting for February 1, 2021.

Expenditures

The Refuse Fund expenditures performed as expected through January 31, 2021.

REFUSE FUND
STATEMENT OF REVENUE AND EXPENDITURES
JANUARY 2021

	2020 ACTUAL YTD JAN 31	2021 ACTUAL YTD JAN 31	2021 TOTAL BUDGET	2021 % of BUDGET
REVENUES				
Miscellaneous	3,365	**69**	-	0.00%
Other Financing	-	**-**	10,000	0.00%
Earnings on Investments	-	**78**	13,500	0.58%
Charges for Services	309,926	**268,111**	3,749,000	7.15%
Transfer In		**-**	50,000	0.00%
Total Revenues	313,291	**268,258**	3,822,500	7.02%
EXPENDITURES				
Refuse Administration				
Personal Services	-	**-**	-	0.00%
Charges & Services	6,917	**18,635**	497,002	3.75%
Materials & Supplies	-	**-**	-	0.00%
Capital Outlay	2,538	**-**	-	0.00%
Refunds	10	**50**	300	16.67%
Transfers	-	**-**	-	0.00%
Total Admin Expenditures	9,465	**18,685**	497,302	3.76%
Refuse Collection				
Personal Services	43,805	**42,506**	806,002	5.27%
Charges & Services	81,002	**85,934**	1,393,444	6.17%
Materials & Supplies	8,950	**30,007**	215,009	13.96%
Capital Outlay	-	**-**	1,111,176	0.00%
Refunds	-	**-**	-	0.00%
Total Collect Expenditures	133,757	**158,447**	3,525,631	4.49%
Refuse Recycling				
Personal Services	29,481	**34,667**	486,408	7.13%
Charges & Services	11,613	**19,007**	290,643	6.54%
Materials & Supplies	2,520	**1,771**	128,608	1.38%
Capital Outlay	-	**1,742**	307,742	0.57%
Refunds	-	**-**	-	0.00%
Total Recycle Expenditures	43,614	**57,187**	1,213,401	4.71%
Total Expenditures	186,836	**234,320**	5,236,334	4.47%

APPENDIX A

YEAR TO DATE FUND REPORT
January 31, 2021

Fund #	FUND	BEGINNING BALANCE	YTD REVENUES	YTD EXPEND	ENDING BALANCE	ENCUMB	UNENCUMB BALANCE
101	General Fund	6,983,031.34	2,478,464.75	1,396,721.66	8,064,774.43	938,443.81	7,126,330.62
200	Street Maintenance & Repair	104,616.68	159,857.56	174,644.18	89,830.06	262,901.65	(173,071.59)
201	State Highway Improvement	39,903.60	12,964.28	0.00	52,867.88	0.00	52,867.88
202	License Fee	364,450.04	40,767.20	16,973.53	388,243.71	0.00	388,243.71
204	Performance Bond	552,151.00	884,147.00	0.00	1,436,298.00	0.00	1,436,298.00
210	Recreation	16,995.52	40.72	92,019.26	(74,983.02)	55,031.84	(130,014.86)
212	Oak Grove Cemetery	201,988.79	20,576.50	19,723.32	202,841.97	96,206.30	106,635.67
215	Tree Replacement	212,453.78	500.00	0.00	212,953.78	0.00	212,953.78
222	Airport	276,740.87	57,207.43	82,518.55	251,429.75	21,961.29	229,468.46
223	Hangars	184,909.89	8,669.00	9,449.95	184,128.94	0.00	184,128.94
231	Fire/EMS Income Tax	10,063,975.44	1,079,234.37	782,988.76	10,360,221.05	1,414,644.81	8,945,576.24
233	Rec Center Income Tax	4,815,002.65	231,589.83	0.00	5,046,592.48	6,785.00	5,039,807.48
235	Airport TIF	163,387.07	0.00	0.00	163,387.07	0.00	163,387.07
236	Glenn Road TIF	2,338,996.22	150.03	4,142.40	2,335,003.85	377,337.15	1,957,666.70
237	Sky Climber TIF	0.00	0.00	0.00	0.00	17,904.39	(17,904.39)
238	Mill Run TIF	0.00	0.00	0.00	0.00	0.00	0.00
240	Municipal Court	2,408,686.30	98,761.96	172,080.61	2,335,367.65	19,938.25	2,315,429.40
241	Court IDIAM	24,001.06	4,839.48	0.00	28,840.54	3,386.52	25,454.02
250	Drug Enforcement	51,289.68	150.00	0.00	51,439.68	0.00	51,439.68
251	Court Alcohol Treatment	624,074.63	2,283.55	0.00	626,358.18	0.00	626,358.18
252	OMVI Enforcement/Education	5,707.65	145.00	0.00	5,852.65	0.00	5,852.65
253	Police Judgement	23,324.02	0.00	0.00	23,324.02	0.00	23,324.02
254	Police Fed Judgement	13,885.77	0.89	0.00	13,886.66	7,500.00	6,386.66
255	Park Exaction Fee	79,629.07	0.00	0.00	79,629.07	0.00	79,629.07
256	Court Computer Legal Research	742,067.00	12,504.00	3,199.14	751,371.86	65,214.03	686,157.83
257	Court Special Projects	622,876.17	12,933.50	9,429.33	626,380.34	33,964.98	592,415.36
259	Court Probation Services	707,004.01	18,734.11	1,351.80	724,386.32	1,200.00	723,186.32
261	Police Disability Pension	0.00	0.00	0.00	0.00	0.00	0.00
262	Fire Disability Pension	0.00	0.00	0.00	0.00	0.00	0.00
272	Community Promotion	2,651.63	1,354.57	0.00	4,006.20	50,000.00	(45,993.80)
280	Local Coronavirus Relief	0.00	0.00	0.00	0.00	0.00	0.00
291	CDBG	0.00	0.00	275.00	(275.00)	3,075.00	(3,350.00)
292	Police Fed Treasury Seizures	3,541.85	950.67	0.00	4,492.52	850.00	3,642.52
295	ED Revolving Loan	300,624.04	8,903.86	26.35	309,501.55	176,325.00	133,176.55
296	Housing Program Income	0.00	0.00	0.00	0.00	0.00	0.00

YEAR TO DATE FUND REPORT
January 31, 2021

Fund #	FUND	BEGINNING BALANCE	YTD REVENUES	YTD EXPEND	ENDING BALANCE	ENCUMB	UNENCUMB BALANCE
300	General Bond Retirement	492,654.88	31.63	0.00	492,686.51	0.00	492,686.51
301	Park Improvement Bond	48,165.20	3.09	0.00	48,168.29	4,000.00	44,168.29
302	SE Highland Bond	34.44	0.00	0.00	34.44	0.00	34.44
410	Capital Improvement	2,449,344.45	0.00	460,186.10	1,989,158.35	1,923,577.53	65,580.82
412	OPWC	0.00	0.00	0.00	0.00	0.00	0.00
415	Point Project	1,126,493.80	58,339.65	604,966.54	579,866.91	921,526.84	(341,659.93)
431	FAA Alloc/Improvement Grant	89,765.41	0.00	0.00	89,765.41	15,355.85	74,409.56
440	Equipment Replacement	213,611.45	0.00	192,097.00	21,514.45	471,393.00	(449,878.55)
491	Parks Impact Fee	2,518,138.33	30,811.83	45,299.88	2,503,650.28	353,310.03	2,150,340.25
492	Police Impact Fee	486,957.21	7,223.43	0.00	494,180.64	0.00	494,180.64
493	Fire Impact Fee	622,208.16	10,594.71	0.00	632,802.87	0.00	632,802.87
494	Municipal Impact Fee	507,884.92	11,613.95	0.00	519,498.87	0.00	519,498.87
496	Glenn Rd S Construction	1,385,273.45	20,089.84	0.00	1,405,363.29	0.00	1,405,363.29
498	Glenn Rd N	290,330.29	18.64	0.00	290,348.93	0.00	290,348.93
501	Golf Course	221,143.30	1,469.00	2,187.32	220,424.98	2,250.00	218,174.98
520	Parking Lots	44,994.76	3,357.92	8,925.99	39,426.69	1,584.00	37,842.69
523	Stormwater	3,761,276.68	78,351.84	32,790.61	3,806,837.91	100,958.13	3,705,879.78
524	Stormwater Capital	(1,927,151.51)	0.00	368,506.37	(2,295,657.88)	60,035.14	(2,355,693.02)
530	Water	2,058,415.83	352,612.54	329,657.70	2,081,370.67	234,517.22	1,846,853.45
531	Water Construction	1,398,500.42	0.00	689,567.18	708,933.24	36,583.61	672,349.63
533	Water Reserve	2,000,000.00	0.00	0.00	2,000,000.00	0.00	2,000,000.00
535	Water Customer Deposit	190,359.63	(4,684.72)	0.00	185,674.91	0.00	185,674.91
536	Water Capacity Fee	11,662,148.66	223,710.51	375,375.60	11,510,483.57	171,463.95	11,339,019.62
540	Wastewater	4,092,154.36	476,999.29	277,931.72	4,291,221.93	315,062.05	3,976,159.88
541	Wastewater Construction	3,960,063.37	0.00	292,971.81	3,667,091.56	229,009.98	3,438,081.58
543	Wastewater Reserve	2,000,000.00	0.00	0.00	2,000,000.00	0.00	2,000,000.00
546	Wastewater Capacity Fee	8,376,102.10	161,654.71	1,023,422.70	7,514,334.11	193,126.16	7,321,207.95
548	SE Highland Wastewater	244,100.11	57,600.00	0.00	301,700.11	0.00	301,700.11
550	Refuse	1,199,261.65	268,257.85	234,319.70	1,233,199.80	1,088,671.75	144,528.05
601	Garage Rotary	46,938.31	0.00	38,356.48	8,581.83	172,410.21	(163,828.38)
602	IT Rotary	18,532.22	0.00	205,349.64	(186,817.42)	239,745.23	(426,562.65)
610	Health Insurance	2,010,396.95	264,585.32	602,311.20	1,672,671.07	11,214.25	1,661,456.82
620	Workers Compensation	3,651,058.38	0.00	161,739.50	3,489,318.88	600.00	3,488,718.88
701	Fire Donation	1,283.36	0.00	0.00	1,283.36	0.00	1,283.36
702	Parks/Rec Donation	7,749.03	0.00	0.00	7,749.03	0.00	7,749.03
703	Police Donation	9,336.60	0.00	0.00	9,336.60	428.89	8,907.71
704	Mayors Donation	1,448.15	100.00	0.00	1,548.15	0.00	1,548.15
705	Project Trust	1,124,540.63	2,000.00	0.00	1,126,540.63	0.00	1,126,540.63

YEAR TO DATE FUND REPORT
January 31, 2021

707	Unclaimed Funds	57,589.32	0.00	0.00	57,589.32	0.00	57,589.32
708	Municipal Court Unclaimed Funds	106,921.77	203.09	0.00	107,124.86	0.00	107,124.86
709	Development Reserve	678,717.04	0.00	0.00	678,717.04	0.00	678,717.04
710	Reserve Account	1,213,864.04	0.00	0.00	1,213,864.04	0.00	1,213,864.04
750	Cemetery Perpetual Care	37,204.40	2.39	0.00	37,206.79	0.00	37,206.79
801	State Highway Patrol	7,085.84	3,530.56	10,616.41	(0.01)	0.00	(0.01)
803	State Building Permit	632.01	883.32	677.87	837.46	0.00	837.46
811	Berkshire JEDD	153,198.73	45,631.50	153,525.41	45,304.82	2,751.70	42,553.12
		90,566,693.90	**7,210,722.15**	**8,876,326.57**	**88,901,089.48**	**10,102,245.54**	**78,798,843.94**

CITY OF DELAWARE, OHIO
FINANCIAL STATEMENT
JANUARY 31, 2021

	Weighted Average Interest Rate	YTD Interest Earned	Weighted Average Maturity (Days)	Ending Balance
Checking/Depository				
Checking (Operating & Payroll)*		-		19,732,198
Total Bank Deposits		$ -		$ 19,732,198
Investments				
Star Ohio	0.09%	5,944		69,168,891
Total Investments		$ 5,944		$ 69,168,891
TOTAL BANK DEPOSITS & INVESTMENTS		$ 5,944		$ 88,901,089

* The city participates in an Earning Credit Allow ance program. The City maintains a minimum balance in the checking account so that a credit is earned that then offsets the monthly service charge.

I certify that the balances stated above are true to the best of my know ledge.

Justin Nahvi — JANUARY 31, 2021

Finance Director — Date

Tom Homan — JANUARY 31, 2021

City Manager — Date

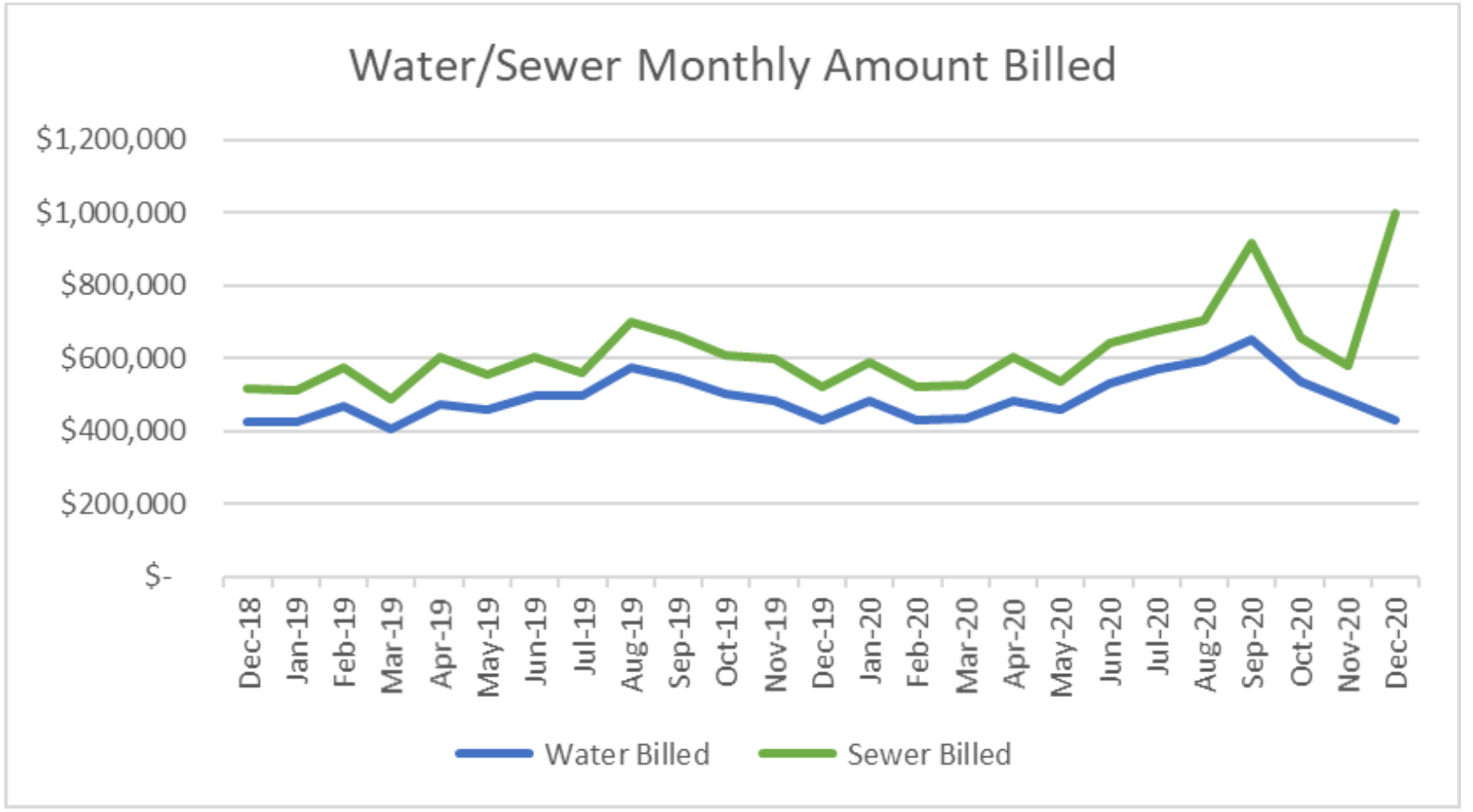
CITY OF DELAWARE
DEBT SCHEDULE
JANUARY 2021

	Outstanding Balance 1/31/2021	General	Fire/EMS	Rec Levy	Police Impact Fee	Municipal Impact Fee	Glenn Rd. TIF/NCA	Water User Fee	Water Capacity Fee	Sewer User Fee	Sewer Capacity Fee
2019 GO Bonds	**$19,780,000**	$ 3,615,000					$ 6,280,000				$ 9,885,000
2017 General Obligation Bonds	**$ 5,405,000**	$ 587,605	$ 2,485,000						$ 1,820,494		$ 511,901
2015 General Obligation Bonds	**$ 4,930,000**		$ 350,000	$ 2,215,000			$ 2,365,000				
2013 General Obligation Bonds	**$ 4,740,000**		$ 1,725,000		$ 534,750	$ 1,190,250	$ 1,290,000				
2012 General Obligation Bonds	**$ 1,265,000**	$ 565,148	$ 114,852								$ 585,000
OWDA Water Projects	**$27,804,208**							$17,819,341	$ 9,984,867		
OWDA Sewer Projects	**$ 9,253,262**									$ 797,631	$ 8,455,631
2020 Recreation Levy Bonds	**$12,085,000**			$12,085,000							
Total Long Term Debt	**$85,262,470**	$ 4,767,753	$ 4,674,852	$14,300,000	$ 534,750	$ 1,190,250	$ 9,935,000	$17,819,341	$11,805,360	$ 797,631	$19,437,532
Fund Balance Reserves 1/31/21		$ 8,064,774	$10,360,221	$ 5,046,592	$ 494,181	$ 519,499	$ 3,740,367	$ 4,790,304	$11,510,484	$ 9,958,313	$ 7,514,334
Annual Debt Service		$ 767,721	$ 702,262	$ 2,431,580	$ 136,700	$ 353,500	$ 999,126	$ 1,285,727	$ 964,722	$ 152,695	$ 3,003,987
2021 Revenue		$25,879,431	$12,023,646	$ 2,326,517	$ 102,500	$ 170,500	$ 3,419,300	$ 7,722,927	$ 2,000,000	$ 8,572,424	$ 4,080,000

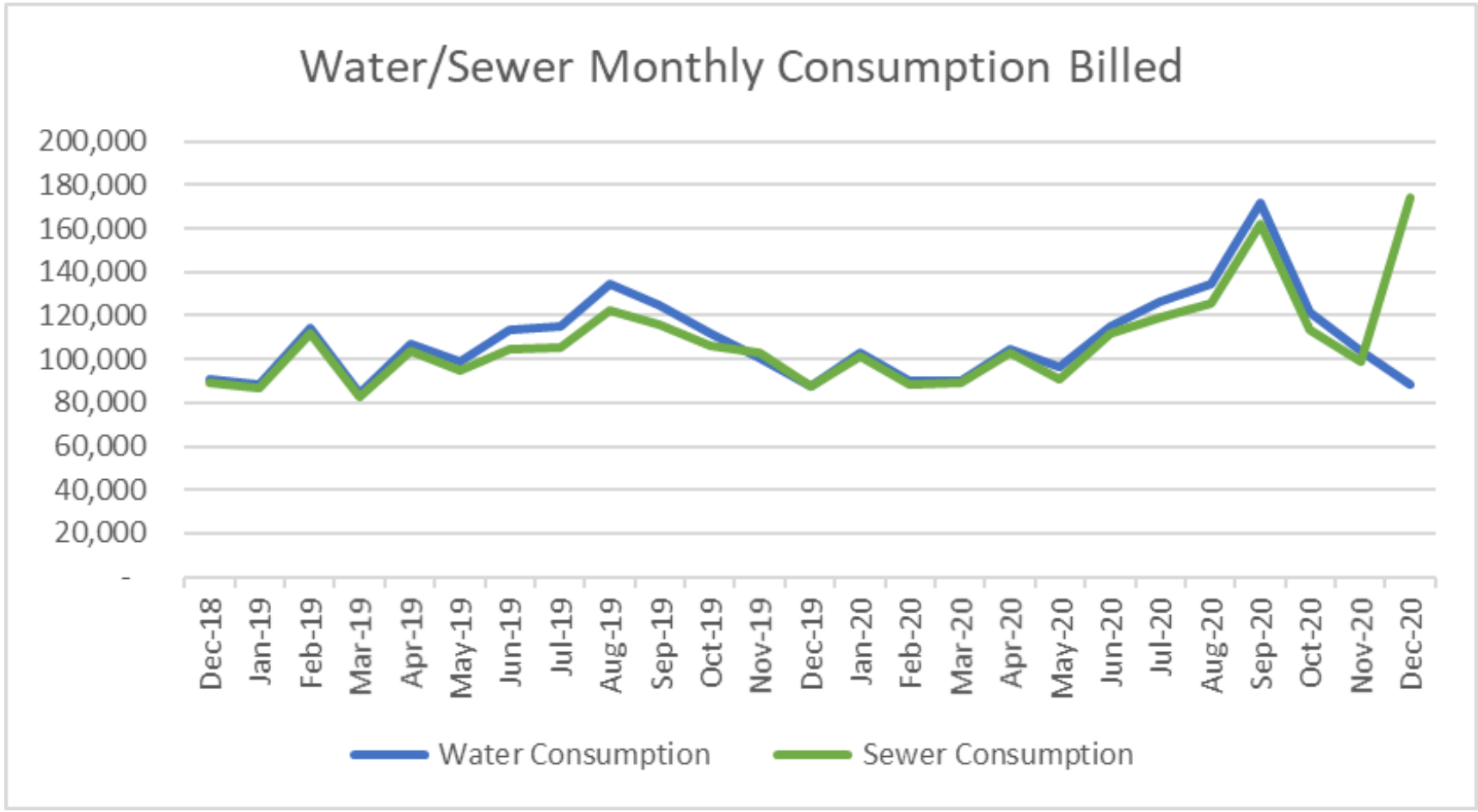
APPENDIX D

Billing Month	Consumption Period	Water Customers	Water Consumption	Water Billed	Sewer Customers	Sewer Consumption	Sewer Billed	Refuse Customers	Refuse Billed	Stormwater ERU	Stormwater Billed
Jan-19	Dec-18	12,928	91,066	$ 425,547	12,691	89,468	$ 515,265	14,235	$ 293,242	36,466	$ 91,166
Feb-19	Jan-19	12,951	88,253	$ 423,755	12,711	86,832	$ 511,264	14,247	$ 293,493	27,873	$ 69,681
Mar-19	Feb-19	12,957	113,997	$ 469,192	12,716	111,840	$ 576,244	14,316	$ 294,918	27,908	$ 69,771
Apr-19	Mar-19	12,983	84,044	$ 403,182	12,742	82,418	$ 485,058	14,294	$ 294,455	27,947	$ 69,868
May-19	Apr-19	13,050	106,911	$ 474,402	12,810	104,035	$ 601,199	14,349	$ 295,593	27,949	$ 69,873
Jun-19	May-19	13,096	99,139	$ 456,613	12,854	95,180	$ 553,500	14,395	$ 296,542	28,008	$ 70,020
Jul-19	Jun-19	13,134	113,613	$ 494,816	12,890	104,409	$ 604,106	14,464	$ 297,966	27,991	$ 69,978
Aug-19	Jul-19	13,151	115,139	$ 499,167	12,914	105,412	$ 559,491	14,495	$ 298,591	28,039	$ 70,097
Sep-19	Aug-19	13,172	134,924	$ 575,052	12,930	122,650	$ 697,696	14,519	$ 299,099	28,052	$ 70,129
Oct-19	Sep-19	13,207	125,047	$ 544,381	12,965	116,228	$ 661,645	14,573	$ 300,203	28,083	$ 70,208
Nov-19	Oct-19	13,243	111,664	$ 504,206	13,000	106,141	$ 608,906	14,599	$ 300,738	28,011	$ 70,028
Dec-19	Nov-19	13,211	100,944	$ 483,479	12,966	103,133	$ 596,428	14,595	$ 300,649	27,976	$ 69,941
Jan-20	Dec-19	13,270	87,728	$ 431,208	13,024	87,642	$ 522,014	14,631	$ 301,390	36,363	$ 90,907
Feb-20	Jan-20	13,219	102,900	$ 480,375	12,975	101,172	$ 587,089	14,382	$ 296,269	28,119	$ 70,297
Mar-20	Feb-20	13,240	90,393	$ 431,582	12,994	88,700	$ 522,680	14,651	$ 301,820	28,156	$ 70,390
Apr-20	Mar-20	13,278	90,392	$ 433,859	13,031	89,541	$ 527,488	14,707	$ 302,973	28,156	$ 70,390
May-20	Apr-20	13,333	104,347	$ 483,078	13,086	102,909	$ 601,266	14,681	$ 302,426	28,247	$ 70,616
Jun-20	May-20	13,386	96,858	$ 460,005	13,138	90,592	$ 534,923	14,687	$ 302,549	28,221	$ 70,552
Jul-20	Jun-20	13,415	114,917	$ 528,781	13,166	111,910	$ 642,513	14,727	$ 303,372	28,240	$ 70,600
Aug-20	Jul-20	13,402	126,267	$ 569,456	13,156	119,040	$ 675,202	14,755	$ 303,959	28,348	$ 70,870
Sep-20	Aug-20	13,473	134,662	$ 592,850	13,227	125,526	$ 706,345	14,837	$ 305,640	28,245	$ 70,612
Oct-20	Sep-20	13,475	171,441	$ 649,461	13,227	162,429	$ 916,105	14,857	$ 306,057	28,318	$ 70,796
Nov-20	Oct-20	13,506	121,983	$ 537,031	13,257	113,341	$ 656,170	14,867	$ 306,269	28,368	$ 70,921
Dec-20	Nov-20	13,513	103,585	$ 481,446	13,260	99,078	$ 576,854	14,897	$ 306,879	28,387	$ 70,967
Jan-21	Dec-20	13,596	88,116	$ 429,022	13,344	174,469	$ 1,000,075	14,926	$ 307,486	36,651	$ 91,627

APPENDIX D


Water/Sewer Monthly Amount Billed
$1,200,000
$1,000,000
$800,000
$600,000
$400,000
$200,000
$-
Dec-18
Jan-19
Feb-19
Mar-19
Apr-19
May-19
Jun-19
Jul-19
Aug-19
Sep-19
Oct-19
Nov-19
Dec-19
Jan-20
Feb-20
Mar-20
Apr-20
May-20
Jun-20
Jul-20
Aug-20
Sep-20
Oct-20
Nov-20
Dec-20
Water Billed
Sewer Billed

APPENDIX D


Water/Sewer Monthly Consumption Billed
200,000
180,000
160,000
140,000
120,000
100,000
80,000
60,000
40,000
20,000
-
Dec-18
Jan-19
Feb-19
Mar-19
Apr-19
May-19
Jun-19
Jul-19
Aug-19
Sep-19
Oct-19
Nov-19
Dec-19
Jan-20
Feb-20
Mar-20
Apr-20
May-20
Jun-20
Jul-20
Aug-20
Sep-20
Oct-20
Nov-20
Dec-20
Water Consumption
Sewer Consumption

MONTHLY INCOME TAX REVENUES

2019-2021

	2019					2020					2021				
	W/H	PERSONAL	BUSINESS	TOTAL	% OF ACTUAL	W/H	PERSONAL	BUSINESS	TOTAL	% OF ACTUAL	W/H	PERSONAL	BUSINESS	TOTAL	% OF BUDGET
JANUARY	1,570,681	603,605	80,207	2,254,493		1,706,358	637,606	44,177	2,388,141		2,127,976	695,732	28,621	2,852,329	
SUBTOTAL	1,570,681	603,605	80,207	2,254,493	7.83%	1,706,358	637,606	44,177	2,388,141	8.29%	2,127,976	695,732	28,621	2,852,329	9.88%
FEBRUARY	1,616,403	398,566	112,062	2,127,031		1,757,517	309,713	92,790	2,160,019		-	-	-	-	
MARCH	1,308,699	737,799	133,499	2,179,997		1,597,825	513,367	158,820	2,270,012		-	-	-	-	
APRIL	1,941,656	2,595,734	781,735	5,319,125		1,942,011	774,039	198,985	2,915,035		-	-	-	-	
MAY	1,440,447	242,575	54,049	1,737,070		1,436,969	284,090	63,824	1,784,883		-	-	-	-	
JUNE	1,696,517	732,504	153,590	2,582,612		1,486,251	546,475	182,455	2,215,181		-	-	-	-	
JULY	1,630,973	329,142	27,910	1,988,025		1,564,181	1,991,877	459,118	4,015,176		-	-	-	-	
AUGUST	1,393,601	220,627	97,863	1,712,090		1,813,509	215,388	47,643	2,076,540		-	-	-	-	
SEPTEMBER	1,742,714	764,332	253,449	2,760,494		1,470,918	797,195	287,393	2,555,506		-	-	-	-	
OCTOBER	1,688,264	281,632	96,126	2,066,022		1,803,650	308,140	128,510	2,240,300		-	-	-	-	
NOVEMBER	1,563,442	258,284	79,136	1,900,863		1,848,195	180,009	82,625	2,110,829		-	-	-	-	
DECEMBER	1,683,645	368,333	124,744	2,176,722		1,457,238	428,683	190,989	2,076,910		-	-	-	-	
TOTALS	19,277,043	7,533,133	1,994,369	28,804,544		19,884,622	6,986,582	1,937,329	28,808,533		2,127,976	695,732	28,621	2,852,329	

	Total Receipts	JANUARY Receipts	% of Annual Collections
2011	17,765,717	1,601,351	9.01%
2012	19,658,101	1,960,611	9.97%
2013	20,557,766	1,842,762	8.96%
2014	21,537,420	1,794,191	8.33%
2015	22,852,743	1,857,552	8.13%
2016	24,975,316	2,204,614	8.83%
2017	25,898,396	2,204,614	8.51%
2018	27,829,347	2,239,431	8.05%
2019	28,804,544	2,254,493	7.83%
2020	28,808,533	2,388,141	8.29%
		10 Year Avg.	8.59%

Projection based on ten year trend!

JANUARY 2021 RECEIPTS = $2,852,329

HIGH =	7.83%	$36,442,798
LOW =	9.97%	$28,598,929
LAST 3 YR AVG =	8.05%	$35,412,749
*2021 BUDGETED RECEIPTS		$28,857,906

TO: Mayor Riggle and Members of Council

FROM: R. Thomas Homan, City Manager

SUBJECT: Miscellaneous Matters

DATE: February 18, 2021

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1. **Calendar**
   See Attached

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

FEBRUARY

2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Council Work Session 6:30 pm – Virtual	2 Public Works/Public Utilities 6:00 pm Virtual	3 Civil Service- 3 pm Planning 6:30	4	5	6
7	8 Council – 7 pm	9	10 BZA 6:30	11	12	13
14	15 Parking and Safety 6pm	16	17	18	19	20
21	22 Council 7 pm	23 Shade Tree 6:30pm	24 HPC 6:30 pm	25	26	27
28						

March

2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Council Work Session 6:30 pm	2	3 Civil Service 3:00 pm Planning 6:30 pm	4	5	6
7	8 Council Meeting 7 pm	9	10 BZA 6:30 pm	11	12	13
14	15	16 Parks and Recreation Advisory Board 6:30 pm	17	18	19	20
21	22 Council 7 pm	23	24 HPC 6:30 pm	25	26	27
28	29	30	31			

CONTRACT APPROVAL - 02/22/21				
VENDOR	**EXPLANATION OF AGREEMENT**	**2021 AMOUNT**	**DEPARTMENT**	**DATE**
Lincoln Construction	CO5 - Reno of Council Chambers	$20,936.00	CMO	2/10/2021
Clemans Nelson	Amendment to original agreement to include Municipal Court and Clerk of Court	$1,500.00	DAS	2/15/2021
Schonhardt & Associates	Accounting Services	$12,000.00	Finance	2/10/2021
Squire, Patton, Boggs	Engagement Letter re assistance with issuance of bonds	N/A	Finance	2/3/2021
Azteca Systems Holdings	Cityworks Renewal	$66,000.00	IT	2/3/2021
Consolidated Coop	Fiber Installation	$24,700.00	IT	2/17/2021
Delaware County Board of Commissioners	Cooperative Agreement for Fiber Installation	N/A	IT	2/4/2021
Vertical VAR LLC	IBM-DPD Elite Software	$1,150.00	IT	2/10/2021
Patrick Engineering	Delaware Run Feasibility Study	$4,636.64	Parks & Rec.	2/15/2021
Ohio Development Services Agency	RLF Admin Agreement	N/A	Planning	2/3/2021
I-Dig Construction Group	Riverby Estate Sanitary Sewer Extension	$144,458.00	Public Utilities	2/18/2021
Korda/Nemeth Engineering	Penick Ave. Surveying	$365,000.00	Public Works	2/15/2021
Cyrus Construction	North St. Bridge Abandonment	$45,000.00	Public Works	2/15/2021
AEP Ohio	CIAC for Electric Service	$365,000.00	Public Works	2/15/2021