Canal Winchester

Town Hall
10 North High Street
Canal Winchester, OH 43110

Meeting Agenda

July 2, 2018

7:00 PM

City Council

Bruce Jarvis – President
Mike Walker – Vice President
Jill Amos
Will Bennett
Bob Clark
Mike Coolman
Patrick Lynch

A. Call To Order

B. Pledge of Allegiance – *Walker*

C. Roll Call

D. Approval of Minutes

MIN-18-029	6-18-18 Council Work Session Minutes
MIN-18-030	6-18-18 Public Hearing Minutes
MIN-18-031	6-18-18 Council Meeting Minutes

E. Communications & Petitions

F. Public Comments - Five Minute Limit Per Person

G. Resolutions

RES-18-010
Mayor

A Resolution Authorizing The Labor Day Festival Committee To Operate The Annual "Canal Winchester Labor Day Festival" On The Various Streets And Sidewalks Of The City Of Canal Winchester

- Adoption

H. Ordinances

Tabled

ORD-18-017
Development
Sponsor: Coolman

An Ordinance To Create Chapter 188 In Part One Of The Codified Ordinances Of Canal Winchester Enacting An Admissions Tax

- Tabled at Third Reading

Third Reading

ORD-18-021
Finance
Sponsor: Clark

An Ordinance Approving And Adopting The 2019 Tax Budget (Ex. A)

- Adoption

Second Reading

ORD-18-023
Finance
Sponsor: Amos

An Ordinance To Adopt Amendments To The Council Rules (Ex. A)

- Second Reading Only

ORD-18-024
Development
Sponsor: Clark

An Ordinance Authorizing The Mayor And Clerk To Accept And Execute The Plat For The Villages At Westchester Section 10, Part 2

- Second Reading Only

First Reading

ORD-18-025
Development

An Ordinance Amending Section 1161.04 Of The Codified Ordinances Regarding Old Town Commercial Zoning District

- First Reading Only

H. Ordinances (continued)

First Reading (continued)

ORD-18-026 An Ordinance To Amend The 2018 Appropriations Ordinance 17-049, Amendment #3
Finance
- Request waiver of second/third readings and adoption

I. Reports

Mayor's Report
Fairfield County Sheriff
Law Director
Finance Director
18-071 Finance Director's Report
Public Service Director
18-072 Public Service Director's Project Update
18-074 Construction Services Administrator's Report
Development Director
18-073 Development Director's Report

J. Council Reports

Council Recess	*No meeting Monday, July 16, 2018*
Committee of the Whole	*Monday, July 30, 2018 at 6:00 p.m. - TENTATIVE*
Work Session/Council	*Monday, August 6, 2018 at 5:45 p.m.*
Public Hearing – Middletown Farms	*Monday, August 6, 2018 at 6:15 p.m.*
Work Session/Council	*Monday, August 20, 2018 at 6:00 p.m.*
CW Human Services	*Mr. Lynch*
CWICC	*Mr. Clark*
CWJRD	*Mr. Bennett/Mrs. Amos*
Destination: Canal Winchester	*Mr. Walker*

K. Old/New Business

L. Adjourn to Executive Session (if necessary)

M. Adjournment

Canal Winchester

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10 North High Street
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Meeting Minutes - DRAFT

June 18, 2018

5:45 PM

Council Work Session

Mike Walker – Chair
Jill Amos
Will Bennett
Bob Clark
Mike Coolman
Bruce Jarvis
Patrick Lynch

A. Call To Order ***Walker called the meeting to order at 5:45 p.m.***

B. Roll Call ***Present 7 – Amos, Bennett, Clark, Coolman, Jarvis, Lynch, Walker***

C. Also In Attendance

Mayor Ebert, Matt Peoples, Lucas Haire, Amanda Jackson, Bill Sims, Dick Miller, Shawn Starcher, Joe Taylor, Shane Spencer

D. Reports

Bill Sims – Work on Gender Road Phase IV is continuing; the water line on the west side of Gender Road has been replaced, that's now in service; the clearing work is pretty much complete at this point, they did finish up clearing along Groveport Road, so you can see it's quite a bit more open down through there now; we have a progress meeting this Thursday for that project, the second one; probably most importantly, the railroad work – replacement of the track system there, the closure is on schedule to occur June 28th, starting at 7pm; closed until Monday, July 2nd at 7pm; we have been meeting regularly with the railroad contractor, the railroad and our folks to make sure everything is well coordinated, seems like everything is in place at this point; we've got a good plan to get it all done in that time frame; weather should not be a significant issue, if we do have some, a lot of work can be performed regardless of weather conditions; I feel pretty confident that we will be back open definitely by 7pm on Monday; we have been coordinating closely with the Madison Township Fire Department, obviously with the fire station right there, about providing temporary access, as long as we're able to; and identifying for them when they will have no access northbound on Gender Road; they're making plans obviously to shift assignments, maybe move some equipment as well; Jarvis: I'm sorry Mr. Sims for interrupting – you probably described this already, but what is the option for normal traffic, non-emergency traffic, if they're headed northbound on Gender? Is there a detour in mind? Sims: There will be a detour posted; I will say the detour is determined primarily because of through traffic, so the commuter traffic and truck traffic; there will be other routes available, but the signed 'detour' is basically utilizing 317 as the alternate access to 33; so if you were northbound for instance, you would continue on to Hayes Road from the Gender Road/Lithopolis Road intersection, and then out to Pontius; if you were coming in town heading westbound on Groveport Road, you would continue west on Groveport Road to Richardson Road and head south; Groveport has no thru trucks ordinances as well, and they will be strictly enforcing those during that time period; if folks are on 33 wanting to head south – again trucks and commuter traffic would be primarily what we detour to 317 South, and then back over to basically the Gender/Lithopolis intersection; there is a map on our website, if you want to take a look at that, you certainly can; Jarvis: I'm kind of getting a mental picture based on what you just said; Sims: It seems long, but it's really to do because of those heavier traffic volumes, particularly the trucks; unfortunately if you were to try to enter town in a truck, you would be faced with some of these really tight corners, and short areas – like between Groveport Road and Waterloo on Washington; it's not a good place to be stacking large numbers of vehicles; I'm sure that local folks will find the better alternatives for cars; I think more people rely on their GPS than they do actually reading the signs anymore, seems to be my feeling; everybody is always following their phone, rather than reading the signage; I know that we get into that trouble sometimes with trucks, they're busy looking at what the GPS is telling them, and not paying

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attention to the signage; it will be a little bit challenging, I'm sure, obviously with the traffic volume on Gender Road; most of it is over the weekend, so hopefully that's a help to some of the commuters; we'll be monitoring it as well; we think we've got all the signage that should capture people; as always, we're willing to adapt to that; sometimes it says 'oh, gee, we didn't think hard to do that' and we'll throw up another sign in another location; we're trying to get it out there, we've sent out a detour route, and time frames to Columbus' Paving the Way, and to their network reach, mostly commuter folks; we have message boards going up later this week on Wednesday, notifying people driving through there north bound and south bound the dates and time frames; we've been providing detour maps to some of the local businesses in that area, particularly the ones that have trucks coming in and out regularly; we have information on our website, we've shared with surrounding communities that have shared it on their website; hopefully we catch most of them; Jarvis: I predict that it won't be a fun 4 or 5 days, but what else can be done, right? Sims: That first day will be interesting, for sure; the work will be occurring 24/7, so if it really needs to be closed to get this done, it's the shortest possible time frame for that; street program – most of the paving work is complete, there's some more minor stuff that's left at this point; most of the streets in Ashbrook have been paved, High Street has been paved, I'm sure you've seen that; the Towing Path parking lots have been paved; there's definitely incidental work – striping, things of that nature still have to happen; we have a few repairs to make – actually just this afternoon I was in Ashbrook at the top of Murdock Lane; that's actually unfortunately a serious pavement issue up there; so Shane and I were discussing about our options, and what we need to do at that spot, but we'll get that worked out here in the next couple days as far as the next step forward to the best solution; we have sidewalk program continuing as well, they're moving from Washington Knolls to East Columbus Street area; Washington Street they're working on sidewalks; they have pavement rejuvenator called Reclamite that's basically a surface treatment for new asphalt that will be going on at Winchester Trace this Wednesday; a couple of you will be getting a door hanger on your door here tomorrow, letting you know that that's a surface spray that goes down very quickly, and won't cause you any trouble; you might see a little tracking, but it dissipates in a week or so; basically a penetrating sealer for the asphalt – so that'll be happening Wednesday; on the private side, Canal Cove section 5 was paved; there's still a little work to do in there, some concrete items and gas lines need to be installed; the widening was paved out front in Canal Cove; the striping and grading are still to be finished out there; the bike path was paved there as well, that's a good thing, people have been very anxious to start utilizing that walkway in Canal Cove; Winchester Ridge section 3 – they are constructing their interior road system right now; first building is underway for those folks; Westchester 10-2 and 9-1 – utilities are in the ground, there's been some testing going on for those, that's just about wrapped up; they're starting to work on the roads upgrade again; we'll probably see maybe curbs in that area in the next 2-3 weeks; the crews that were working will be moving to section 12-2, phase 3 and 4, which is kind of an old court, and a couple of other courts off of that on the other side of Gender; they'll be moving into new territory at the end of this week; the COTA Park & Ride – the contractor has mobilized the site there; there will be some clearing this week, probably will see some actual activity out there in the coming week-2 weeks; the high school – their contractor has mobilized the site as well today, and you'll start seeing some activity around the high school here in the next day or two; then we have 2 larger utility projects going on in town – one is the TransCanada pipeline replacement; I'm sure you've been noticing the work along 33 there; they're ready to move into our area; there's a little

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bit of work occurring now in Canal Pointe – getting to a place where they'll have the existing main; you'll probably start seeing the access drives going in, and I think they're shooting for the 26th of this month to actually start some construction on the pipeline in Canal; Columbia Gas of Ohio is installing – this part is actually kind of a spinoff from the pipeline project; they have to install a new gas main as well from Canal Pointe down Busey road, and then all the way down Bowen Road, around Hersh Packing, a little gas building there; they're actively trying to get that done as soon as possible; you'll see quite a bit of work up that way.

Dick Miller – Just a few things; the first draft of the fall 2018 street tree planning is complete; it is estimated that the 53 trees that will be installed will cost $15,400; I will accept changes to that list until August 10th; our crew hydro ceded the towing path parking perimeter today, completing that landscape project insulation; finally using the funds from public works, the forestry crew released 11,000 fathead minnows on June 12th to consume mosquito larvae in five different aquatic habitats; that's all I have; Jarvis: Mr. Miller, you said that the tree planting schedule – that you were open to change, I didn't catch the deadline, but what would trigger changes to that? Aren't those your recommendations? Miller: Well, yeah - I actually just finished that today; I'll send that to Matt, the mayor, and staff; then I wait for the comments; Jarvis: Okay, so you coordinate with somebody else; Miller: Right, yeah; Jarvis: Okay, I didn't understand it.

Shawn Starcher – As Dick mentioned, crews did finish up the landscape project there on Towing Path; it looks really nice, good job there; we were also able to get out to US-33 property today; as you may have noticed, there were several downed trees, that was kind of affecting our mowers as well, and looked kind of unsightly, so we were out there today clearing those; we will continue that this week; also, we should finish up our herbicide spraying of our guard rails and roadside areas this week, and then get into our residential neighborhoods next week, if it doesn't rain; rain has really affected us this year with that; lastly, we were able to get into the tennis court last Thursday and do some crack filling over there and that turned out pretty well; that's it, questions? Bennett: Mr. Starcher, are they resurfacing the tennis courts as well? Starcher: No, I don't believe so; Bennett: I thought they were resurfacing the existing ones; Clark: I think they are; Starcher: The schools - I know they're adding to the ones that they have, but I don't know about resurfacing the one we currently have; Peoples: They didn't let us know that; we just went up there and crack filled, would've been nice to know if that were the case; Clark: I don't know when they're planning on doing it, it could be awhile.

Joe Taylor – We received our information back from the core sampling we did on the three filters and two softeners; everything looks really good with those; the one filter, number 3, that we kind of have been monitoring – it did show uniformity differences, and that's the only thing they mentioned to check; we're going to do a little bit of work on replacing some of the ?, some of the green sand, and see how it reacts after that; for being 10-11 years old, those samples came back with good reviews; we were pleased to see that; we will be doing some copper sampling in July as the new requirements from the Ohio EPA require coppers; the 20 samples need to be done – 10 for Canal Winchester and 10 for Canal Pointe by the end of September; we are still doing the AMI meter installs, we're at about 1,090 units; both the water and wastewater department are doing

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the installs, so we're actually moving along well with that; since last meeting, no consumer complaints have come into my office; we're doing meter reading on the 25th, and we'll be doing shutoffs on the 27th of this month; Jarvis: Mr. Taylor, you may not have the answer to this right off the cuff, and if you don't that's okay; as far as the capacity goes for the water treatment plant, where would you say we're at – in average, rounded terms? Taylor: Yearly we're at about 650 I think it was, off the top of my head – 650,000 gallons per day, which is roughly 30%-40%; this time of year, it'll creep up; we'll have a couple of days of 50% here and there, depending on the cycle of the plant, kicking on and off; some days it'll be 600,000, some days it'll be a million; averaging right now it's at about 800,000; I know yesterday, it was at the 700,000 range; today, the way it's cycled, and probably tomorrow will be the 900,000 range; we're still, on average – even in the middle of the summer we're at less than 50%, or right at 50% capacity; Jarvis: When do you become concerned about the next need to – Taylor: I would say when our average hits about 70%, that would be a good indication, when we are at 1.7 or 1.5 million, we probably ought to consider it; Jarvis: Start thinking hard about it, yeah; Taylor: I don't see any need to – as we're moving right now, I would say that the next 10 years we're probably in pretty good shape; Jarvis: That's good to know; Lynch: How many gallons per household do you average?; Taylor: If we're averaging 670,000 a day, divide it by 2,710 taps; 2,750 probably right now is what I'm guessing on average; Mayor: Does that include businesses? ; Taylor: Yeah that includes all taps; I did not include meters that were double metered; Lynch: So you do 670,000 gallons average – Taylor: Per day, yeah – 650-700; divided by 2,750.

Shane Spencer – My report is rather brief, as Mr. Sims had a lot of detail there, a lot of efforts are in construction; I will add in with the upcoming rail improvement there at the crossing on Gender Road, we will have staff from our office for the rail design group that designed that improvement on-site during some critical pieces; with the criticality of that closure, should anything incur, we wanted to have some people right there to make some real-time decisions, so we are setup for success on that; the street program, as Mr. Sims reported on a lot of that stuff; the last piece, I think we've come to the point where the ship has sailed with the railroad, and the opportunity to try to address High Street this year; the corporate leader, outside of local office, they're basically not responsive on our request to partner on that this year; I think the reality with pursuing – we're looking at 2019 as we continue to setup a settlement.

E. Request for Council Action

RES-18-009 *Development*	A Resolution Authorizing The City Of Canal Winchester To Issue KEPS Technologies D/B/A ACD.Net A Telecommunications And Utility Permit To Construct, Operate And Maintain A Telecommunications System Or Utility Within The Public Right-Of-Ways Within The City Of Canal Winchester (Ex. A) *- Request to move to full Council*

Haire: As you may recall, a few months ago we did this for Verizon Wireless, who would be installing fiber optic lines in the city; this is another company – ACP.net – they're also installing telephone fiber optic lines in the city, those will both be an underground conduit, and also overhead; anything they do overhead will be collocated on existing poles; primarily, they're

running down Gender Road, Winchester Boulevard, Waterloo Street, Groveport Road, and Washington Street; their primary customer is the Canal Winchester local school district; Jarvis: This company – Verizon owns their lines, and this company owns theirs – do they lease then to a third party – so that someone else, let's say Verizon, would be able to use those? Haire: I do not believe that they're sharing lines, but I don't have that information for sure; I don't know how their operating structure works; we have information about where they're locating their right-of-ways, and they're a new utility provider, so they provided insurance; Jarvis: These are buried? Haire: They're buried and overhead; the majority is overhead, but in certain portions of the city, they are buried; Jarvis: Looking ahead – what would stop a company 'X' and company 'Y', and company 'Z' from coming in to do the same thing, over and over again – is that what you can expect? Haire: I would say that there's multiple utility providers, and I would expect to see more of this since communications requirements of people increase; Jarvis: Okay, that's a safe answer; Haire: It's billions more and more right-of-way permits every day; Jarvis: I guess where I was trying to go with that is at some point – do you look at those pictures from the late 19th century, early 20th century – there's telephone lines, or electric going all over the place; different carriers could've leased those, and used those, and I kind of see something similar here; they don't necessarily need that entire backbone, they could share with somebody else; everybody's got their own silo on this, and just continue to build like that; I guess if it's underground, or tucked away, what's the harm? Haire: It's becoming more difficult, obviously when we're doing our own public improvement projects, we're being required to pay these companies to relocate their utilities, which is always a challenge; also last year, the state passed legislation that allows small cells, which ACP.net has a number of small cells in other communities; the state has allowed those, and allows very little, or very limited regulation of those for municipalities; that change goes into effect in July, so we'll be bringing legislation soon to regulate the placement of small cells, and their aesthetics.

A motion was made by Jarvis, seconded by Clark to move this resolution to full council. The motion carried by the following vote:

Yes 7 – Jarvis, Clark, Amos, Bennett, Coolman, Lynch, Walker

ORD-18-023 An Ordinance To Adopt Amendments To The Council Rules (Ex. A)
Finance *- Request to move to full Council*

Jackson: Thank you Mr. Walker, I would actually like to defer to the members of the Rules Committee to give a brief overview on what they are recommending to council this evening; Lynch: What we talked about doing was – in lieu of doing a spoken prayer at the beginning, or an invocation at the beginning of every meeting, we are instead proposing a moment of silent reflection; it would be no longer than 10 seconds long, as counted by the president of council; we also left an option in there that on every even year, when a new council comes on, that is to be voted on, along with the election of officers as to whether they want to proceed that year with the moment of silent reflection; that was our proposal; Jarvis: I'll be going one-thousand-one, one-thousand-two, until we get to 10? Lynch: Counting, doodling, whatever you want to do; that is the case, yes; we looked at some of the different times, felt that if we did 15 seconds, 20 seconds – that's a long time; 30 seconds becomes very long; we narrowed it down to 10, and again, we just

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didn't feel that a vocal prayer would be a proper thing for this body; that's what we came up with, those were our thoughts, the general consensus of the Rules Committee.

Walker: Any other questions or discussion right now? Lynch: One thing I do want to add is on the ordinance adoption, where it says 'pursuant to rule 28'; I believe that should be 'pursuant to rule 27', if I understand the rules correctly; Jackson: Mr. Walker, just a technical note, too; on rule 9, where the moment of reflective silence was added, we also added the pledge of allegiance; that was not listed as showing up on your agendas, but it's something that we typically do, so I just wanted to point that out; Lynch: One other thing too, there was some discussion, you saw in the minutes about possibly getting some of our packets prior to the Friday before the meeting; it's not something we're going to make a permanent rule, but kind of an understanding that if time does allow staff to at least get the minutes together, knowing that the agenda things change last minute; they typically need all the way up to Friday to get that put together, or approved; if we can get the minutes typed up, the draft – that's why you saw those on Wednesday, and thank you Ms. Jackson for getting those out; Walker: Thank you Ms. Jackson, thank you Mr. Lynch, any other questions or discussion at this point?

A motion was made by Amos, seconded by Lynch to move this ordinance to full council. The motion carried by the following vote:

Yes 7 – Amos, Lynch, Bennett, Clark, Coolman, Jarvis, Walker

ORD-18-024
Development

An Ordinance Authorizing The Mayor And Clerk To Accept And Execute The Plat For The Villages At Westchester Section 10, Part 2

Ordinance Attachments: Planning & Zoning Recommendation

- *Request to move to full Council*

Haire: This is a 10.533 acres that's proposed to be section 10-2 at the Villages of Westchester; it will include 28 buildable lots, and one reserve area; there are currently 652 lots in the Villages of Westchester, all but 12 are occupied by homes; this would meet the demand for more homes in the area by having the extra 28 – that does meet our requirements that were established by Planning & Zoning; they recommended the approval on June 11th; one of the requirements we had when we did the final development plans when they did these sections were that they connect Conner Avenue with Cormorant Drive; they have done that in this phase, so there will be access from both Thrush via Cormorant, and also from Dietz via Conner; that was one of the things that we requested for emergency access there, so they have complied with that; Lynch: Are these all single family homes? Haire: Yes; Lynch: That's basically going to the east of Cormorant Way? Haire: Cormorant Way dead ends – it would extend to the east, it would also extend north from Conner Avenue; last year, we platted 10-1; that was 13 lots, all of the lots except one now have a home either being constructed, or constructed on it; Amos: This is behind the Dye addition? Haire: Correct.

A motion was made by Clark, seconded by Coolman to move this ordinance to full council. The motion carried by the following vote:

Yes 7 – Clark, Coolman, Amos, Bennett, Jarvis, Lynch, Walker

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E. Items for Discussion - *NONE*

F. Old/New Business

Amos: We're going to be getting together, I'm going to try to work with the group that's doing the Bed Tax Grant; I want to gather the group that wanted to volunteer to do that in the next couple of weeks; if anybody has any thoughts, or suggestions that they wanted to see, or that they wanted us to incorporate, if you could just shoot me an email, I would appreciate it; Jarvis: What is the cycle for that? Jackson: It usually goes up October 1st, and they're due November 30th; Jarvis: Do we have a volunteer already? Amos: We do, we had some volunteers at the meeting that we discussed it at; we're just going to look into how we want to break it up, whether we want to consider some of the neighborhood ones that would've not been part of it had we gone strictly by the rules the last couple of years; it's allowing some of the community programs that we have that have been benefitting from the program – deciding if we want to continue, and how we want to rework the rules; Jarvis: I think it's going to be a formal avenue; it's hard no matter what you do, because there are a lot of good things on the table; we can't do them all; Coolman: Do we have a date on that yet? Amos: No, I was going to schedule with you guys and see what worked for everybody's schedules today.

Jarvis: During our last meeting, Mr. Hollins and I kind of 'swore on our mothers' graves' that we were going to get together and we did not; we were discussing next draft or revision of the admissions fee, which we're going to step across it again this evening as a tabled ordinance it will stay tabled, unless someone has a compelling reason to bring it off.

G. Adjournment at 6:21 p.m.

A motion was made by Jarvis, seconded by Lynch to adjourn. The motion carried with the following vote:

Yes 7 – Jarvis, Lynch, Amos, Bennett, Clark, Coolman, Walker

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Canal Winchester

Town Hall
10 North High Street
Canal Winchester, OH 43110

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Meeting Minutes - DRAFT

June 18, 2018

6:15 p.m.

PUBLIC HEARING

City Council

Bruce Jarvis - President
Mike Walker – Vice-President
Jill Amos
Will Bennett
Bob Clark
Mike Coolman
Patrick Lynch

A. Call To Order ***Jarvis called the meeting to order at 6:23 p.m.***

B. Roll Call ***Present 7 – Amos, Bennett, Clark, Coolman, Jarvis, Lynch, Walker***

C. Purpose of Public Hearing

ORD-18-021 An Ordinance Approving and Adopting the 2019 Tax Budget (Ord, Tax Budget)

D. Staff Report

Jackson: We're here this evening to talk about the 2019 tax budget; just a little bit of clarification about why we're doing this: these are the two revised code sections that govern our need to do this; on or before July 15th each year, we have to adopt a tax budget for the next fiscal year; our fiscal year is our calendar year – so January 1st to December 31st; we also have to hold at least one public hearing, hence the reason we are here this evening; I have to submit this to both Franklin and Fairfield county auditors before July 20th of this year; the purpose of doing this tax budget is to look at our revenue; we have to determine what we expect to receive next year, basically this is done by looking at where we've been in the past, and where we expect to go in the next 12 months; we are setting the limit for the amount of money that we will appropriate later this year; for example, if I have a million dollars in my fund balance, I'm expecting to take in 2 million dollars in '19, I know that I only have 3 million dollars that I can appropriate legally; that's what we're looking at when we're doing this tax budget; ultimately, the tax budget is to really look at voted debt, and adjusting those tax rates to cover voted debt payments for the next year; we do not have any voted debt, so our millage never changes, we stay at that 2.0 mills; we are still required to do a tax budget.

Jackson: The general fund is our least restrictive and largest fund, basically the majority of the activity of the city goes through the general fund; the only things that don't typically are utility funds, and then we do have some special revenue funds that other activity runs through, but those are our smaller funds; in the general fund, the revenue is derived from taxes, licenses fees, permits, charges for services, and state funding; I think most of you are aware that income tax is our single largest revenue source for the city, making up 79% of our revenue; this does not fluctuate much from year to year; as you can see, we are extremely dependent on our income taxes; where does that income tax revenue come from? 81% of it comes from withholdings – so that's employers withholding it from a paycheck; businesses make up 13%, and then individuals make up 6%; this stays pretty consistent from year to year, these percentages – they don't fluctuate too much; so in 2017, these are the dollar figures that equated to a total of just under 7 million dollars in income tax revenue; I did want to note that our top 3 business taxpayers are 23% of our income tax revenue; that's a huge number, that's something that is worth looking at as we move ahead into the future, and income tax is one of those things that's talked about a lot at the state level, and maybe taking it out of the hands of the municipality; that's key for us, if one of those 3 businesses were to go out, what would that do for us – and that's what we need to plan for.

Jackson: In 2019, it's projected to increase, or I'm projecting it to increase to 6.9 million dollars; this is a half million dollars over our 2018 budgeted receipts, so that's an 8% increase; that seems high, but 2017 we actually took in just under 7 million dollars, so this is still a very

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conservative estimate of where we will really, truly end in 2018; 2018 – we are on track to exceed that 6.4 million dollars that we budgeted for; I do want to point out something in your packets this evening for the council meeting – the May financial statements; the income tax revenue amount from month to month is going to get a little bit harder for me to tell you just how we're doing; I think most of you know that the state opted to pass legislation allowing businesses to file their net profit tax through the Ohio Business Gateway, so that goes to the state rather than the City of Columbus, who is our collection agency; they do not remit those collections to us monthly, they do it quarterly now; that could have some – like I said, some effect on my ability to compare year-to-year, and sometimes even month-to-month moving forward.

Jackson: This is sort of a little history of our income tax collections; you can see the darker maroon-ish color is our actual collections, the orange is what we have typically budgeted, again, very conservative; the yellow there in 2018 is where I'm projecting us to end, so just a little over 7 million dollars; I think our 6.9 budgeted number for 2019 is still right well within where we're going to finish, without being too overly ambitious about those revenues; our other revenue sources in the general fund – these are our next 5 largest, so building & development fees, property taxes, special assessments, the pool, and cable TV franchise fees; I do want to point out – the decrease in special assessments; special assessments are, for example, when we do a road project, and we tax that back to the property owners that are benefitting from that road project; we did have one that the final payoff was made in '18; that's the decrease that you'll see moving into '19; Jarvis: Special assessments would reflect a tif agreement? Jackson: No, this is separate from a tif agreement; the tif funds are done in their own funds, and we will actually talk about that in a couple minutes; a smaller example of the special assessment would be us mowing for somebody who failed to do it under our code; we pay a contractor to do it, and then we turn around and put it on their taxes; we did a sanitary sewer project I believe that was special assessed, many years ago; those are the types of special assessments; Diley Road was a special assessment – so those are paid with property taxes; when it comes in from the county auditor it's a separate line, and we track it separately for revenue purposes; Hollins: Those are all voluntary – we did it on Gender Road too, for a local share instance, it allowed the businesses to help us out, and do it over a period of years; they did it voluntarily; Jackson: This is the list of the remaining general fund revenue sources, and the comparison from '18 to '19; as you can see, the Bed Tax Grant is new, and that's something we've talked about many, many times, so I won't go into that again; everything is predicted to stay very consistent with where we are in '18, I'm not expecting any big surprises when it comes to these revenue sources; you can actually see our '17 actuals in the far right-hand column; you do all have a copy of this in your email, so hopefully after tonight's presentation, if you want to go through it again and you have any questions, feel free to let me know; the total budgeted revenue in the general fund for 2019 is just over 8.7 million dollars; here's where we've been over the last 10 years; again, it's slowly increasing – which is fantastic, but you can also see that our expenditures are increasing in tune with this; from 2018-2019 that's a 5.6% increase; while the income tax is expected to increase from our 2018 projections, the other revenue isn't expected to increase as much, partially because of those special assessments that we just talked about; those kind of offset each other, to this 5.6%.

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Jackson: Let's talk expenditures – while I don't necessarily have to do expenditures in the sense of having council approve them, I do have to put them on the tax budget; in the Fall, the final appropriations will come to council for approval; this is very high level at this point – there are projects that haven't been identified; we're really looking at the funding by department, and what we anticipate to happen; as I'm sure most of you know, a lot can happen between now and the Fall; these may change before the final appropriations; again, like I mentioned earlier, the majority of the city expenses are paid from the general fund; those types of expenditures are our salaries and benefits; contract services , O&M, and capital outlay; for 2019, our expenditures equal our revenues – therefore we are not dipping into our fund balance for 2019; historically, we do not spend everything that we appropriate, which means historically our fund balance will increase, which we'll touch on in a minute; when you look at the tax budget, it might be a little bit hard to decipher, so I wanted to put this slide in here so that you know how it is that we group our various departments into the tax budget; this is more of an FYI or a reference for you, for the future; the general government is sort of the all-encompassing – so that's where you're going to find the mayor, the finance department, even what we generally call the public service department – things along those lines, anything that's not covered under those other ones, will fall under the general government; council falls under that as well; from a staffing perspective, right now the budget includes a 3.5% increase; obviously our merit scale has not been determined, that will be determined later on in the year when we do the final appropriations; this does include a full time HR coordinator and an administrative assistant, but those are subject to needs, so that's not to say we will do that; it does include 5 seasonals and an intern, typically the intern is in the development department; benefits are estimated to increase approximately 6.5%; the majority of this is healthcare costs – again, they're on the rise, as they have been for a number of years now; salaries and benefits make up about 25% of the total general fund budgeted amounts right now; you can see in 2017, our actual was 23%, so that's right in line with what we expected; across all funds - so this would include the utility funds, and the special revenue funds, we're looking at 24% of our entire budget – so again, right in line; Jarvis: Before we move on – the 2 full-time positions you've identified; you've budgeted for those – at this stage of the game, is it concluded by staff that those positions are needed? Jackson: Not necessarily, a couple years ago we did a 5 year staffing projection; basically that's what this budget is going off of; Jarvis: 2002 was the first year that that was identified? Jackson: Yes – so again, we will sit down once we get into the fall and determine if it's needed, and is it needed all year? Maybe it's not something we determined we don't need January 1, but maybe it's something we're going to look at for July 1; so that's kind of our process; there are increases in contract service lines; I think we touched on that a little bit at the last meeting; some of these are known, some of these are unknown; some of these contractors we ask for more; the cost of business is just going up, so we've included increases for those; the sheriff's contract, the pool management contract, the development department and construction contracts – that's mostly inspection services, plan reviews, things like that; just some of our general maintenance contracts, whether that's building maintenance, or contractors that work on the street lights, those types of maybe smaller contracts that we know are going to have an increase; overall, we are budgeting for a 4% increase in expenditures, which is actually not too bad; some of the planned projects – again we haven't necessarily nailed down the specifics, but some of these are yearly projects; our street and sidewalk program that Mr. Sims talked about earlier, the street

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tree planning; we've identified some pool maintenance that needs to take place next year, so we budgeted accordingly for that; some park upgrades – we finished the parks master plan, so now it's time to start implementing that; there's money set aside, again specifics have not been determined on that; the sheriff's SUV – this is something we have been working with the Fairfield County Sheriff's Department on for the last couple of years; they're trying to phase out the Dodge chargers; we were hoping to wait until the new contract before we started that switch over; since the contract ends this year, I've budgeted for that switch over to happen next year; we just do some general computer replacements every year, so we budgeted for that, as well as some ongoing IT projects; I think Mr. Brown has talked about his server upgrade projects, and things like that; there is money in there for that as well.

Jarvis: Regarding that – what's the philosophy for replacement – is it 25% a year? Jackson: I'm not sure what Rick uses, I just know that he has it on – basically a CIP schedule, he looks at 5 years and determines maybe the average life of a computer; some of it comes down to what the position is, and I guess how 'beefy' (for a lack of a better way to put it) the computer needs to be, and what we've seen change over the years; some of us have computers that can handle a little bit more than others, and sometimes they need replaced a little more often than others; I don't know – 3 years he's doing them? That's typically what he sees when they start to give him fits; Jarvis: That's pretty aggressive, but also like you said – the technology changes pretty quickly; the equipment may not be worn out, but it's old; Jackson: Yes, unfortunately, and they slow down; so our general fund – one thing I want to point out; the table up top and the graph on the bottom are not going to match – the table on the top is going to match your tax budget; this is just assuming we get in every penny that we expect, and we spend every penny that we expect; as I said, historically we don't do that – so the graph on the bottom gives you a more realistic view of where I think our expenditures are going to end based on our trends over the last 5 years, and where our fund balance will be; I think realistically, rather than that 6 million, we're looking at a little over 7 million; we typically spend somewhere between and 89 and 92% of our appropriated money; taking that into consideration is how I develop those numbers; let's talk special revenue funds – these account for a specific revenue source that are legally restricted or committed; I know that's a lot of legal jargon, but that is the definition of a special revenue fund; we currently have 12 special revenue funds on the books; a couple of these aren't terribly active funds, but they are there; this is again, another 'FYI' slide – this tells you where the money comes from for each of these funds; for example, street maintenance, state highway – those come from the motor vehicle license tax, and the gasoline tax under the code; 92.5% goes to street maintenance, 7.5% goes to state highway; every month when the money comes in, we do that calculation and divvy it up accordingly; Mr. Jarvis you asked about tif payments earlier – the Diley Road tif and the Gender Road tif are two separate funds – that's where those payments are being directed; Jarvis: I see; Jackson: Like I said, not all of these are active – for example the FEMA grant, we haven't had anything in that fund in almost 10 years, but it's still on the books; the revenue and expenditure projections in these funds are really consistent with where we're at right now; we don't know of anything major that's going to change those revenues or those expenditures, with one minor exception in the street maintenance fund; as most of you know, we built a brand new street garage in 2015; we have an annual debt payment on that, approximately $300,000 – in 2019, we are going to take 25% of that annual

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debt payment out of that street maintenance fund; the street maintenance fund has a very, very healthy balance, so we want to start using that balance; so that equates to just under $76,000 for that $300,000 payment; other than that, everything is pretty status quo; just to touch more on the street maintenance fund, because it's probably the most talked about special revenue fund that we have – this shows you where our money is derived from; gasoline tax is 80% of the revenue in that; it equates to between $260-$275,000 a year; that really can only be used on anything road related; Jarvis: Nothing in the general fund is being used for street maintenance? Jackson: No, the general fund – the general fund can be used for pretty much anything; our street program is paid out of the general fund; we use the street maintenance fund for things like salt purchases, sometimes vehicle purchases; we do pay our street superintendent out of that fund; Jarvis: Can you go back to the previous slide, because I'm kind of missing something – Jackson: This is just revenues; Jarvis: The pie chart shows the gasoline tax as the overall amount of 80% of the street maintenance fund; I understand that the general fund is kind of the pasture, everything kind of lands there; it's coming from gasoline tax – if it didn't hit the general fund, I can't even think of how to phrase this question; Hollins: These funds – they're special funds, somewhat because it's a separate source of revenue; Jackson: It's a legally restricted source of revenue; Hollins: Amanda says legally restrictive – she means how we use it; for instance, that street maintenance fund has a list of things that we can spend money on; we can spend the general fund on anything; in our case, we get this money, it's earmarked for this fund, and we can only spend it on a list of things; like equipment we need, the housing – not the housing, the facilities, and specific salaries related to street maintenance; we could use it on actual street maintenance, but we choose to use general fund money to fund those efforts; Jarvis: When I look at this, my interpretation is that the street maintenance fund is kind of self-sufficient – that no un-appropriated general fund dollars, whatever would need to be used in this category other than maybe the miscellaneous; Jackson: This is just your revenue – this has nothing to do with expenditures, this is just where your money is coming from; on the expenditure side – here's where our money is being spent on the expenditure side; 53% of that is what we're considering the 'admin' side, which is really salaries and benefits, and then we have 'other', which is basically training for employees; 7% of it is on snow and ice removal, so that could be equipment and the salt purchases from ODOT, things along those lines; 11% is general maintenance; 29% of that is on fleet – which is our equipment, and our vehicles; Hollins: In essence, you have $300,000 that are offsetting costs, that would otherwise be paid out of the general fund; Jarvis: Right, the percents I think that were throwing me off; when you think of it that way, then it makes sense; what was the overall budget for the street maintenance fund? Jackson: Next year – I don't have the exact number in front of me; that number is at the end of the – if you have yours open, it's at the very end; maybe it's not – maybe you just have balances; typically it's about $330,000, I think next year it's over $400,000 because of that debt payment; if it's not there, I'll get you that exact number Bruce; it should be in your tax budget, if anyone has that open; Peoples: $467,000? Jackson: I know it's over $400,000 next year, yes; the last page may just have fund balances; it may not have the revenues and expenditures on it; that information is included on the tax budget, that information is included in the ordinance; I didn't want to inundate you with the same information over and over again; Jarvis: Okay, don't mind me; Jackson: Matt said it was on page 10; Peoples: The bottom, the very bottom; Jackson: The detail I sent out earlier today? So it was $466,000 – Peoples: $467,150; Jackson: Like I said

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earlier about the healthy fund balance in this fund – I kind of wanted to give you an idea of where we're at; this makes it look like we have this huge jump between '17 and '19, which we kind of do, because of that debt payment that I was talking about; really that range is 150 – so half of that is debt related; that yellow line is the fund balance, and you can see how much greater it is than the expenditures every year, which is why we are talking about what we can do with this money now; we don't want this money to just sit idle, we want to do something with it; hence the reason that we are looking at our options with this fund.

Jackson: These are the other special revenue funds; I'm not going to go into detail with these, because you can see just how small most of them are, with the exception of the two TIF funds; currently for 2019 we don't have any major projects planned out of those funds – the only thing would be out of the Gender Road TIF fund; we do have an agreement to make an annual payment to – I guess it was for Primrose extending Winchester Boulevard, that's a $40,000 payment; that is budgeted for in the Gender Road TIF fund; our general obligation fund, also known as our debt fund; it pays for any debt that's not specifically related to the utilities; you can see there a list of our debt – not a whole lot out there, which is fantastic; this doesn't include the McGill Park agreement, or any of the vehicle leases; the McGill Park agreement comes out of the general fund, and the vehicle leases are spread out depending on the department that the vehicle was purchased for; we have no voted debt, so the sole revenue source for this fund are transfers from the general fund; 2019 is just over $1,000,050; this shows you kind of where our expenditures out of this fund are going – down, which is fantastic, because that means we are paying off our debt; this is one fund that we like to see decrease every year; Jarvis: If you took the debt component out of that, would it – it would have a show slight increase, right? Jackson: This fund? Jarvis: Yes; Jackson: This fund does nothing but pay debt, so if we took the debt component out of it, the fund balance would be 0; that's all it does is pay the debt – we transfer the money from the general fund; our enterprise funds – our enterprise funds are our utility funds; water, storm, and sewer funds; in the water and sewer funds there's a projected increase in our revenue just due to general increases in usage; our increase is in our consumers; currently, we have no rate increase for 2019; the current ordinance expires as of the end of '18; we will be discussing what we feel we should for the next 4 years at a future council meeting; I think we're planning to do that after your recess in July; it also includes an increase in bulk water revenue, and an increase in expenditures for chemical and utility costs at both plants, as well as some capital outlay; the capital outlay projects at these plants never ends, no matter how many times you do an upgrade; here's historically where we're at with water and user charges; you can see that we're increasing every year; in 2019 we're predicting an increase – maybe more so in the sewer than in the water; mostly related to BrewDog – I think BrewDog has had the effect that we thought it would on our revenue, which is fantastic; I can't necessarily speak to the plants, but from my perspective things are looking good; on the expenditures side, this is kind of all over the place, this graph; what I wanted to demonstrate – especially with the water, you can see from '16 to '19, we're seeing a steady increase in our expenditures; a lot of that has to do with chemicals, the cost of chemicals keep going up; as well as utilities, our utilities are not getting any less expensive; same thing in the sewer plant, a lot of their cost is debt and utilities, as well as sludge removal; we budget accordingly for that; 2015 in the sewer looks a little funny, that's when we were finishing the

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plant upgrade; you have over a half a million dollars in there that were sort of a one-time cost; the storm water fund – we are projecting a small increase in user charges, just due to all these new houses and businesses that have built in Canal Winchester; there's a huge difference between '18 and '19 because we paid out the bond anticipation notes, which was our short-term debt; we had a half million dollars that came due in May, and that is no longer on our books; the water and sewer connection funds – that revenue comes from the capacity fees, anytime someone taps into the water or sewer line; the expenditures in those funds include some planned capital outlay, as well as maybe some unplanned capital outlay – hate to say those words, but unexpected repairs do happen; in the storm water and the sewer connections fund our revenue is equal to our expenditures; you can see those figures there - $248,000 in the storm water fund, and a half million dollars in the sewer connections fund; the water connections – we're anticipating expenditures higher than revenue; we're paying some debt out of this fund, and we've got some projects planned for it; well projects we typically plan out of there, we're doing some work at the plant, just some other things we've noted over the last year; that's $197,000 difference dip into our fund balance, but this fund balance is very healthy, so that won't affect us much; lastly, these last 2 slides just give you estimated fund balances of where we predict we'll be at in 2018, versus where we will be in 2019; not a whole lot of decrease, you'll see more increase probably more than decrease, which is fantastic; again, I've said this multiple times, we need to start talking about how we're going to use some of this money; these are our special revenue funds on this slide, as well as our utility funds, and our debt service fund on this slide; the last 2 funds – the Meijer agency, and the Greengate Drive agency fund; agency funds – we just hold that money for someone else, so those increases you see are interest earned on those balances; at some point, they will come and ask us for that money to complete the project that that money was set aside for; obviously Greengate Drive – that money was set aside for Greengate; the Meijer – Meijer was before my time, so I have to defer to someone who was here before me as to what that one is for, but it's the extension I believe – Haire: Yeah, it's basically to extend Meijer Drive to Hill Road; Jackson: Yeah, that's what I thought; with that, I will take any questions.

Jarvis: You had said earlier that in the street maintenance fund - that it was so healthy that you were going to use $75,000 or so for debt service against the $300,000 for the building; that's probably a one-time move, right? Did you also adjust – did you adjust anything for the next year, as far as what you – I guess your anticipated revenue for that category? If it was a surprise, or whether it was just due to activity – Jackson: Are you talking for '19? Jarvis: Yeah; Jackson: I did budget for a slight increase, but very minimal – less than $10,000 just based on what we've been seeing over the last several years; Jarvis: If it happens again over time, that money has to stay within that category, right? Jackson: Yes, correct; Jarvis: You can't move it around; Jackson: No; Clark: Amanda, you probably brought this up at council meetings, I just can't remember; the revenue under miscellaneous – in '16 it was around $100,000, then it jumped up to $747,000, and now it's back down to $117,000; Jackson: In the general fund? Clark: Yes; Jackson: Some of that has to do with breaking out how I'm showing some of those revenue line items; back in the old system, we had a lot of stuff that didn't have a place to go, so it went under miscellaneous; when we moved to the new system, I started breaking that out; interest is a separate line item – insurance claims, that could be a huge one Mr. Clark – I know

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we talk about this all the time, our light poles get hit, and we get reimbursed from insurance companies; I've broken that out now; I can't necessarily speak off the top of my head about 2016 exactly, I can look it up; Clark: It went from 107 in '16, then jumped in '17 to $747,000; in your budget, your estimate for '18 was $117,000; Jackson: It was what number in '17 you said? Clark: $747,000; Jackson: That was a sale of property; Clark: Okay, I remember that; Jackson: Yes, at Canal Pointe; so not something that we typically see every year; Clark: Right, got it.

E. Public Comments – Five Minute Limit Per Person - *NONE*

F. Council Discussion and Recommendation

Jarvis: Anyone have any questions for Ms. Jackson? Jackson: If not, while you're reviewing this over the next couple of weeks, please feel free to give me a call, stop in the office, shoot me an email – I'd be happy to answer them; Jarvis: On behalf of everyone, I'd like to thank you for a very comprehensive and cohesive presentation; I think you hit the right level as far as being able to understand it, and being able to work with these numbers, and be mystified with them a little bit.

G. Adjournment at 6:57 p.m.

A motion was made by Bennett, seconded by Clark to adjourn. The motion carried with the following vote:

Yes 7 – Bennett, Clark, Amos, Coolman, Jarvis, Lynch, Walker

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Canal Winchester

Town Hall
10 North High Street
Canal Winchester, OH 43110

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Meeting Minutes - DRAFT

June 18, 2018

7:00 PM

City Council

Bruce Jarvis – President
Mike Walker – Vice President
Jill Amos
Will Bennett
Bob Clark
Mike Coolman
Patrick Lynch

A. Call To Order ***Jarvis called the meeting to order at 7:01 p.m.***

B. Pledge of Allegiance – *Walker*

C. Roll Call ***Present 7 – Amos, Bennett, Clark, Coolman, Jarvis, Lynch, Walker***

D. Approval of Minutes

MIN-18-026 6-4-18 Rules Committee Meeting Minutes

A motion was made by Lynch, seconded by Amos to approve the minutes of the 6-4-18 Rules Committee Meeting. The motion carried by the following vote:

Yes 3 – Lynch, Amos, Coolman

MIN-18-027 6-4-18 Council Work Session Minutes
MIN-18-028 6-4-18 Council Meeting Minutes

A motion was made by Clark, seconded by Coolman to approve the minutes the 6-4-18 Council Work Session and General Meeting. The motion carried by the following vote:

Yes 6 – Clark, Coolman, Amos, Jarvis, Lynch, Walker
Abstain 1 – Bennett

E. Communications & Petitions

18-069 Fairfield County Board of Commissioners Letter

Jackson: we actually had a similar letter from the Franklin County engineer a couple weeks ago; the state had passed legislation to allow an additional five dollar motor vehicle license tax to be passed at the county level; Franklin County had passed that a little while ago; this is Fairfield County letting you know that they too had passed legislation for that; Lynch: we talked about his before; what kind of money do we think that brings to the city; Jackson: nothing; plain and simple; Mayor: it's a big bust;

F. Public Comments - Five Minute Limit Per Person

Scott Spencer; Crossroads Church: I am here tonight to just show support for the city, this community for the invocation and prayer; our church currently is located at 11573 Lithopolis Road, Lithopolis, Ohio; we are in the process of building a new location right here in the city of Canal Winchester; I just wanted to show our support for any type of representation; our support when it comes to a prayer; whether its once a month or whether its once a year; I just wanted to make a commitment that Crossroads Church would be honored and happy to serve this community in any type of way possible;

G. Resolutions

RES-18-009
Development

A Resolution Authorizing The City Of Canal Winchester To Issue KEPS Technologies D/B/A ACD.Net A Telecommunications And Utility Permit To Construct, Operate And Maintain A Telecommunications System Or Utility Within The Public Right-Of-Ways Within The City Of Canal Winchester (Ex. A)

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- Adoption

A motion was made by Jarvis, seconded by Coolman to adopt this resolution. The motion carried by the following vote:

Yes 7 – Jarvis, Coolman, Amos, Bennett, Clark, Lynch, Walker

H. Ordinances

Tabled

ORD-18-017
Development
Sponsor: Coolman

An Ordinance To Create Chapter 188 In Part One Of The Codified Ordinances Of Canal Winchester Enacting An Admissions Tax
- Tabled at Third Reading

Third Reading

ORD-18-018
Finance
Sponsor: Amos

An Ordinance Approving The Editing And Inclusion Of Certain Ordinances As Parts Of The Various Component Codes Of The Codified Ordinances Of Canal Winchester, Ohio
- Adoption

A motion was made by Amos, seconded by Coolman to adopt this ordinance. The motion carried by the following vote:

Yes 7 – Amos, Coolman, Bennett, Clark, Jarvis, Lynch, Walker

ORD-18-019
Development
Sponsor: Coolman

An Ordinance Authorizing The Mayor And Clerk To Accept And Execute The Plat For Canal Cove Section 5
- Adoption

A motion was made by Coolman, seconded by Amos to adopt this ordinance. The motion carried by the following vote:

Yes 7 – Coolman, Amos, Bennett, Clark, Jarvis, Lynch, Walker

Second Reading

ORD-18-021
Finance

An Ordinance Approving And Adopting The 2019 Tax Budget (Ex. A)
- Second Reading Only

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H. Ordinances (continued)

First Reading

ORD-18-023 An Ordinance To Adopt Amendments To The Council Rules (Ex. A)
Finance *- First Reading Only*

A motion was made by Walker, seconded by Jarvis to amend this ordinance by substituting invocation in lieu of a moment of silent reflection. The motion was denied by the following vote:

Yes 3 – Walker, Jarvis, Clark
No 3 – Amos, Coolman, Lynch

Jarvis: I believe that's a four to three motion defeat; is that correct; Bennett: actually I did not respond; I guess I was curious why there was no discussion prior to just making an amendment to the council rules; Hollins: do you want me to jump in on the process; the way to bring this, and by the way if you dint respond one way or another this way it's a three - three tie and every motion would need four positive votes to pass; so we can renew the motion and take a new roll call; but it has a past at his point; procedurally the process to just get the issue before council is the motion to amend this rule, nine subsections two, from the wording that currently is proposed by the committee to what Mr. Walker has proposed; that motion to amend then needs a second; Bennett: and we need to vote before the discussion; Hollins: then it's within your prerogative to either discuss that motion before voting or just to vote; at this point we voted; no majority yet; it's still appropriate if you would like to discuss the motion further; and you can renew the motion to see if there's a four vote majority for something; Jarvis: I guess that was my fault; I normally interject discussion but it was out of the norm enough that I did not which I apologize; we can do that right now; Walker: I'd like to start with that I did appreciate what Mr. Lynch had mentioned at the Rules Committee about the invocation and giving it a try for a year and moving it forward; and there was concern about who would give that invocation; since I've talked to Crossroads; Mr. Spencer has spoken tonight; they've offered to have one of their pastors here every meeting of the years if we wish; I also talked to the president of the Ministerial Association for Lithopolis and Canal Winchester; and President Pastor John Romig couldn't be here tonight; but they're supportive as well; Pastor Ben and Father John and then we have Pastor Scott with Crossroads; we have plenty of support with ministers and priests in the area to come and give the invocation so that takes away the worry of who's going to do it; like we rotate the pledge of allegiance and so on; there's no concern there; it would be given by clergy; and I just want to bring this to your attention so that concerns not there; when Mr. Lynch had mentioned the possibility of moving forward and trying it for a year I couldn't help but think about possibly hypothetically in 1774 there might have been two people discussing this and saying let's try it for a year; well that was 244 years ago and it's still going on in the legislative bodies; still going on in congress; the president of the United States; the last seven presidents starting with Eisenhower with prayer given at the inaugural speech; I know I am repeating some of what I had said before; its opening up congress and the senate; every time they open their meting they open with invocation; most legislative bodies as Mr. Hollins has said that he's even been a part of in this level on up much higher have invocation before the meetings begin; I've done a lot of research; a lot of homework just to try and make it easier if it would be considered; Jarvis: and if I could interject; this is all a matter of record; rules committee was expected to look at how invocation could be incorporated not the question of whether to do it or

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change it something else; and your changing it something else; we're just trying to bring it back on track; and then I fit goes to a vote everybody votes their conscience that's it; at least the original tent was preserved; at this point as Mr. Hollins pointed out there's not a majority; it's a stalled motion; you can't say it was defeated; Mr. Walker if you want to refresh that; and again we're referring to 18-023; Amos: Mr. Hollins, I appreciate the fact that he's asked local churches and the groups that help run our community; we can't stop, even though we have these churches in our city, anybody that's wants to provide prayers would be allowed if we did this and we invited others to do prayers is that correct; Hollins: yea, and that's where that memo came in; there are certain limitations; there are pretty good parameters around how to do it and how to do it without proselytizing for one particular religion or one particular denomination etc.; if we went forward we certainly would have to keep our eye on the ball and make sure that that's less the initial and more how its implemented issue; and I would have to keep my eye on the ball and advise you if I though the implementation was leading a way that the courts would not uphold. Lynch: I think part of what we were looking at too as rules committee was the logistics of this; not only just what as being said and trying to keep that as non-denominational as possible; the term I think I used is as vanilla as possible; first of all, you've mentioned several organizations that would come forth to do this; so it has to be open to every denomination out there whether it be Christian, Hindu, Judaism; everything has to be represented; so who is going to coordinate this on a bi-weekly basis as to who is going to come in; that's one thing; then how do we open it up to all these different religions out there; so were not being biased; I don't believe we can have one church represent it here because we are a public body; that's my thought; that was the consensus of the committee too; Walker: the way I read what Mr. Hollins had sent that if you go on a rotating basis of churches as long as you get to the end of the list that same church can start again; so let's say that one organization is the Ministerial Association for Canal Winchester and Lithopolis which has right now currently ten churches involved; the president Pastor John had mentioned that he is very excited about this because he felt thy want to get more churches on board with that association anyway; he felt this was a real positive thing to make that happen as well; just have the opportunity to come in and represent; I guess Mr. Hollins as far as what Mr. Lynch is mentioning on the different religions; Bennett: so does that mean that he is using that as a recruitment tool to invite other groups; meaning you have to be a member of our group to serve the prayer; Walker: no; Crossroads is not a part of that; I have reached out to different churches who are not even with that; Lynch: so is this group strictly Christians or is it all religion; Walker: there is Catholic, Baptist, Methodist; Lynch: so all Christian; Walker: yes; Lynch: that's my point; so Christianity is represented but no other organizations are represented in that group; so that wouldn't be fair to open it up to all religions if we just used that specific organization; Walker: Mr. Hollins do you have anything to add to that; Lynch: the organization you're talking about, a created consortium of all these different churches what's the name of it; Walker: and I can't tell you it's just Christian; I can tell you that ten churches belong to it now; I happened to talk to Pastor Ben, Father John and Pastor Scott which had talked to Tim; the question I think is can you keep it on a Christian basis or does it; Hollins: if we were to use that organization to help organize who would be here on a biweekly basis it would make me more comfortable if we made it clear to them if they were contacted by somebody of the Islamic faith to include those folks in the rotation; it's not limited to just the Christian members; they'd sort of be helping us organize this thing; which is great because they probably know mist of the churches; but we'd have to indicate that it's not an exclusive list; if we get contacted or somebody wants to reach out to some of the temples of other types we would want to include those as well; Lynch: so we have this organization organizing who comes and gives an invocation then we

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basically have an outside group organizing the doings of council; wouldn't they have to approve anything they do through the clerk of council; does she have time to deal with that sort of thing; Mayor: no; Lynch: thank you; Walker: well first of all deal with that time; what's that mean Mr. Hollins; just a call; Hollins: I don't know form the administrative stand point; Bennett: Mrs. Jackson, do you, from this discussion, foresee any additional work as a clerk of council as part of the process; Mayor: I'll answer it for her, yes; Jackson: I mean at some point I have to track who is coming in and when; how I'm going to do that I don't know; Walker: so if one of these groups or church makes a phone to you, clerk of council, and says that you're given a list of who is supposed to be there; and we already know that Crossroads will have one of their pastors here; Jackson: what if I get a phone call from someone who is not on the list; am I just to add that person to the list; I would have a million questions as to how you would want me to handle these situations; Walker: that's when it would come back to council; Bennett: and wouldn't there have to be something in advance; Jackson: I would think there would have to be a policy developed as to how you would handle that; Jarvis: this was the task, in my mind, if it was not clear, for rules committee; how the hell does this even work, right; Lynch: that was one of our challenges; we couldn't; Bennett: and it sounds like the rules committee settled on the logistics is probably too great; if we want to incorporate this this is the best way; but we don't have to vote to include this moment of reflection if we choose not to add it; Mayor: you could do nothing; Jarvis: there is the other matter about the pledge of allegiance; Bennett: we do have to add that; I just meant you could make an amendment to remove the moment of reflection; Amos: what I'm hearing and Mrs. Jackson is saying is that she's going to have to track who's coming in; I hear Mr. Hollins saying that he's going to have to review what's being said to make sure it doesn't go against anything; Hollins: I would have to monitor things here at meetings; Amos: but is that coming at a cost to the city for your time to monitor; Hollins: I'm sorry; what I'm saying is its really based on a track record of who presents here and it would just be sort of incumbent upon me to just sort of monitor that and an ongoing basis; to make sure we're not letting it become a focus; a proselytizing event type of thing; Jarvis: but it sin scope of your retainer; Hollins: yes; Walker: we're one of the few that doesn't have this; it's not like were reaching out to do something that's unheard of ; were one of the few; again, Mr. Hollins has told me from the very beginning when I asked him one of the few that he's attended; much larger than this and as small as our legislative body; and legislative bodies have been doing this since 1774; I personally think that if there is one off the wall that is not in that art that wants to be they bring it here to council; I don't see that is has to, they may make a phone call to Mrs. Jackson, but I don't see that being a time problem; Amos: Mr. Hollins, if I ask Mr. Walker to table his request so that it can go to second read so that I can do a little bit more research is he able on second read make the same request that he is making tonight; Hollins: sure, all the way to third reading; absolutely yes; it's a valid point that we're just on first reading right now; and if it would help certain council members to vote on the motion to amend to do a little extra study you'll be looking at it for another month in essence until you get to the third reading; Amos: Mr. Walker that would be my request; I want to take into consideration some of the things that you've said; and take into consideration some of the stuff the city has said; I don't want to vote and say no and to not have taken that into consideration; so if it's possible; Walker: sure, that's a very conscience thing to do and I appreciate that; Amos: I'd just like a little time; Jarvis: I think there was a desire to bring this to closure this evening if we could; Amos: well we have to go through three reading regardless; correct; so it's going to come back in front of us again; and I understand that we want closure but it sounds like there are still too many questions; Jarvis: since it's in the form of an ordinance we have to do three measured reads of it anyway; Jackson: so currently we have a motion

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on the floor to amend; we have no second; Hollins: if Mr. Walker would like to withdraw the motion to amend at least here at first reading and just do first reading then we're good; Jarvis: it stands as a first reading as written;

A motion was made by Walker to amend this ordinance by substituting invocation in lieu of a moment of silent reflection.

No second to the motion was made.

Motion to amend was withdrawn by Walker.

ORD-18-024 An Ordinance Authorizing The Mayor And Clerk To Accept And Execute
Development The Plat For The Villages At Westchester Section 10, Part 2
- *First Reading Only*

I. Reports

Mayor's Report

18-065 Mayor's Report
18-066 May 2018 Mayor's Court Report

Mayor: Thank you Mr. Jarvis; in addition to my written report I just want to give you a couple reminders; this Wednesday, 6/20 will be the last day for the dumpsters in towing path alley for recycling; and as Bill Sims stated earlier the Gender Road closing at Canal Street and Groveport Road because the railroad tracks will be happening on June 28th at 7:00 p.m. so keep those in mind; and I need approval of the 2018 Mayor's Court report for May;

A motion was made by Lynch, seconded by Bennett to approve the Mayor's Court Report. The motion carried by the following vote:

Yes 7 – Lynch, Bennett, Amos, Clark, Coolman, Jarvis, Walker

Fairfield County Sheriff

Mayor: Sergeant Cassel couldn't be here tonight; over the weekend he got into a fight with pit bull and he spent a little time in the hospital; he was walking his dog in his own neighborhood and a pit bull attacked both of them; was attacking his dog primarily because his dog is pretty sheepish and laid down and the pit bull just went after him and bit part of Sergeant Cassel's finger off and bit his foot; he's got some infection in his foot and he is not getting around very well; I told him he didn't have to come tonight; Jarvis: that's probably the furthest thing from his mind; it pays to carry pepper spray of something; thank you for the update;

Law Director

Hollins: No need for an executive session this evening.

Finance Director

18-067 Finance Director's Report

Jackson: Thank you Mr. Jarvis; just a couple of things in addition to my written report this evening; you received a printed copy of our 2017 financial statements that were compiled by our accountant;

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it's some light reading for you; I'm probably the only person that gets excited reading something like that; if you take a gander through it and you have any questions please let me know; and I do want to say given the weather over the weekend we had a very successful weekend at the pool; not sure if that will continue given the ten days forecast with a lot of rain; but overall things seem to be going very well over there; that's all I have; Amos: did you send us an email with the new transaction ledger; the bank general statement that's attached is for 2017 or am I reading that wrong; Jackson: apparently it is; I will send you a new copy; I attached the wrong one; I will send it to you right now; Amos: I thought maybe I missed; Jackson: no I was doing comparisons so I had them both open so I bet I just grabbed the wrong one; Jarvis: that was a test Jill and you passed;

Public Service Director

18-068 Director of Public Service Project Update

Peoples: Thank Mr. Jarvis; I just wanted to highlight one thing I have on my written report; ODOT contacted us and they are going to be doing a Gender Road paving from basically Route 33 all the way down to the roundabout as part of their urban paving program where they pay eighty percent of the pavement cost; any other costs associated with that we will pay 100 percent; this will take place in state fiscal year 2020; which will begin in July of 2019; they said they typically do it in the fall; in that first quarter of their fiscal year; so we've got a lot of time until it starts; a little bit more detail as we keep on going; Lynch: it was noted in the Mayor's letter about ODOT doing the paving; it said that we'd be responsible for other work that needs to be done 100 percent is on us; how much work is there; is there a lot of work that needs to be done in addition to that; any full depth pavement repair; any bad spots in there that will be ours; any guard rail; and traffic signal work; sidewalks; curb and gutter; bike path; we're just trying to figure out some minor details on that; we are trying to get them to extend it a little bit further up over on the north side of Route 33 bridge; their version of State Route 674 which is basically what they're paving for us starts at the roundabout; actually a small portion of that is not in the city and comes up to the ramp and actually takes a right and goes down the ramp towards Lancaster onto Route 33; so that is 674 to them' it's a little bit odd; it leaves that section between the traffic signal and the bridge which definitely needs some repairs; we also asked them when they did the paving project on 33 last year they didn't do a portion of the off ramp from Columbus onto Gender Road; I don't know why they just absolutely missed it and it needs to be done; so that wouldn't be part of our portion; Lynch: it would not; Peoples: it would not; Lynch: so the 20 percent we have to pay plus all these ancillary that comes out of the general just road maintenance budget; Peoples: that's what we haven't figured out yet because it won't be finalized until probably March of next year; this is just a very generic cost estimate they did base on the amount of square footage or square yards of actual pavement we have out there; Mrs. Jackson put the budget together; I don't think this will even be ready for the appropriations; so we have a little bit of some discussion with council obviously on how to do this next year if it's going to be done next year; it may be done in 2020; it's all based on ODOT; I think that's why we want to wait a little bit; Lynch: buy a little time; Jarvis: does this span ODOT districts five six; Peoples: it does not; all in six; Clark: was there discussion on the bridge over by the golf course, the brand new bridge; and the second question is there discussion on making that possible if at least three or possibly a four lane bridge; Peoples: they did let us know that that bridge is programmed to be replaced in fiscal year 23; which would be July of 2022; no details on that as of yet as far as width goes; that's all sandstone abutment; the gold course goes underneath that will be interesting;

Development Director

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Haire: Thank you Mr. Jarvis; just a quick update on a project that you approved earlier this year; selling land to NIFCO; I hope to have a closing with them by the end of this month for the additional 15.5 acres in Canal Pointe; hopefully we'll get that done here pretty soon; and I also wanted to remind the members that are on the residential standards committee that that meeting is coming up Wednesday of this week at 4:30; we've sent out some information and assembled that committee; we'll have our first meeting on Wednesday to discuss that; Jarvis: just to refresh everyone's memory who is on that committee; Clark: I am, Jill Amos, Pat Lynch; Jarvis: that NIFCO purchase was that an option that they've acted on or a separate transaction; Haire: so they had entered into a basically a first right of refusal with an option price and we entered into contract with OPUS and NIFCO chose to exercise their first right of refusal on that property; Jarvis: very good; that wasn't one of the three businesses that made up the 23 percent; Haire: it is; NIFCO is; Hollins: we really can't publicly comment; Haire: NIFCO is one of our three largest employers with over 600 employees;

J. Council Reports

Work Session/Council	*Monday, July 2, 2018 at 6:00 p.m.*
Public Hearing – Old Town Commercial Zoning Text Amendment	*Monday, July 2, 2018 at 6:30 p.m.*
Council Recess	*No meeting Monday, July 16*
Committee of the Whole	*Monday, July 30, 2018 at 6:00 p.m. - TENTATIVE*
CW Human Services	*Mr. Lynch*

Lynch: Nothing to add at this time.

CWICC *Mr. Clark*

Clark: Next meeting is August 29th at 11:30.

CWJRD *Mr. Bennett/Mrs. Amos*

Bennett: executive board meeting this Thursday, June 21st 7:00 pm Town Hall; Jarvis: I had another commitment when you had some visitors from Bexley; Bennett: it was Grandview and New Albany; Jarvis: but I did hear there was a lot of good discussion; was there any real take away from that or just added to the experience; Amos: Mr. Clark and I attended; I thought there was a lot of good information that came out of there; we did learn from some of their groups what they've had on their ballots, what they've done in their group, what they've done in house; some of the programs that they use and go through; so it was very enlightening to hear how others are doing it and be able to ask more in depth questions; Bennett: these two groups serve more as a full parks and rec in their cities; where our rec is generally just administering athletics; Clark: but they are separate groups from the city; they're not city employees; they're rec board employees; mostly the difference is that they have a levy; both of them have an operating levy that generate funds; they take care of fields; they mow the grass a lot of times for the city and do certain things in partnership with that; some interesting concepts as we grow I think we could be looked at; Coolman: do they own their own equipment; Clark: they own their own equipment; Amos: one owns their own equipment; Clark: you're right, one contracted out with a mowing service and they mowed the fields; Bennett: New Albany was the contractor; New Albany found that it was more effective for them to control it themselves; they enjoyed having more of the control; so if they decided that they wanted to mow the field they could go and mow the fields more frequently because they are owner operator of the

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equipment whereas if they wanted to change their contract with the contractor they actually have to increase their services and pay extra costs; Jarvis: in both cases their organization was structured so they could go out and put a levy on the ballot; Bennett: any joint rec district can; Hollins: there are separate jurisdictions; separate taxing entities and it's been attempted twice here; Bennett: I only know of once; I remember the one in 2008; Lynch: the tax levy they have is just not within city boundaries; Bennett: it's within the JRD boundary which is the school district boundary; Lynch: so it's further reaching than just the city; Hollins: exactly; Jarvis: does anybody remember why this failed; Clark: recession; Hollins: 08 was probably not the right time; Bennett: I don't remember it being super close; I think it was a time where even minimum tax was not seen as a favorite;

Destination: Canal Winchester *Mr. Walker*

Walker: Our next meeting is July 24th 6:30 p.m. at the Interurban.

K. Old/New Business

Mayor: I got something again; a little update on Jessica's husband; yesterday her brother went to visit him along with her and he actually got him to laugh and smile and doing some other gestures and they're communicating with him right now through asking him something, and yes or no and he nods his head or raises his hand; so he is communicating; Jarvis: that's great; so he is there; Mayor: it's a lot better than it was a month ago; Jarvis: thank you for sharing that good news with us;

Jarvis: I was unable to attend the music and art in the park over the weekend; I assume everything went well; Mayor: it didn't rain; yes it went well; Jarvis: very good; it seemed like there were a lot of people in and about town; they were out to see what it was all about;

L. Adjourn to Executive Session (if necessary) - *NONE*

M. Adjournment at 7:48 p.m.

A motion was made by Bennett, seconded by Lynch to adjourn. The motion carried with the following vote:

Yes 7 – Bennett, Lynch, Amos, Clark, Coolman, Jarvis, Walker

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RESOLUTION NO. 18-010

A RESOLUTION AUTHORIZING THE LABOR DAY FESTIVAL COMMITTEE TO OPERATE THE ANNUAL "CANAL WINCHESTER LABOR DAY FESTIVAL" ON THE VARIOUS STREETS AND SIDEWALKS OF THE CITY OF CANAL WINCHESTER

WHEREAS, the annual Canal Winchester Labor Day Festival is to be held on September 1 – 3, 2018; and

WHEREAS, the Canal Winchester Labor Day Festival is a civic endeavor which is family oriented, safe, clean and fun for all the citizens of Canal Winchester; and

WHEREAS, the Council and Mayor of the City of Canal Winchester desire to express their approval on behalf of the citizens of the City and to authorize the use and control of various city streets, alleys and sidewalks of Canal Winchester for the benefit of this annual event;

NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CANAL WINCHESTER, STATE OF OHIO:

Section 1. That the annual Canal Winchester Labor Day Festival operated by the Labor Day Festival Committee on September 1, 2018 from 12:00 PM until 11:00 PM and September 2, 2018 from 10:00 AM until 11:00 PM and September 3, 2018 from 10:00 AM until 6:00 PM, be and hereby is authorized to operate and control said Festival upon the various streets, alley and sidewalks of Canal Winchester, Ohio.

Section 2. That the boundaries of the Festival shall be High Street from Mound Street south to end of S. High Street; Waterloo Street from West Street to Trine Street; and Stradley Place which includes the green space and adjacent parking stalls.

Section 3. That the streets and alleys within the boundaries of the festival shall be shut down to traffic by City staff with assistance from Festival Committee members from 9:00 AM on Friday, August 31, 2018 and reopened to traffic no later than 6:00 AM on Tuesday, September 4, 2018.

Section 4. That the Labor Day Festival Committee shall maintain liability insurance for the protection of the City of Canal Winchester, Ohio indemnifying and saving harmless said City from any and all liability that may arise or accrue by reason of the use of the various streets, alleys, and sidewalks of the City of Canal Winchester and shall present a copy of said insurance to the City.

Section 5. That the Council of the City of Canal Winchester authorizes the Mayor to issue the appropriate parade permit (Section 311.05 of the City of Canal Winchester Codified Ordinances) for the Labor Day Parade to be staged and controlled by the Labor Day Festival Committee without the normal permit fee. Said parade route shall be approved by the City.

Section 6. That the Council of the City of Canal Winchester authorizes the Mayor to issue the appropriate sign permit for the Labor Day Sign on city ROW.

Section 7: That the Council of the City of Canal Winchester hereby gives approval for use of the following City owned facilities by the Labor Day Festival Committee:

a. Community Center Front Parking Lot for VIP sponsor parking,
   Municipal Building for equipment storage and entertainment green room.
b. Swimming Pool Parking Lot for miscellaneous parking needs;
c. Community Center for Quilt show related activities;
d. Space for trash containers and port-a-johns to be determined and agreed upon by the City staff and CW Labor Day Committee;
e. Parking behind 36 S. High Street for Committee members
f. Any costs, for auxiliary police, special duty deputies, or regular police as determined to be need by both the festival committee and the city.

g. Public parking lot west of south High Street and to the rear of the Community Center for kid's rides.

Section 8. That the Labor Day Festival Committee shall provide the following at no cost to the City:

a. City approved electric to all vendors and festival participants;
b. Any costs related to special Emergency Medical Services coverage

Section 9. That the City of Canal Winchester shall provide the following contribution to the Festival:

a. Water for use by the vendors within the festival defined area;
b. Payment for the collection of trash by Boy Scout Troop#103 in the amount of $750.00
c. Payment of employee overtime hours required for the assistance in closing and re-opening of the festival area, delivery and set up of the state, nightly cleanup of the festival area, and miscellaneous issues that may arise during the festival hours.
d. Contact numbers for appropriate assigned employees

Section 10. That Committee designated representatives will meet two weeks before the Festival with the Mayor and any other city officials the Mayor deems necessary to finalize festival related issues.

Section 11. That this resolution shall take effect and be in force from and after its passage.

DATE PASSED_____

_____
PRESIDENT OF COUNCIL

ATTEST_____
CLERK OF COUNCIL

_____
MAYOR

DATE APPROVED_____

APPROVED AS TO FORM:

_____
LAW DIRECTOR

I hereby certify that the ordinance as set forth above was published for a period of not less than fifteen days after passage by the Council, by posting a copy thereof in not less than three (3) public places in the municipal corporation, as determined by Council and as set forth in the Canal Winchester Charter.

_____
Finance Director/Clerk of Council

ORDINANCE NO. 18-017

AN ORDINANCE TO CREATE CHAPTER 188 IN PART ONE OF THE CODIFIED ORDINANCES OF CANAL WINCHESTER ENACTING AN ADMISSIONS TAX

WHEREAS, Ohio Revised Code 715.013 authorizes municipalities to enact a tax on admissions to any place;

WHEREAS, with the continued growth and development in the City of Canal Winchester, Council desires to enact an admissions tax for the purpose of raising additional revenue to help support said growth and development; and

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CANAL WINCHESTER, STATE OF OHIO:

SECTION 1. That Part 7 of the Codified Ordinances of the City of Canal Winchester, Ohio, which is a part thereof, be and hereby is amended to include Chapter 188, Admissions Tax as follows:

CHAPTER 188
Admissions Tax

188.01 Definitions.
188.02 Imposition and Rate of Tax.
188.03 Admissions Exempt from Tax.
188.04 Collection of Tax.
188.05 Certificate of Registration or Exemption.
188.06 Certificate of Registration in Case of Temporary or Transitory Amusement.
188.07 Rules and Regulations.
188.08 Appeals.
188.09 Information Confidential.
188.10 Interest on Unpaid Tax.
188.11 Taxes Made a Lien.
188.12 Severability.
188.13 Disbursement of Funds Collected.
188.99 Penalty.

188.01 DEFINITIONS.

For the purpose of this chapter the following words and phrases shall have the following meanings ascribed to them respectively.

(a) "Admission charge" means any charge for the right or privilege to enter any place; a charge made for season tickets or subscriptions, a minimum service charge, a cover charge or a charge made for use of seats and tables, reserved or otherwise, and similar accommodations, green fees, a charge made for food and refreshments in any place where any free entertainment, recreation or amusement is provided; a charge made for the rental of or use of equipment, facilities or other property for the purposes of recreation or amusement, or a combined charge where the rental equipment or facilities is necessary to the enjoyment of the privileges for which a general admission is charged; and a charge made for parking charges including where the charge is determined by the number of passengers in an automobile.

(b) "Person" means any individual, receiver, assignee, firm, co-partnership, joint venture, corporation, company, joint stock company, association, society or group of individuals acting as a unit, whether mutual, cooperative, fraternal, nonprofit or otherwise.

(c) "Place" includes but is not restricted to, theaters, cinemas, dance halls, amphitheaters,

auditoriums, stadiums, athletic pavilions and fields, golf courses, golf driving ranges, bowling alleys, ice-skating rinks, roller-skating rinks, night clubs, lecture halls, archery and shooting ranges, campgrounds, recreational vehicle parks, baseball and athletic parks, circuses, sideshows, flea markets, swimming pools, outdoor amusement parks and such attractions as merry-go-rounds, Ferris wheels, dodgems, skycoasters, race tracks, roller coasters, observation towers and all places where any form of diversion, recreation, sport or pastime is offered or provided, which are located in the City.

188.02 IMPOSITION AND RATE OF TAX.

There is hereby levied and imposed upon every person who pays an admission charge to any place, including a tax on persons who are admitted free of charge or at reduced rates to any place to or for which other persons pay a charge or a regular higher charge for the same or similar privileges or accommodations:

(a) A tax of three percent (3%) on the amount received as an admission charge to any place. The tax shall apply to every admission within the Municipality.

(b) A tax of three percent (3%) on excess of the amount received for tickets or cards of admission to theaters, operas and other laces of amusement, sold at a location other than the ticket offices of such places, over and above the amounts representing the established admission charge therefor at such ticket offices, such tax to be returned and paid in the manner provided in Section 188.04 by the person selling the ticket.

(c) A tax of three percent (3%) on the admission charge to any public performance for profit.

(d) A tax of three percent (3%) on the admission charge received as annual membership dues by every club or organization maintaining a place as defined by Section 188.01(b).

(e) A tax of three percent (3%) on the amount received, exclusive of federal, State and local admission taxes, for or on account of the use of any place for a public performance, the admission charge to which performance is exempt from tax under Section 188.03, such tax to be applicable regardless of whether such receipts are designated by the owner, operator or lessee of such place as rentals of property, charges for talent or services or otherwise.

188.03 ADMISSIONS EXEMPT FROM TAX.

No tax shall be levied under this chapter with respect to any admission charge, all the net proceeds of which inure:

(a) Exclusively to the benefit of religious, educational or charitable institutions, societies or organizations, if no part of the net earnings thereof inure to the benefit of any private stockholder or individual.

(b) Exclusively to the benefit of persons in the military or naval forces of the United States, or of National Guard organizations, reserve officer associations or posts or organizations of war veterans, or auxiliary units or societies of any such posts or organizations if such posts, organizations, units or societies are organized in the State of Ohio, and if no part of their net earnings inure to the benefit of any private stockholder or individual.

(c) Exclusively to the benefit of persons who serve in the military or naval forces of the United States and are in need.

(d) Exclusively to the benefit of members of any department of any municipal corporation, or the dependents or heirs of such members.

(e) Exclusively to the benefit of the general revenue fund of any municipal corporation or exclusively to the benefit of any fund of any municipal corporation or under the control of a recreation commission.

(f) Immediately after the event for which an exemption from admission tax has been allowed, the treasurer of the institution, society or organization for whose benefit such event was held shall file an itemized statement with the Finance Director setting forth the amount of money actually received by such treasurer together with the expenses of promoting and conducting such event. Such statement shall be used as a basis of subsequent requests for exemption from admissions tax for the benefit of such institution, society or organization and if such statement shows a disproportionate expenditure for promoting and conducting such event in relation to the profits, if any, no such exemption shall thereafter be allowed to such institution, society or organization.

(g) The exemption from tax provided in this section shall not be allowed to any institution, society or organization which does not control the sale of admissions to the event for which the exemption is requested, nor shall any exemption be allowed where talent, service or other items are compensated for on a percentage basis if such percentage results in a payment of excess of the flat rate ordinarily charged for the same talent, services or other items.

188.04 COLLECTION OF TAX.

(a) Every person receiving any payment on which a tax is levied under this chapter shall collect the amount of the tax imposed from the person making the admission payment. The tax required to be collected under this chapter shall be deemed to be held in trust by the person required to collect the same until paid to the Finance Director as herein provided. Any person required to collect the tax imposed under this chapter who fails to collect the same, or having collected the same, fails to remit the same to the Finance Director in the manner prescribed by this chapter, whether such failure be the result of acts or conditions beyond his control, shall nevertheless be personally liable to the Municipality for the amount of such tax, and shall, unless the remittance be made as herein required, be guilty of a violation of this chapter.

(b) The tax imposed hereunder shall be collected at the time the admission charge is paid by the person seeking admission to any place and shall be reported and remitted by the person receiving the tax to the Director in monthly installments and remittances therefor on or before the thirtieth day of the month succeeding the end of the monthly period in which the tax is collected or received. Payment or remittance of the tax collected may be made by check, unless payment or remittance is otherwise required by the Director, but payment by check shall not relieve the person collecting the tax from liability for payment and remittance of the tax to the Director unless the check is honored and is in the full and correct amount.

(c) The person receiving any payment for admissions shall make out a return upon such forms and setting forth such information as the Director may require, showing the amount of the tax upon admissions for which he is liable for the preceding monthly period, and shall sign and transmit the same to the Director with a remittance for such amount; provided, that the Director may in his discretion require verified annual returns from any person receiving admission payments setting forth such additional information as he may deem necessary to determine correctly the amount of tax collected and payable.

(d) Whenever any theater, circus, show, exhibition, entertainment or amusement makes an admission charge which is subject to the tax herein levied, and the same is of a temporary or transitory nature, of which the Director shall be the judge, the Director may require the report and remittance of the admission tax immediately upon the collection of the same, at the conclusion of the performance or exhibition, or at the conclusion of the series of performances or exhibitions or at such other times as the Director shall determine. It shall be the responsibility of the owner, lessee, or custodian of the place where the event or group or series of events is held to report and remit the tax levied and imposed by this chapter to the Finance Director unless a certificate of registration, as provided for in the next succeeding section of this chapter, has been issued to the person conducting the event or group or series of events. The Finance Director, however, may require the person ducting the event or group or series of events to furnish a bond to insure that each person makes the report and remittance. Failure to comply with any requirement of the Director as to report and remittance of the tax as required shall be a violation of this chapter.

(e) The books, records and accounts of any person collecting a tax herein levied shall, as to the admission charges and tax collections, be at all reasonable times subject to examination and audit by the Director. The audit is to be made by the Finance Director or by accountants employed by the City and at its own expense. If required by the Finance Director, a complete audit of a person's gross admission receipts shall be provided at the end of each person's fiscal year by an accountant approved by the Finance Director and at the expense of the City. Notwithstanding the foregoing if, as a result of the audit, the Finance Director determines that there shall be an unpaid tax liability for a person equal to or greater than one thousand dollars ($1,000.00) per monthly period audited, the Finance Director may require such person to pay the expenses of the audit. If the tax imposed by this chapter is not paid when due there shall be added, as part of the tax, interest at the rate of one percent per month from the time when the tax became due until paid. For good cause shown, the Finance Director may waive the penalty.

188.05 CERTIFICATE OF REGISTRATION OR EXEMPTION.

(a) Certificate of Registration. Any person conducting or operating any place for entrance to which an admission charge is made shall, on the form prescribed by the Finance Director, make application to and procure from the Director a Certificate of Registration, the fee for which shall be twenty dollars ($20), which Certificate shall continue valid until December 31 of the year in which the same is issued by the Director without additional charge, shall be posted in a conspicuous place in each ticket or box office where tickets of admission are sold.

(b) Certificate of Exemption. Any person conducting or operating any place for which an admission charge is made and who claims an exemption or exclusion under Section 188.03 shall make application to and procure from the Finance Director a certificate of exemption for which there will be no charge and which certificate shall remain valid until the termination of the event or series of events, to which the exemption applies.

188.06 CERTIFICATE OF REGISTRATION IN CASE OF TEMPORARY OR TRANSISTORY AMUSEMENT.

Whenever a Certificate of Registration is obtained for the purpose of operating or conducting a temporary or transitory amusement, entertainment or exhibition by persons who are not the owners, lessees or custodians of the building, lots or place where the amusement is to be conducted, the tax imposed by this chapter shall be reported and remitted as provided in Section 188.04 hereof by such owner, lessee or custodian, unless paid by the person conducting the amusement, entertainment or exhibition. The applicant for a Certificate of Registration for such purpose shall furnish with the application therefor the name and address of the owner, lessee or custodian of the premises upon which the amusement is to be conducted, and such owner, lessee or custodian shall be notified by the Director of Finance of the issuance of such certificate and the joint liability for collection and remittance of such tax.

188.07 RULES AND REGULATIONS.

The Mayor or Finance Director shall have power to adopt rules and regulations not inconsistent with the terms of this chapter for carrying out and enforcing the payment, collection and remittance of the tax herein levied; and a copy of such rules and regulations shall be published as ordinance of the Municipality are published before they become effective, and copies shall be made available in the office of the Finance Director. Failure or refusal to comply with any such rules and regulations shall be deemed a violation of this chapter.

188.08 APPEALS.

Appeals from any ruling of any official hereunder shall be made to Council within ten days after such ruling has been made, and Council shall have the authority to annul, modify or affirm any such ruling appealed from, in conformity with the intent and purpose of this chapter.

188.09 INFORMATION CONFIDENTIAL.

All returns and information relating to the business of any person required to collect the tax imposed by this chapter and coming into the possession of the Finance Director, his/her agents and employees of the Municipality, shall be held confidential. No disclosures thereof shall be made unless ordered by a court of competent jurisdiction excepting, however, that the Director may furnish the Bureau of Internal Revenue, Treasury Department, of the United States, or the Department of Taxation of the State of Ohio with copies of returns filed.

188.10 INTEREST ON UNPAID TAX.

In addition to the interest as provided in Section 188.04, a penalty of ten percent per year or fraction thereof shall be imposed on any tax not paid when due. For good cause shown, the Finance Director may waive the penalty.

188.11 TAXES MADE A LIEN.

(a) The taxes and other charges imposed by this chapter shall be a lien upon all the property of any person required to collect and pay or to pay the same. If such person shall sell out or quit business, such person shall be required to make out the return provided for in this chapter within thirty (30) days after the date of sale of such business or retirement therefrom, and the successor in business shall be required to withhold a sufficient amount of purchase money to cover the amount of said taxes and other charges collected and unpaid, together with penalties, if any, until such time as the former owner shall produce receipt from the Treasurer showing that the taxes and any other charges have been paid, or a certificate that no taxes are due.

(b) If the purchaser of a business shall fail to withhold purchase money as above provided, and the taxes and other charges so collected shall be due and unpaid after the thirty-day period allowed, the purchaser shall be liable for the payment of the taxes and other charges collected and unpaid on account of the operation of the business by the former owner, together with interest, as provided by this chapter.

(c) The lien for unpaid taxes and other charges imposed herein shall not become effective until such time as the Finance Director certifies to the County Auditor of Franklin or Fairfield County the amount of taxes delinquent, and such certification is placed on record by the County Recorder of said county in a book maintained for that purpose.

188.12 SEVERABILITY.

If any sentence, clause, section or part of this chapter or any tax imposed as specified herein is found to be unconstitutional, illegal or invalid, such constitutionality, illegality or invalidity shall affect only such clause, sentence, section or part of this chapter, and shall not affect or impair any of the remaining provisions, sentences, clauses, sections or other parts of this chapter. It is hereby declared to be the intention of Council that this chapter would have been adopted had such unconstitutional, illegal or invalid sentence, clause, section or part thereof had not been included herein.

188.13 DISBURSEMENT OF FUNDS COLLECTED.

The funds collected under the provision of this Chapter shall be distributed in the following manner:

(a) First, such part thereof as shall be necessary to defray all expenses of collecting the tax and of administrating and enforcing the provisions of the Chapter shall be paid.

(b) The balance remaining after payment of the expenses referred to in subsection (a) hereof shall be deposited in the General Fund.

188.99 PENALTY.

(a) Whoever, being a person charged by the provisions of this chapter with the duty of collecting or paying the taxes imposed by this chapter, willfully fails or refuses to charge and collect or to pay such taxes, or to make return to the Director of Finance as required by this chapter, or to permit the Director or his duly authorized agent to examine his books and other records, in or upon any premises where the same are kept to the extent necessary to verify any return made or to ascertain and assess the tax imposed by this chapter if no return was made, or to maintain and keep his books and other records for three years or such lesser or greater time as may be permitted or required by the Director, is guilty of a minor misdemeanor for a first offense and for a second or other subsequent offense is guilty of a misdemeanor of the first degree.

(b) Whoever violates Section 188.09 is guilty of a misdemeanor of the first degree for each such violation and shall thereafter be disqualified from acting in any official capacity whatsoever in connection with the assessment or collection of taxes under this chapter.

SECTION 2. That all other provisions of Part 1 of the Codified Ordinances shall remain in full force and effect.

SECTION 3. That this ordinance shall take effect and be in force from and after the earliest period allowed by law.

DATE PASSED:_____

_____
PRESIDENT OF COUNCIL

ATTEST:_____
CLERK OF COUNCIL

_____
MAYOR

DATE APPROVED:_____

APPROVED AS TO FORM:

_____
LEGAL COUNSEL

I hereby certify that the ordinance as set forth above was published for a period of not less than fifteen (15) days after passage by the Council, by posting a copy thereof in not less than three (3) public places in the municipal corporation, as determined by Council and as set forth in the Canal Winchester Charter.

_____
Finance Director/Clerk of Council

ORDINANCE NO. 18-021

AN ORDINANCE APPROVING AND ADOPTING THE 2019 TAX BUDGET

WHEREAS, it is immediately necessary to approve and adopt the 2019 tax budget,

NOW THREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CANAL WINCHESTER, STATE OF OHIO:

Section 1. That the 2019 Tax Budget attached hereto as Exhibit A and incorporated herein by reference be, and the same hereby is, approved and adopted.

Section 2. That this Ordinance shall take effect and be in force from and after the earliest period allowed by law.

DATE PASSED_____

_____
PRESIDENT OF COUNCIL

ATTEST_____
CLERK OF COUNCIL

_____
MAYOR

DATE APPROVED_____

APPROVED AS TO FORM:

_____
LAW DIRECTOR

I hereby certify that the ordinance as set forth above was published for a period of not less than fifteen days after passage by the Council, by posting a copy thereof in not less than three (3) public places in the municipal corporation, as determined by Council and as set forth in the Canal Winchester Charter.

_____
Finance Director/Clerk of Council

FUND NAME: GENERAL FUND **EXHIBIT 1**

FUND TYPE/CLASSIFICATION: GOVERNMENTAL-GENERAL

This Exhibit is to be used for the General Fund Only

Description (1)	For 2016 Actual (2)	For 2017 Actual (3)	Budget Year Estimated for 2018 (4)	Current Year Estimated for 2019 (5)
REVENUES				
Local Taxes				
General Property Tax - Real Estate	$ 367,632.43	$ 388,245.78	$ 390,000.00	$ 400,000.00
Tangible Personal Property Tax	$ -	$ -	$ -	$ -
Municipal Income	$ 6,512,775.10	$ 6,978,857.17	$ 6,400,000.00	$ 6,900,000.00
Other Local Taxes	$ 144,079.48	$ 147,806.61	$ 220,000.00	$ 220,000.00
Total Local Taxes	$ 7,024,487.01	$ 7,514,909.56	$ 7,010,000.00	$ 7,520,000.00
Intergovernmental Revenues				
State Shared Taxes & Permits				
Local Governments	$ 77,188.15	$ 75,860.71	$ 75,000.00	$ 75,000.00
Estate Tax	$ 5,592.00	$ -	$ -	$ -
Cigarette Tax	$ 298.66	$ 361.42	$ 300.00	$ 350.00
License Tax	$ -	$ -	$ -	$ -
Liquor and Beer Permits	$ 15,045.10	$ 18,134.90	$ 15,000.00	$ 16,000.00
Gasoline Tax	$ -	$ -	$ -	$ -
Library & Local Government Support Fur	$ -	$ -	$ -	$ -
Property Tax Allocation	$ 46,050.07	$ 46,645.91	$ 46,000.00	$ 47,000.00
Other Shared Taxes & Permits	$ -	$ -	$ -	$ -
Total State Shared Taxes & Permits	$ 144,173.98	$ 141,002.94	$ 136,300.00	$ 138,350.00
Federal Grants or Aid	$ -	$ -	$ -	$ -
State Grants or Aid	$ -	$ -	$ -	$ -
Other Grants or Aid	$ -	$ -	$ -	$ -
Total Intergovernmental Revenues	$ 144,173.98	$ 141,002.94	$ 136,300.00	$ 138,350.00
Special Assessments	$ 193,559.59	$ 195,141.53	$ 196,500.00	$ 151,500.00
Charges for Services	$ 133,986.02	$ 139,177.76	$ 133,500.00	$ 137,750.00
Fines, Licenses & Permits	$ 630,572.72	$ 632,264.46	$ 624,600.00	$ 615,600.00
Miscellaneous	$ 107,922.06	$ 747,906.42	$ 117,500.00	$ 118,500.00
Other Financing Sources				
Proceeds from Sale of Debt	$ -	$ -	$ -	$ -
Transfers	$ -	$ -	$ -	$ -
Advances	$ -	$ -	$ 40,000.00	$ 40,000.00
Other Sources	$ -	$ -	$ -	$ -
Total Other Financing Sources	$ -	$ -	$ 40,000.00	$ 40,000.00
TOTAL REVENUE	$ 8,234,701.38	$ 9,370,402.67	$ 8,258,400.00	$ 8,721,700.00

FUND NAME: GENERAL FUND **EXHIBIT 1**

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - GENERAL

This Exhibit is to be used for the General Fund Only

Description (1)	For 2016 Actual (2)	For 2017 Actual (3)	Current Year Estimated for 2018 (4)	Budget Year Estimated for 2019 (5)
EXPENDITURES				
Security of Persons and Property				
Personal Services	$ -	$ -	$ -	$ -
Travel Transportation	$ -	$ -	$ -	$ -
Contractual Services	$ 985,384.39	$ 905,657.03	$ 1,107,000.00	$ 1,171,000.00
Supplies & Materials	$ 411.09	$ 460.95	$ 1,000.00	$ 1,000.00
Capital Outlay	$ 22,030.00	$ 21,891.00	$ 24,000.00	$ 45,000.00
Total Security of Persons and Property	$ 1,007,825.48	$ 928,008.98	$ 1,132,000.00	$ 1,217,000.00
Public Health Services				
Personal Services	$ -	$ -	$ -	$ -
Travel Transportation	$ -	$ -	$ -	$ -
Contractual Services	$ 107,400.02	$ 129,419.48	$ 136,700.00	$ 141,100.00
Supplies & Materials	$ -	$ -	$ -	$ -
Capital Outlay	$ -	$ -	$ -	$ -
Total Public Health Services	$ 107,400.02	$ 129,419.48	$ 136,700.00	$ 141,100.00
Leisure Time Activities				
Personal Services	$ 226,928.13	$ 272,919.79	$ 307,490.00	$ 316,375.00
Travel Transportation	$ -	$ -	$ 100.00	$ 100.00
Contractual Services	$ 141,775.39	$ 138,396.74	$ 168,000.00	$ 178,000.00
Supplies & Materials	$ 33,177.69	$ 36,191.74	$ 46,650.00	$ 46,650.00
Capital Outlay	$ 8,912.96	$ 12,681.46	$ 73,000.00	$ 173,000.00
Total Leisure Time Activities	$ 410,794.17	$ 460,189.73	$ 595,240.00	$ 714,125.00
Community Environment				
Personal Services	$ 375,465.37	$ 378,858.74	$ 480,680.00	$ 510,100.00
Travel Transportation	$ 273.29	$ 884.01	$ 2,500.00	$ 2,500.00
Contractual Services	$ 180,142.88	$ 189,614.34	$ 237,500.00	$ 218,250.00
Supplies & Materials	$ 37,925.17	$ 35,699.76	$ 44,950.00	$ 44,950.00
Capital Outlay	$ 32,868.72	$ 31,389.20	$ 44,500.00	$ 43,500.00
Total Community Environment	$ 626,675.43	$ 636,446.05	$ 810,130.00	$ 819,300.00
Transportation				
Personal Services	$ 224,717.80	$ 240,751.82	$ 267,810.00	$ 274,500.00
Travel Transportation	$ -	$ -	$ 200.00	$ 100.00
Contractual Services	$ 318,448.49	$ 474,866.58	$ 491,000.00	$ 411,000.00
Supplies & Materials	$ 37,342.45	$ 34,965.16	$ 42,200.00	$ 44,000.00
Capital Outlay	$ 612,598.69	$ 719,534.47	$ 792,000.00	$ 826,000.00
Total Transportation	$ 1,193,107.43	$ 1,470,118.03	$ 1,593,210.00	$ 1,555,600.00
General Government				
Personal Services	$ 960,404.82	$ 935,337.67	$ 1,066,195.00	$ 1,108,950.00
Travel Transportation	$ 3,170.39	$ 1,748.88	$ 5,750.00	$ 4,600.00
Contractual Services	$ 1,180,376.75	$ 1,179,345.40	$ 1,289,400.00	$ 1,409,700.00
Supplies & Materials	$ 407,193.31	$ 433,412.47	$ 513,900.00	$ 580,075.00
Capital Outlay	$ 170,749.17	$ 305,696.79	$ 114,300.00	$ 111,700.00
Total General Government	$ 2,721,894.44	$ 2,855,541.21	$ 2,989,545.00	$ 3,215,025.00
Debt Service				

FUND NAME: GENERAL FUND **EXHIBIT 1**

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - GENERAL

This Exhibit is to be used for the General Fund Only

Description (1)	For 2016 Actual (2)	For 2017 Actual (3)	Current Year Estimated for 2018 (4)	Budget Year Estimated for 2019 (5)
EXPENDITURES				
Redemption of Principal	$ -	$ -	$ -	$ -
Interest	$ -	$ -	$ -	$ -
Other Debt Service	$ -	$ -	$ -	$ -
Total Debt Service	*$ -*	*$ -*	*$ -*	*$ -*
Other Uses of Funds				
Transfers	$ 1,219,000.00	$ 1,333,060.00	$ 1,690,000.00	$ 1,059,550.00
Advances	$ 5,000.00	$ -	$ -	$ -
Contingencies	$ -	$ -	$ -	$ -
Other Uses of Funds	$ -	$ -	$ -	$ -
Total Other Uses of Funds	$ 1,224,000.00	$ 1,333,060.00	$ 1,690,000.00	$ 1,059,550.00
TOTAL EXPENDITURES	$ 7,291,696.97	$ 7,812,783.48	$ 8,946,825.00	$ 8,721,700.00
Revenues over/(under) Expenditures	$ 943,004.41	$ 1,557,619.19	$ (688,425.00)	$ -
Beginning Unencumbered Balance	$ 4,192,778.01	$ 5,135,782.42	$ 6,693,401.61	$ 6,004,976.61
Ending Cash Fund Balance	$ 5,135,782.42	$ 6,693,401.61	$ 6,004,976.61	$ 6,004,976.61
Estimated Encumbrances (outstanding at year end)				
Estimated Ending Unencumbered Fund Balance				

EXHIBIT III

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2019	Budget Year Estimated Receipt	Total Available for Expenditures	Budget Year Expenditures and Encumbrances			Estimated Unencumbered Balance 12/31/2019
				Personnel Services	Other	Total	
GOVERNMENTAL: **SPECIAL SERVICE:**							
Street Construction Maintenance	$ 447,991.54	$ 344,500.00	$ 792,491.54	$ 238,400.00	$ 228,750.00	$ 467,150.00	$ 325,341.54
State Highway	$ 62,991.51	$ 31,500.00	$ 94,491.51	$ -	$ 31,500.00	$ 31,500.00	$ 62,991.51
Mayor's Court Technical Fund A	$ 21,756.92	$ 2,400.00	$ 24,156.92	$ -	$ 3,800.00	$ 3,800.00	$ 20,356.92
Mayor's Court Technical Fund B	$ 14,889.27	$ 8,000.00	$ 22,889.27	$ -	$ 3,000.00	$ 3,000.00	$ 19,889.27
Permissive Tax	$ 114,023.03	$ 67,000.00	$ 181,023.03	$ -	$ 59,650.00	$ 59,650.00	$ 121,373.03
Bed Tax	$ 144,179.49	$ 70,000.00	$ 214,179.49	$ -	$ 70,000.00	$ 70,000.00	$ 144,179.49
FEMA Grant	$ -	$ -	$ -	$ -	$ -	$ -	$ -
BWC Grant	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Interurban Project Fund	$ 872.25	$ -	$ 872.25	$ -	$ -	$ -	$ 872.25
Diley Rd PITIE Fund	$ 1,320,135.62	$ 200,000.00	$ 1,520,135.62	$ -	$ 4,500.00	$ 4,500.00	$ 1,515,635.62
Gender Rd TIF Fund	$ 120,394.82	$ 250,000.00	$ 370,394.82	$ -	$ 84,000.00	$ 84,000.00	$ 286,394.82
Cemetery Fund	$ 16,289.21	$ 2,500.00	$ 18,789.21	$ -	$ -	$ -	$ 18,789.21
McGill Park Fund	$ 50,000.00	$ 50,000.00	$ 100,000.00	$ -	$ -	$ -	$ 100,000.00
Total Special Revenue Funds	$ 2,313,523.66	$ 1,025,900.00	$ 3,339,423.66	$ 238,400.00	$ 485,200.00	$ 723,600.00	$ 2,615,823.66
DEBT SERVICE FUNDS							
G. O. Bond/Note	$ 29,308.50	1,059,250.00	1,088,558.50		$ 1,059,250.00	$ 1,059,250.00	$ 29,308.50
	$ -						$ -
Total Debt Service Funds	$ 29,308.50	$ 1,059,250.00	$ 1,088,558.50	$ -	$ 1,059,250.00	$ 1,059,250.00	$ 29,308.50
CAPITAL PROJECT FUNDS							
Capital Improvements	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Issue II	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total Capital Project Funds	$ -	$ -	$ -	$ -	$ -	$ -	$ -
PROPRIETARY: **ENTERPRISE FUNDS**							
Water	$ 1,107,548.52	$ 1,573,750.00	$ 2,681,298.52	$ 497,325.00	$ 1,131,425.00	$ 1,628,750.00	$ 1,052,548.52
Water Connection	$ 1,324,511.97	$ 200,000.00	$ 1,524,511.97	$ -	$ 397,750.00	$ 397,750.00	$ 1,126,761.97
Water Stability Fund	$ -	$ -	$ -	$ -		$ -	$ -
Sewer	$ 1,305,546.19	$ 1,775,750.00	$ 3,081,296.19	$ 514,875.00	$ 1,260,875.00	$ 1,775,750.00	$ 1,305,546.19
Sewer Connection	$ 2,682,750.80	$ 500,000.00	$ 3,182,750.80	$ -	$ 500,000.00	$ 500,000.00	$ 2,682,750.80
Sewer Rate Stability	$ 1,000,000.00	$ -	$ 1,000,000.00	$ -	$ -	$ -	$ 1,000,000.00

EXHIBIT III

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2019	Budget Year Estimated Receipt	Total Available for Expenditures	Budget Year Expenditures and Encumbrances			Estimated Unencumbered Balance 12/31/2019
				Personnel Services	Other	Total	
Storm Water Fund	$ 188,467.02	$ 248,300.00	$ 436,767.02	$ 111,150.00	$ 137,150.00	$ 248,300.00	$ 188,467.02
Total Special Revenue Funds	$ 7,608,824.50	$ 4,297,800.00	$ 11,906,624.50	$ 1,123,350.00	$ 3,427,200.00	$ 4,550,550.00	$ 7,356,074.50
Agency Funds							
Meijer Agency	$ 135,877.69	$ 1,000.00	$ 136,877.69	$ -	$ -	$ -	$ 136,877.69
GreenGate Drive Agency	$ 303,603.61	$ 2,500.00	$ 306,103.61				$ 306,103.61
Total Agency Funds	$ 439,481.30	$ 3,500.00	$ 442,981.30	$ -	$ -	$ -	$ 442,981.30

EXHIBIT IV

STATEMENT OF PERMANENT IMPROVEMENTS

(Do Not Include Expense to be Paid from Bond Issues)

(Section 5705.29. Revised Code)

DESCRIPTION	Estimated Cost of Permanent Improvement	Amount to be Budgeted During Current Year	Name of Paying Fund
Sheriff's Cruiser	$ 45,000.00	$ 45,000.00	General
Parks Projects	$ 145,000.00	$ 145,000.00	General
Street Trees	$ 40,000.00	$ 40,000.00	General
Swimming Pool Capital	$ 15,000.00	$ 15,000.00	General
Street Capital Projects	$ 760,000.00	$ 760,000.00	General
Buildings and Grounds Projects	$ 30,000.00	$ 30,000.00	General
Information Technology Capital	$ 40,000.00	$ 40,000.00	General
Valve Bolt Replacements	$ 25,000.00	$ 25,000.00	Water
Water Plant Improvements	$ 225,000.00	$ 100,000.00	Water
AMI Upgrades	$ 300,000.00	$ 150,000.00	Water/Sewer
Tower Maintenance/Water Breaks	$ 105,000.00	$ 105,000.00	Water
Well Rehab	$ 15,000.00	$ 15,000.00	Water Connections
Plant Upgrades	$ 200,000.00	$ 100,000.00	Water Connections
Vehicle Purchase	$ 30,000.00	$ 30,000.00	Sewer
TOTAL	$ 1,975,000.00	$ 1,600,000.00	

For the year budgeted, list each contemplated disbursement for permanent improvements, exclusive of any expense to be paid from bond issues by the fund from which the expendituers are to be made. Examples for describing the permanent improvements are: window replacement, vehicle purchase, furnishing offices, appliances for fire department kitchen.

ORDINANCE NO. 18-023

AN ORDINANCE TO ADOPT AMENDMENTS TO THE COUNCIL RULES

WHEREAS, the Rules Committee of City Council has reviewed and considered several amendments to the Council Rules (August 2014 edition); and

WHEREAS, pursuant to Rule 27 of the Council Rules, the Rules Committee hereby recommends Council's adoption of such amendments;

NOW THREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CANAL WINCHESTER, STATE OF OHIO:

Section 1. That the Council Rules be and hereby are amended to read as detailed in Exhibit A and incorporated herein by reference.

Section 2. That this Ordinance shall take effect and be in force from and after the earliest period allowed by law.

DATE PASSED_____

_____
PRESIDENT OF COUNCIL

ATTEST_____
CLERK OF COUNCIL

_____
MAYOR

DATE APPROVED_____

APPROVED AS TO FORM:

_____
LAW DIRECTOR

I hereby certify that the ordinance as set forth above was published for a period of not less than fifteen days after passage by the Council, by posting a copy thereof in not less than three (3) public places in the municipal corporation, as determined by Council and as set forth in the Canal Winchester Charter.

_____
Finance Director/Clerk of Council

COUNCIL RULES

Approved September 15, 2014 (ORD-14-040)

Rule 1 - President

At the first regular meeting of the Council in each even numbered year, the Council shall elect, by a majority vote of its members, one of its members as the President of Council for a two year term of office. The President of Council shall exercise the following powers, duties, and functions:

(1) To serve as President of the Council and to preside at all regular meetings of the Council;

(2) To perform or exercise such other powers, duties and functions as provided by the Charter of the City of Canal Winchester and the rules of the Council; to the extent such rules of the Council are consistent with the Charter of the City of Canal Winchester.

Rule 2 - Vice-President

At the first regular meeting of the Council in each even numbered year, the Council shall elect, by a majority vote of its members, one of its members as the Vice President of Council for a two year term of office. The Vice President of Council shall serve as a president pro-tempore of the Council. In the event of a vacancy in the office of President of Council, the Vice President of Council shall succeed to the office of President of Council to serve for the remainder of the unexpired term and the Council shall elect, by a majority vote of its members, another of its members to the office of Vice President of Council to serve for the unexpired term of office. In the event of the temporary absence or disability of the President of Council, the Vice President of Council shall exercise all powers, duties and functions of the President of Council.

Rule 3 - Succession

If the office of Mayor shall become vacant, the President of Council shall succeed to the office of Mayor.

If the Mayor is temporarily absent from the Municipality or is temporarily unable to perform the duties of Mayor, the President of Council shall become the Acting Mayor and shall, during the period of absence or disability, perform all the powers, duties and functions of Mayor, except he or she shall not have the power to veto ordinances or resolutions. The Acting Mayor shall continue in his or her capacity as President of Council and as a voting member of the Council during the period of the Mayor's temporary absence or disability.

Rule 4 - Vacancies

A. A vacancy in the Council shall be filled by a majority vote of the remaining members of the Council. If the vacancy occurs subsequent to fifteen days before the date when candidates for the office of Council member must file their nominating petitions or if two years or less remain in the term of the incumbent who created the vacancy, the person elected by the Council shall serve for the unexpired term. If the vacancy occurs at least fifteen days prior to the date when candidates for the term of the incumbent who created the vacancy, the person elected by the council shall serve until a successor is elected at the next regular municipal election for the remainder of the unexpired term. The person elected for the unexpired term at the next regular municipal election shall take office on the first day of January following his or her election.

B. If the Council shall fail to elect a person to fill a vacancy in the Council under Division (A) of this Section within thirty days after the occurrence of the vacancy, its power to do so shall lapse and the Mayor shall appoint a person to serve for the time as provided in Division (A) of this Section.

Rule 5 - Resignation.

Any member of Council who desires to resign during his or her term of office shall submit his or her resignation in writing to the Mayor and Council of the City of Canal Winchester, Ohio and such resignation shall take effect when the same has been accepted by a vote of the majority of the members of Council, exclusive of the person tendering his or her resignation.

Rule 6A - Powers of Mayor

A. The Mayor shall be the chief executive, administrative, and law enforcement officer of the Municipality. He or she shall be responsible for the administration of all municipal affairs placed in the Mayor's charge by or under this Charter, the ordinances or resolutions of the Municipality and state laws.

B. The Mayor shall have the following powers, duties and functions to:

(1) Appoint, promote, and when he or she deems it necessary for the good of the service, suspend or remove or otherwise discipline all municipal employees and appointive administrative officers, except as otherwise provided for by or under this Charter, subject to the powers granted to the Council pursuant to Section 3.01(A) (4) of this Charter and subject to the provisions of this Charter pertaining to the Merit System.

(2) Direct and supervise the administration of all departments, offices and agencies of the Municipality, except as otherwise provided by this Charter.

(3) Attend all council meetings and shall have the right to take part in discussions but may not vote.

(4) See that all laws, provisions of the Charter and ordinances and resolutions of the Council, subject to enforcement by the Mayor or by officers subject to his or her direction and supervision, are faithfully executed.

(5) Prepare and submit the annual budget and capital program to the Council.

(6) Submit to Council and make available to the public a complete report on the finances and administrative activities of the Municipality as of the end of each fiscal year.

(7) Make such other reports as the Council may require concerning the operations of municipal departments, offices, boards, commissions and agencies subject to his or her direction and supervision.

(8) Keep the Council fully advised as to the financial condition and future operating and capital needs of the Municipality and make recommendations to the Council concerning the affairs of the Municipality.

(9) Require reports and information of subordinate officers and employees of the Municipality as he or she deems necessary in the orderly operation of the Municipality, or when requested to do so by the Council or any board or commission of the Municipality.

(10) Execute on behalf of the Municipality all contracts and agreements, except as otherwise provided in this Charter.

(11) Affix to official documents and instruments of the Municipality the Mayor's Seal, which shall be the seal of the Municipality, but the absence of the seal, shall not affect the validity of any such documents or instrument.

(12) Perform such other powers, duties and functions as are conferred or required by the Charter, by any ordinance or resolution of the Council, or by the laws of the State of Ohio.

Rule 6B - Powers of Council

All legislative power of the Municipality shall be vested in the Council, except as otherwise provided by the Charter and the Constitution of the State of Ohio. Without limitation of the foregoing, the Council shall have and possess the following powers:

(1) The power to levy taxes and assessments and incur debts subject to the limitations imposed thereon by the Charter and the Constitution of Ohio.

(2) The power to adopt and to provide for the enforcement of local police, sanitary and other similar regulations as are not in conflict with the general laws.

(3) The power to provide for the exercise of all powers of local self-government granted to the Municipality by the Constitution of the State of Ohio in a manner not inconsistent with this Charter or the Constitution of the State of Ohio.

(4) The power, by ordinance or resolution, to establish or authorize the number of officers and employees in the various offices, departments, divisions, bureaus, boards and commissions of the Municipality, including but not limited to administrative assistants to the Mayor, and to establish or authorize the establishment of a rate of their compensation, hours of work, and to provide such other fringe benefits and conditions of employment as deemed proper by the Council.

(5) The power to require such bonds as in the opinion of the Council are necessary for the faithful discharge of the duties of the officers and employees of the Municipality. The premium for said bonds shall be paid by the Municipality.

(6) At the time the Charter became effective, the Municipality has contracted with the Sheriff of Fairfield County, Ohio for police services and Madison Township provides fire services. The arrangements currently existing for police and fire services shall continue under this Charter; however, the Council may determine from time to time whether police, fire, utility or other services shall be provided pursuant to contracts with other qualified providers of services or whether any of the Departments of Police or Fire shall be created.

(7) The power to establish, by ordinance or resolution, the rates or charges made of consumers of all municipal utilities and services.

(8) The power to acquire and to sell or otherwise convey interest in real property; and to lease, as lessor or lessee, or otherwise grant or receive interests in real property.

(9) The power to provide for an independent audit of the accounts and records of the Municipality, which may be in addition to audits by state offices and agencies as may be required under the general laws of Ohio.

(10) The power to require the Mayor, department heads, and Boards and Commissions to provide information and reports to the Council.

(11) To exercise all other powers granted to the Council by the Charter of the City of Canal Winchester and by the Constitution and laws of the State of Ohio.

Rule 7 - Meetings.

A. Regular Meetings: Council shall meet in regular session on the first and third Mondays of each month at 7:00 p.m. official time, except as may be modified by a schedule adopted by Council. All regular Council meetings shall be adjourned at no later than 11:00 p.m.

B. Organizational Meeting: The Council shall be a continuing body, but shall meet in the Council Chamber at its first meeting in January of each year for the purpose of organization. Council shall adopt, by majority vote of its members, its own Rules which shall not conflict with the Charter of the City of Canal Winchester and which shall remain in effect until amended, changed or repealed by a majority vote of the members of Council. The Rules shall go into immediate effect unless a later date is specified, and shall not be subject to initiative or referendum. The Rules of Council shall provide for the number, composition and manner of appointment of committees of Council, and such other matters as Council shall determine to be necessary for the proper functioning and government of Council. Council may appoint members to various city organizations such as CWJRD, Human

Services, CWICC and Destination Canal Winchester, etc. No more than two members of Council shall be appointed to the same organization. All official appointments shall be made in the form of a Resolution.

C. Special Meetings: Special meetings may be called, for any purpose, by the Mayor or any three members of the Council upon at least twenty-four (24) hours notice to the Mayor and each member of Council, which notice may be served personally or left at the usual place of residence. Members of the Council and the Mayor who attend special meetings of the Council or who are present at another regular or special meeting where a special meeting is announced by the presiding officer need not receive notice of the special meeting. Members of the Council and the Mayor may waive receipt of notice of a special meeting either prior or subsequent to the meeting.

D. Schedule of Council Affairs: The Clerk of Council shall maintain a schedule of Council affairs including therein the times, dates and places of all regularly scheduled meetings of Council, special meetings as they become necessary, regular meetings and public hearings of standing committees, and whenever practicable, meetings of special committees. The schedule shall also list the number and title of ordinances and resolutions set down for committee action and the date scheduled for the committee report.

Rule 8 – Committees.

A. Committees.

(1) The Council may choose each year to establish Work Sessions or Standing Committees. Such choice should be made by the last meeting in November each year to avoid any delay in committee activity. If Council chooses to hold Work Sessions, a Rules Committee and Committee of the Whole shall be formed and composed as set forth in subsections (A)(2)(c) and (d) and (B)(2) herein.

(2) If the Council chooses to establish individual committees, they should form the following Standing Committees by December 31, to avoid any delay in committee activity with the responsibilities shown. (It is to be noted that this Section 1 is directory in nature and not mandatory and is subject to the discretion of Council.)

a. Finance/Economic Development Committee

i. Review, investigate and recommend Council action in all fiscal matters before Council; including budgets, appropriations, taxes, assessments, employee wages and relations, insurance, expenditures and general monetary policy, including municipal insurance, and professional services as detailed in ordinance 40-11 and other special assignments.

ii. Review, investigate and recommend council action in all matters of economic development, annexation, zoning and subdivision regulations, Landmarks Commission, historical features and in all matters of downtown issues, building codes and inspection, Convention and Visitors Bureau and other special assignments.

b. Service/Safety Committee

i. Review, investigate and recommend Council action in all matters of city infrastructure including public service, streets, storm sewers, sanitary sewers, water, and other special assignments.

ii. Review, investigate and recommend Council action in all matters of public buildings and grounds, traffic safety, police protection, fire protection, health, civil defense, building codes and inspection, beautification and public park lands, recreational facilities, street trees, information technology, act as liaison

for the Canal Winchester Joint Recreation Board and other special assignments.

c. Rules Committee: Any resolution to amend the Rules of Council shall be referred to the Rules Committee where is hall be considered immediately, taking precedence over any other business before the committee, and the committee shall make a report on the resolution to amend at the next regular session of Council following its introduction. The Rules Committee shall meet at least once a year to review the standing rules of Council. The Rule Committee's authority shall include, but is not limited to, reviewing, investigating and recommending council action in areas involving eligibility for office and conflicts of interest. The Rules Committee shall also review, investigate and recommend council approval or disapproval of all candidates to fill vacancies for positions on City Council.

d. Committee of the Whole: Review, investigate and recommend Council action in all long range planning, potential capital improvement projects and any special topic as determined by Council. Committee of the Whole will be held as needed but no less than quarterly.

(3) If the Council chooses to establish individual committees, the newly elected President shall appoint, with approval by the majority vote of Council, standing committees. The appointment should be done no later than the organizational meeting prior to the first regular scheduled meeting in January of each year.

B. Composition of Committees.

(1) Work Sessions.

a. If the Council chooses to establish Work Sessions, the Work Sessions shall consist of all members of the Council. The Mayor shall be an ex-officio member of this committee.

b. The Vice President of Council shall serve as Chair of Work Sessions.

c. The Work Sessions will be divided into two areas of focus. One Work Session will focus on Finance/Economic Development and the second Work Session will focus on Service/Safety. While the Work Session will include an area of focus, other items may be brought before Council as needed.

(2) Standing Committees.

a. If the Council chooses to establish individual Standing Committees, the newly elected President shall appoint, with the approval by the majority vote of Council, standing committees.

b. Every effort shall be made by the President of Council to provide even representation on the standing committees. Each council person shall be asked to serve on two committees before allowing another council person to participate on a third committee or more.

c. The standing committees shall consist of a minimum of three members of Council, with the exception of the Economic/Finance Committee which will include four members of council.

d. Each standing committee shall select its own Chair; however, no member of Council shall serve as chairman of more than one committee. The Chair shall preside over all committee meetings and appoint a vice-chairman to serve in chairperson's absence. The Chair shall communicate with the Clerk of Council and staff in the preparation of the committee agenda and packet of information.

e. If desired, Council may appoint as many citizen advisory members as may be necessary, however, no citizen advisory members shall vote on the recommendations of the committee but may concur in either the majority or minority reports.

C. Committee Meetings:

(1) Meetings of all committees of Council shall be public meetings and whenever possible shall be held in public buildings; however, each committee by a majority of its voting members may elect to hold meetings wherever it deems necessary to properly further its assigned purpose. All committee meetings will be called by the Chair of the committee or two voting members giving notice of the date, time and place to all members of the committee and Clerk of Council. The Clerk of Council shall notify all members of Council of all committee meetings. Any member of Council shall have the right to sit with any committee; however, members of Council shall have a vote only when regularly assigned to such committee. Any committee meeting may be canceled or continued by majority vote of members of the committee. Each committee may adopt its own rules of order; however, in the absence of such rules the parliamentary procedure set forth in Robert's Rules of Order, newly revised, shall prevail.

(2) Each committee, excluding the Rules Committee, shall have at least one monthly meeting; not held at the same time as another committee meeting. No regular committee meeting may be held on regularly scheduled Council meeting times. This prohibition may be temporarily suspended by an affirmative vote of a majority of the members of Council. The Chair of each committee, except the Rules Committee, shall establish regular monthly meeting times at the first committee meeting of each year, so as to not have any conflicting times and dates. The committee meetings are regularly scheduled meetings of Council members.

D. Special Committees of Council/Special Assignments.

(1) The President of Council may from time to time appoint special committees for limited purposes, subject to the approval of the majority of Council. The statement of purpose of all special committees shall contain a section setting forth the length of time required to complete their special purpose. Special Committees shall not duplicate the function or purpose of the Committee of the Whole, Work Sessions, or other Standing Committees.

(2) Special Assignments: Temporary, special committees may be appointed by the President, with the approval of the majority of Council, to undertake some special task.

E. Mandatory Referral: Absent extraordinary circumstances, all ordinances and resolutions shall be reviewed by an appropriate committee and receive a recommendation of approval and a sponsor prior to being placed on Council's agenda. In the event that committee referral is impracticable, ordinances and resolutions shall be sponsored by an appropriate Committee member prior to being placed on Council agenda.

F. In order to receive a committee recommendation, a majority vote of the committee is necessary. The Mayor shall have a vote only in cases of a tie vote by committee members.

Rule 9 - Order of Business.

The business of regular Council meetings shall be transacted in the following order:

(1) Roll Call to determine if quorum is present
(2) Pledge and Moment of Reflective Silence*
(3) Reading and approval of prior meeting minutes
(4) Communications/Petitions
(5) Public Comments
(6) Ordinances and Resolutions (Each is to be labeled as Draft Ordinance or Draft Resolution, assigned with an appropriate number with the year, and name of the Council person who is

sponsoring it. All proposed legislation is to be listed in groups of third readings, second readings and first readings.)

(7) Mayor's Report
(8) Sheriff's Report
(9) Law Director's Report
(10) Finance Director's Report
(11) Public Service Director's Report
(12) Development Director's Report
(13) Staff Reports, as needed
(14) Council Reports
(15) Old Business
(16) New Business
(17) Adjournment to Executive Session
(18) Adjournment

* Moment of Reflective Silence shall be limited to 10 seconds. At each Organizational Meeting pursuant to Rule 7.B above, Council shall determine whether to include a Moment of Reflective Silence on the agenda for the ensuing two-year term of Council.

Rule 10 - Attendance.

Attendance at regular Council meetings shall ordinarily include the Finance Director, Director of Public Service, Development Director, Law Director, Sheriff Representative and such other staff and department heads as may be requested.

Meetings of Council are open to the public (RC 731.46).

Rule 11 - Record of Proceedings; Meeting Agenda.

A. Council shall adjourn its regular meetings at the time indicated in Rule 7 and, in the event that business has not been completed, Council shall adjourn on a day to day basis until the same is completed. The regular Council meeting agenda will be published on the Friday before the next meeting. Any member of the public wishing to discuss matters of public importance with Council shall be allowed five (5) minutes.

B. The Clerk of Council shall keep a record of all Council proceedings, rules, by-laws, resolutions, and ordinances passed or adopted, which shall be subject to inspection of all persons interested. In case of the absence of the Clerk of Council, Mayor shall appoint a staff member to perform the duties of Clerk of the Council.

C. The Clerk of Council shall prepare an agenda for every meeting, attend to all correspondence incidental to his or her office, and perform such other duties as may be assigned by Mayor, or as required by law.

D. A written report must be submitted by the Mayor, Finance Director and staff no later than Noon the Thursday prior to the next week's meeting. Council sponsored written reports are necessary only for items other than those covered by committee meeting minutes. Minutes of committee meetings must be provided as part of the Council agenda packet. Meeting packets consisting of the agenda, minutes to be approved, committee meeting minutes, staff and official reports, proposed ordinances and resolutions and any received communications will be provided by the Clerk of Council to Council, Mayor and Staff no later than Friday 4:00 p.m. prior to the next Council meeting of the month.

E. The Clerk of Council shall be notified by Staff of matters to be presented, including ordinances and resolutions, in order that they may be listed on the meeting agenda by 4:00 p.m. Wednesday. The

Mayor and the Clerk of Council will review and approve the agenda no later than Friday at Noon prior to Council.

F. After an ordinance or resolution is adopted, it shall be accompanied by a statement that it has been reviewed by Law Director and is correct as to form.

G. A change may be made to the published proposed agenda by the Clerk of Council if he or she shall deem a change necessary to add or delete any items. The Clerk of Council may make such changes to the proposed agenda at any time prior to the commencement of the Council meeting. After the Council meeting has commenced, any change to the published agenda shall not be made other than by a majority vote in Council on the motion to amend which shall not be debatable except for a brief statement of necessity by the maker of the motion. Such a motion shall require no second.

Rule 12 - Hearings before Council.

Council customarily accommodates visitors by providing a time of five (5) minutes to hear their concerns or requests, while under the main obligation of conducting its scheduled business within normal limits of time. The Presiding Officer may, in his or her discretion, allow visitors to speak more than five (5) minutes. Where electors, taxpayers, or any other person or persons desire a hearing which, in point of time, may exceed the time usually available, then Council shall schedule such public hearing by arranging for a special time and place thereof. Council shall adopt a Policy for Decorum at Public Meetings in order to impose reasonable guidelines for visitors attending and participating in hearings before Council.

Rule 13 - Opening Procedure; Quorum.

The President of the legislative authority shall take the chair at the time appointed for the Council to meet, and shall immediately call the members to order; he or she shall then determine if a quorum is present, call for the approval of the minutes from the previous Council meeting and continue on with the prescribed order of business.

A majority of all members elected shall be a quorum, but a less number may adjourn from day to day to compel the attendance of absent members in such matter and under such penalties as are described in Section 11.01 of the Charter of the City of Canal Winchester.

Rule 14 - Order and Decorum.

The President of the legislative authority shall preserve order and decorum, and confine members in debate to the question. He or she may in common with any other member, call any member to order who shall violate any of the rules**.** The Law Director shall serve as Parliamentarian with respect to all questions of order.

The presiding officer shall avoid any appearance of partisanship on any question. His or her function is solely to see that the business properly brought before Council is conducted in an orderly manner, and that the members of Council observe the rules of procedure. Council shall adopt a Policy for Decorum at Public Meetings in order to impose reasonable guidelines for visitors attending and participating in public meetings.

Rule 15 – Removal of Council Member

Council may punish or expel any member for disorderly conduct or violet of its rules, in accordance with Section 11.01 of the Charter of the City of Canal Winchester.

Rule 16 - Adjourned Meetings; Excusal during Meetings.

When the business of Council is not completed within the available time for a given meeting, the meeting, by motion of Council, may be adjourned to a definite time. When the Council reconvenes at the appointed time,

if a quorum is present, Council shall take up the business where it left off at its former meeting. An adjourned meeting is merely a continuation of the meeting from which it was adjourned and not for the introduction of new business.

No member shall be excused while Council is in session except upon permission of the Presiding Officer. No member shall be excused from attendance at a Council meeting, except upon roll call and by a vote of the majority of the members present.

It shall be the responsibility of the Council member to contact the Clerk of Council, Mayor or another Council member to provide notification of a pending absence.

Rule 17 - Voting
Every member present shall vote by a "yes", "no" or "abstain".

Rule 18 - First Readings.
When a sponsored ordinance is submitted to Council, it may be given a first reading at a regular meeting of Council or a special meeting called for such purpose. Resolutions shall be submitted to Council in the same manner however, per Charter 4.04 only require one reading for passage. At Council's request, an overview by the sponsoring Council member or staff must be given before the first reading of any ordinance or resolution.

Rule 19 - Second and Third Reading of Ordinances; Emergency Ordinances.
Each ordinance shall be given a second reading and a third reading at separate meetings; provided, however, Council may or may not, as Council so desires, suspend the rules requiring three readings by a vote of at least two-thirds of the members of Council, pursuant to Section 4.04 of the Charter. The ordinance is then ready for passage.

After a member moves for passage, a vote will be taken. If a majority of the members of Council approves the passage of the ordinance, it shall be signed by the Clerk of Council, and the presiding office of Council, Mayor and Law Director. Each emergency ordinance or resolution shall require an affirmative vote of at least two-thirds of the members of Council. Legislation passed as an emergency measure must have the reason stated for the emergency, and not in the more general terms that such action is "necessary for the peace, health, welfare and safety of the City".

In instances where a motion is made at the meeting to amend legislation to pass the ordinance as an emergency measure, the Presiding Officer shall allow visitors to speak in accordance with the Council Rules and Policy for Decorum at Public Meetings for a maximum of two minutes.

Rule 20 - Amending Resolution or Ordinance.
It shall be in order to amend a resolution or ordinance at any time, but if such ordinance is of a general or permanent nature, and such amendment is made after the second reading, a report shall be given by the sponsoring Council member and/or staff as to the nature of the amendment.

Rule 21 - Majority Defined; Two-Thirds or Three-fourths Defined.
Whenever the term "majority" is used herein, unless otherwise indicated, it shall be held to mean a majority of those elected to Council; likewise, whenever a two-thirds vote is indicated, it shall mean two-thirds of the members elected to Council. Thus, in a Council of seven members, a majority shall be four; two-thirds shall be five; and three-fourths shall be six.

No ordinance shall be passed by Council without the concurrence of a majority of the members.

Rule 22 - Limitations on Debate.
When an ordinance, resolution or motion is before Council, an adequate opportunity shall be provided for all members of Council to be heard. However, in order to expedite business and to assure that a minority cannot effectively abrogate the desire of the majority by dominating the floor and thus prevent a vote, the rules of discussion contained in the following requirements are set forth as the official policy of Council.

The Presiding Officer shall recognize members prior to such member taking the floor. No member shall be permitted to speak longer than five (5) minutes at any one time. No member shall be permitted to speak more than two times for or against the proposition under consideration. While members may yield to other members, the limitations set forth above shall prevail. No member shall be permitted to speak the second time until all members have been heard at least once or a member who has not been heard wishes the floor. The Presiding Officer, subject to challenge from the Council, may refuse the floor to any member when the tactics are obviously dilatory and not in the best interest of Council. The above rules may be suspended to permit unlimited debate by a vote of three-fourths majority of Council.

Rule 23 - Motions; When Debatable; Withdrawal.
When a motion is made and seconded, it shall be stated by the Presiding Officer before any debate shall be in order. Any such motion and any amendment thereto, may be withdrawn by the movers thereof at any time before the vote.

Rule 24 - Division of Question.
Any member may call for a division of the question, or the Presiding Officer may direct the same, and in either case the same shall be divided if it comprehends questions so distinct that one being taken away, the other will stand as an entire question for decision.

Rule 25 - Adjournment.
The motion to adjourn shall always be in order, unless Council is engaged in voting, and the motion to adjourn or lay on the table, or for the previous question, shall be decided without debate.

Rule 26 - Roberts Rules of Order.
In the absence of any rule upon the matter of business, the Council shall be governed by the current edition of "Roberts Rules of Order".

Rule 27 - Amendments.
These rules may be amended or altered or new rules adopted by a vote of the majority of all of the members elected at any meeting of the Council, on the report from the Rules Committee.

Rule 28 - Minutes of Council.
The Clerk of Council is responsible for keeping an accurate record of the minutes of all Council and Council committee meetings. All minutes of meetings shall be reduced in writing and a copy of the same shall be furnished to all Council members, Law Directors and Staff not later than three (3) days prior to the next regular meeting of Council, together with any available legislation.

Rule 29 - Sunshine Law.

A. (1) To establish a reasonable method for any person to determine the time and place of all regularly scheduled meetings and the time, place and purpose of all special meetings;

(2) Making provisions for giving advance notice of special meetings to the news media that have requested notification; and

(3) Making provisions for persons to request and obtain reasonable advance notification of all meetings at which any specific type of public business is to be discussed.

B. The Rule 29 is in addition to any applicable legal requirements as to notices to members of the municipality and to others in connection with specific meeting or specific subject matters.

C. The Clerk of Council shall post all agendas noting the time and place of regular and committee meetings on the City's website at least twenty-four (24) hours prior to the day of the next regular or committee meeting.

D. The Clerk of Council shall post a statement of the time and place of any organizational meeting of the municipal body at least twenty-four (24) hours before the time of such organizational meeting.

E. Upon adjournment of any regular or special meeting to another day, the Clerk of Council shall promptly post notice of the time and place of such adjourned meeting.

F. Except in the case of emergency special meetings, the Clerk of Council shall, if possible, at no later than twenty-four (24) hours before the time of a special meeting, post a statement of the time, place and purpose of such special meeting on the front of the Municipal Building (City Offices), Town Hall, and Community Center.

G. Any news medium organization that desires to be given advance notification of special meetings of any municipal body shall file with the Clerk of Council a written request therefore. Except in the event of any emergency requiring immediate action, a special meeting shall not be held unless at least twenty-four (24) hours advance notice of time, place and purpose of such meeting is given to the news media requesting advance notification.

H. News media requests for such advance notification of special meetings shall specify the municipal body that is the subject of such request; the name of the medium; the names, addresses and telephone numbers (during business hours) of two persons to either written or oral notification should be made and the name and telephone number of one person who can be reached by telephone at any hour for the purpose of notification. Each news medium shall be informed of such period of effectiveness at the time it files its request. Any notification provided herein to be given to the Clerk of Council or may be given under authority of the Clerk of Council, and a reasonable attempt of notification shall constitute notification in compliance with these rules.

I. The Clerk of Council shall give such oral or written notification, or both, as the Clerk of Council determines, to the news media that have requested advance notification, of the time, place and purpose of such special meeting, at least twenty-four (24) hours prior to the time of such special meeting. In the event of emergency meeting a lesser time than twenty-four (24) hours may be given. The minutes or the call, or both, of any such special meeting shall state the general nature of the emergency requiring immediate official action.

ORD-18-024

AN ORDINANCE AUTHORIZING THE MAYOR AND CLERK TO ACCEPT AND EXECUTE THE PLAT FOR THE VILLAGES AT WESTCHESTER SECTION 10, PART 2

WHEREAS, pursuant to Section 1117.04 (f) is provided that Council shall be presented final plats for final approval of subdivisions; and

WHEREAS, a final plat for the Villages at Westchester Section 10, Part 2 has been presented to the Planning Commission with a recommendation to City Council for approval;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CANAL WINCHESTER, STATE OF OHIO:

SECTION 1. That the Mayor and Clerk be and hereby are authorized to execute and accept the final plat of the Villages at Westchester Section 10, Part 2.

SECTION 2. That this ordinance shall take effect and be in force from and after the earliest period allowed by law.

DATE PASSED:_____

_____
PRESIDENT OF COUNCIL

ATTEST: _____
CLERK OF COUNCIL

_____
MAYOR

DATE APPROVED:_____

APPROVED AS TO FORM:

_____
LEGAL COUNCIL

I hereby certify that the ordinance as set forth above was published for a period of not less than fifteen days after passage by the Council, by posting a copy thereof in not less than three (3) public places in the municipal corporation, as determined by Council and as set forth in the Canal Winchester Charter.

_____
Finance Director/Clerk of Council

ORDINANCE NO. 18-025

AN ORDINANCE AMENDING SECTION 1161.04 OF THE CODIFIED ORDINANCES REGARDING OLD TOWN COMMERCIAL ZONING DISTRICT

WHEREAS, in order to promote mixed use development within the historic district and preservation area of Canal Winchester, a mixed use has been added as a permitted use in the OTC – Old Town Commercial district and other various changes to enhance the Old Town area have been proposed; and

WHEREAS, the Planning and Zoning Commission initiated Application #ZA-18-002 and following a public hearing held on May 14, 2018 has recommended approval of this ordinance; and

WHEREAS, notice of a public hearing has been duly advertised and the public hearing has been held before the Council of the City of Canal Winchester.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CANAL WINCHESTER, STATE OF OHIO:

Section 1. That Section 1161.04 of the Codified Ordinances of the City of Canal Winchester, shall hereby be amended to read as follows:

CHAPTER 1161
Old Town Zoning Districts

1161.04 OLD TOWN COMMERICAL (OT-C)

(a) Permitted Uses. Land and buildings in the Old Town Commercial District (OT-C) shall be used only for the following purposes:

(1) Retail Stores. Retail stores primarily engaged in selling merchandise for personal or household consumption and rendering services incidental to the sale of the goods (including the buying or processing of goods for resale) including:

A. General Merchandise: Hardware stores, department stores, mail order houses, limited price variety stores, and miscellaneous general merchandise stores.

B. Food: Grocery stores, meat and fish (seafood) markets, fruit stores and vegetable markets, candy, nut and confectionery stores, dairy products stores, retail bakeries, supermarkets, and miscellaneous food stores.

C. Apparel: Clothing, accessories and personal furnishing stores, shoe stores, custom tailors, furriers and fur shops, and miscellaneous apparel and accessory stores.

D. Home Furnishings: Furniture, home furnishings, and equipment stores, household appliance stores, and radio, television and music stores.

E. Eating and drinking places.

F. Electronic products.

G. Video rental store.

H. Miscellaneous Retail: Drug stores and proprietary stores, antique stores and secondhand stores, stationery stores, sporting goods stores and bicycle shops, jewelry stores, florists, cigar stores, news dealers, camera and photographic supply stores, gift, novelty and souvenir shops, optical goods stores, and miscellaneous retail stores not elsewhere classified.

I. Business Services: Advertising, duplicating, addressing blueprinting, photocopying, mailing, stenography, and business services not elsewhere classified.

(2) Business and Professional Offices. Business offices engaged in providing tangible and intangible services to the public, involving both persons and their possessions, including:

A. Administrative, Business and Professional Offices: Administrative offices primarily engaged in general administration, supervision, purchasing, accounting and other management functions, and professional offices engaged in providing tangible and intangible services to the general public, involving both persons and possessions, including financial services, real estate and insurance.

B. Professional: Offices of physicians and surgeons, dentists and dental surgeons, chiropractors, medical and dental laboratories, health and allied sciences not elsewhere classified, legal services, design services including engineering, architecture, landscape architecture, urban planning, graphic arts and interior design, and accounting, auditing and bookkeeping services.

C. Health care maintenance and emergency services.

(3) Personal and Consumer Services. Personal services generally involving the care of the person or his/her personal effects and consumer services generally involving the care and maintenance of tangible property or the provision of intangible services for personal consumption, including:

A. Personal: Photographic studios, including commercial photography, beauty shops, barber shops, fitness studios and personal training, shoe repair shops, pressing, alteration and garment repair, and miscellaneous personal service.

B. Repair Services: Electrical repair shops, watch, clock and jewelry repair, reupholsters and furniture repair, and similar household item repair shops and related services.

(4) Museums.

(5) Residential. Single family residential shall be permitted following the standards of 1161.02 and 1161.03, respectively, and any other sections of this Zoning Code applicable to residential development.

(6) Mixed Use. Multi-family residential shall be permitted within a mixed use building provided that no less than seventy percent (70%) of the ground floor area is used for commercial purposes which are open to the public to obtain goods or services. The multi-family residential units within a mixed use building shall meet the following standards.

A. Mixed use structures shall not exceed a residential density greater than twenty (20) units per acre or twenty-four (24) units per building.

B. Dwelling Dimensions: The following dwelling dimensions measured in terms of square footage shall apply to all multi-family residential dwellings within a Mixed Use structure in the Old Town Commercial District (OT-C):

DWELLING TYPE	FINISHED FLOOR AREA (square feet)
One Bedroom	700

Each Additional Bedroom	160

C. Parking: There shall be a minimum of 1 parking space for each one residential unit located in the mixed use building, and a minimum of one parking space per 1,000 square feet or fraction thereof for the commercial space located within the building located on the same parcel, or a parcel under the control of the same owner within 300 feet of the parcel.

(b) Conditional Uses. The following uses may be allowed in the Old Town Commercial District (OT-C) subject to approval in accordance with Chapter 1145:

(1) Automobile repair and services, automobile convenience markets, and automobile car washes as an accessory use.

(2) Recreation. Theaters, dance halls, dance studios, dance schools, bowling, swimming pools, martial arts studios, and skating rinks.

(2) Convenient Food Markets. Establishments for the sale of food only, gas pumps are not permitted.

(3) Bed and Breakfast. Following the same standards as found in Section 1161.02(b)(6).

(4) Licensed massage parlors.

(5) Animal Grooming or Training. Any grooming, training, or related activities of more than one animal commenced outside shall not be located within two-hundred (200) feet of R-1, R-3, MF-A, MF-C, AR-1, OT-SF, OT-MF and PRD zoning districts or residential sections of PUD, TND and PCND zoning districts. A designated area shall be identified for animals to relieve themselves.

(6) Sale of firearms, ammunition, or other deadly weapons.

(7) Drive-up window service or drive in restaurants.

(8) Exterminators.

(9) Other compatible uses not expressly prohibited by 1161.04(c).

(c) Prohibited Uses. The following uses shall be prohibited in the Old Town Commercial District (OT-C):

(1) Automobile service stations, automobile car washes as a principal use, automobile parking lots or garages as a principle use unless publically owned, and automobile sales unless exempted as a casual sale in Section 1153.20.

(2) Hotels and motels.

(3) Recreational uses except publicly owned & operated parks and recreational facilities.

(4) Offices of veterinarians and animal hospitals.

(5) Commercial kennels.

(6) Pool halls as defined in Section 701.01(c).

(7) Outdoor lumberyards.

(8) Pawn shops.

(9) Check cashing or short term loan establishments as a primary use.

(10) Funeral homes.

(11) Rehabilitation centers for drug addiction, alcohol addiction or other dependency.

(12) Mini-warehouses

(13) Laundromats

(d) Development Standards.

(1) Lot and Building Requirements. The following lot and building requirements are minimum standards, except where noted, and shall apply in the Old Town Commercial District (OT-C):

A. Lot Area: No minimum lot area is required, however, all lots shall abut an improved public right-of-way and lot area shall be adequate to provide the required yard space.

B. Lot Coverage (Maximum): No maximum lot coverage is required, however, the lot coverage shall be adequate to provide the required yard space.

C. Lot Width: No minimum lot width is required, however, all lots shall abut an improved public right-of-way and have adequate width to provide the required yard space and meet minimum access requirements.

D. Front Yard Build to Line: The principle structure shall be located no more than three (3) feet from the build to line. At least fifty (50) percent of the building's front elevation shall be located within the applicable variation from the build-to line range. No part of any structure shall be permitted within the public right of way. The build to line shall be calculated as the distance from the right of way equal to the average setback from the right of way of the existing buildings on the same side of the street. Buildings used in the build to line calculation shall meet the following:

i. Front on the same street as the subject property.

ii. Be located between the nearest cross streets, not including alleys.

iii. Be located on a property with an OT-C, OT-SF or OT-MF zoning.

E. Side Yard Setback: Zero (0) feet if the property does not directly about a residentially zoned district. If the property abuts a residential district, the side yard setback from the side abutting the residential zoning district shall be eight (8) feet as measured from the side property line. Eaves, cornices, canopies, windowsills, balconies, bay windows, chimneys, or other architectural features shall not extend past any property line.

F. Rear Yard Setback: Twenty (20) feet as measured from the rear property line; an accessory building may be located in the rear yard no less than eight (8) feet from the rear property line.

(2) Outdoor Display or Storage of Materials. The placement of outdoor display or storage of materials shall be permitted per the following requirements:

A. The size of outdoor display or storage of materials areas for a single property shall not exceed twenty-five (25) square feet or exceed eight (8) feet in height. Outdoor display or storage of materials encompassing more than twenty-five (25) square feet in area shall be subject to Section 1181.02.

B. Any items displayed or stored shall only be placed outdoors during normal business hours of the business displaying or storing the item.

C. Outdoor display or storage areas shall not project into the right of way.

D. The outdoor display or storage of materials shall not have a substantial adverse impact on the use, enjoyment or property values of adjoining properties.

E. Any outdoor display or storage of materials not in conformance with this Zoning Code shall be considered in violation of Section 1135.10.

(3) Outdoor Seating in the Public Right of Way. Outdoor seating in the public right of way shall be permitted per the following requirements:

A. Permit Required. No outdoor seating in the public right of way shall be conducted until a Special Right of Way Permit application has been submitted and issued per the requirements of Sections 1197.03 and 1197.04. Staff may administratively renew the grant of consent on a year-to-year basis provided the continued use of the right of way does not adversely affect the public health, safety and welfare.

B. Indemnity Agreement. An indemnity agreement shall be submitted with the Special Right of Way Permit application. Such agreement shall provide that the applicant will hold the City of Canal Winchester and its officials and employees harmless of all liability which might arise as a result of accidents, injuries or damages suffered within the public right of way or as a result of the use of the right-of-way as authorized by this section, and to fully indemnify the City of Canal Winchester, its officials and employees, in the event the City is required to pay such losses. The applicant must keep current liability insurance in the minimum amount of one million ($1,000,000.00) listing the City of Canal Winchester as an additional insured during the time of operation of any outdoor seating in the public right of way.

C. The permit holder is responsible for ensuring that all activity is contained within the approved area identified on the permit.

D. The use of public right of way for outdoor dining shall only be permitted incidental to the operation of a business on private abutting property. The outdoor dining area shall only project into the right of way directly adjacent to the subject business space.

E. Any projections into the right of way shall maintain a minimum of five (5) feet of unobstructed sidewalk width between the outdoor seating and the curb for pedestrian traffic.

F. All items placed in the right of way, including, but not limited to chairs, tables, fencing, lighting and refuse containers, shall be temporary in nature and shall be constructed and displayed in such a manner as to allow for their easy removal. The design, quality, materials and colors used for such items shall complement the architectural style and colors used on the associated building. All items placed in the right-of-way shall receive Certificate of Appropriateness approval, issued by the Landmarks Commission, per section 1175.01(e).

G. Portable umbrellas are permitted provided they do not interfere with the required unobstructed sidewalk and do not contain advertising.

H. The preparation of food, beverages, and other items shall take place inside the associated establishment.

I. Outdoor dining in the public right of way shall not be open to patrons between the hours of 11:00 p.m. and 6:00 a.m.

J. A Special Right of Way Permit for outdoor seating in the public right of way may be suspended or revoked at any time (upon a fourteen (14) day notice) for a public use of the right of way such as street, sidewalk or utility maintenance, sidewalk or street widening, public festivals or other event. All, or a portion of, outdoor dining shall be removed from the right of way during the permit suspension at the discretion of the City of Canal Winchester.

K. A Special Right of Way Permit for outdoor seating in the public right of way may be revoked at any time (upon a fourteen (14) day notice) for failure to comply with the regulations set forth in Section 1161.04(3). Outdoor seating remaining in the public right of way after a notice to remove has been issued shall be in violation of Section 1135.10.

L. In the event the outdoor seating is abandoned or not being utilized, the right of way shall be restored to the current condition.

(4) Supplemental Standards. The following supplemental standards shall apply within the Old Town Commercial District (OT-C):

A. The height of a building shall not exceed any of the following: Forty (40) feet, or three (3) stories.

B. Applicable standards shall be met in corresponding chapters of this Zoning Code.

Section 2: That this ordinance shall take effect and be in force from and after the earliest period allowed by law.

DATE PASSED_____ _____
PRESIDENT OF COUNCIL

ATTEST_____ _____
CLERK OF COUNCIL MAYOR

DATE APPROVED_____

APPROVED AS TO FORM:

_____
LEGAL COUNSEL

I hereby certify that the ordinance as set forth above was published for a period of not less than fifteen days after passage by the Council, by posting a copy thereof in not less than three (3) public places in the municipal corporation, as determined by Council and as set forth in the Canal Winchester Charter.

_____
Finance Director/Clerk of Council

APPROVED AS TO FORM:

_____
LAW DIRECTOR

I hereby certify that the ordinance as set forth above was published for a period of not less than fifteen days after passage by the Council, by posting a copy thereof in not less than three (3) public places in the municipal corporation, as determined by Council and as set forth in the Canal Winchester Charter.

_____
Finance Director/Clerk of Council

ORDINANCE NO. 18-026

AN ORDINANCE TO AMEND THE 2018 APPROPRIATIONS ORDINANCE 17-049, AMENDMENT #3

WHEREAS, the City Council desires to proceed with activities of the City which require changes in the appropriations to accommodate those activities;

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CANAL WINCHESTER, OHIO:

Section 1: That the 2018 Annual Appropriations Ordinance be amended by appropriating from the unappropriated monies of the Bed Tax Fund $165,000.00 to the following functions; and

Department	**Function**	**Amount**
Pool	Capital Outlay	$ 25,000.00
Urban Forester	Operating Expenses	$ 15,000.00
Construction Services	Operating Expenses	$ 125,000.00

Section 2: That this ordinance shall take effect and be in force from and after the earliest period allowed by law.

DATE PASSED_____

_____
PRESIDENT OF COUNCIL

ATTEST_____
CLERK OF COUNCIL

_____
MAYOR

DATE APPROVED_____

APPROVED AS TO FORM:

_____
LEGAL COUNSEL

I hereby certify that the ordinance as set forth above was published for a period of not less than fifteen days after passage by the Council, by posting a copy thereof in not less than three (3) public places in the municipal corporation, as determined by Council and as set forth in the Canal Winchester Charter.

_____
Finance Director/Clerk of Council

COUNCIL UPDATE

June 28, 2018

Finance Department

Amanda Jackson, Finance Director

Project Status:

Utility Rate Ordinance – As reported previously, Matt Peoples and I are working on a new 4-year utility rate ordinance to be presented to Council after the July recess.

McGill Park - The Mayor and I are continuing to meet with our fundraising consultants and explore various grant opportunities available to us. We are also working on various public relations items with our consultants as we continue to get the word out about the new park. This is a long process that works in conjunction with the various planning steps necessary to make a project like this come to fruition.

2019 Appropriations – The fall is quickly approaching and as such, the 2019 Appropriations will be on the top of my to-do list. I anticipate presenting these to Council by the end of October.

COUNCIL UPDATE

June 27, 2018

Department of Public Service

Matthew C. Peoples, Director

Project Status:

Recycle Station: We have not experienced any dumping issues with the removal of the recycle station but will continue to monitor.

Gender Road Paving: ODOT will be paving Gender Rd. from US Rt. 33 to Lithopolis Rd. in FY 2020 (beginning July, 2019) as part of their Urban Paving Program. The program pays 80% of the costs of paving related items with the city being responsible for the remaining 20% and all ancillary items such as pavement repairs, guardrail, drainage and lighting. The initial estimate for the paving portion is $702,273 with our portion being $140,455. We are discussing whether to include this in the 2019 budget as part of the street program or not.

Westchester Park Improvements: We have submitted the NatureWorks grant application to assist with funding of the project and expect results around November.

Eagle Scout Project: Jared Tomlinson is scheduling the installation of the signs and trail markers that will finalize this project.

Utility Rates/Fees: We are in the last year of a 4-year utility user rate increase and are preparing calculations for the next set of increases. Additionally, we have been reviewing our utility capacity fee ordinance and have identified some modifications we would like to make. Our expectation is to present these items to Council at the August meetings for consideration.

McGill Park: We are working with OHM on a grading/drainage/utilities design for the park. We hope to begin a project this year that would turf growing in order to get sufficient growing seasons before any activity starts on them. Funds for the design is included in the request for an appropriation amendment to be presented to Council at the July 2nd meeting.

Gender IV OPWC Project: The road closure for the railroad crossing upgrades is scheduled for this weekend. This work will require all traffic to be detoured with the detour route being US Route 33 to Hamilton Rd./State Route 317 to Groveport Rd.

2018 Street Capital Improvement Program: Contractor is progressing on the project with concrete work, asphalt repairs, and paving being completed.

ODOT Maintenance: Mayor Ebert and I meet with ODOT representatives to discuss maintenance responsibilities of US Rout 33. Not much was rectified, though we were able to identify a few inconsistencies with their position. However, Gene has been working on ODOT's general counsel from a previous meeting and we are working on the possibility of a compromise to share in the maintenance responsibility.

COUNCIL UPDATE

June 27, 2018

Division of Urban Forestry

Dick Miller, Urban Forester

Project Status:

Towing Path Parking Lot: Landscape is complete. Changes to the west end of the parking area near Washington Street may necessitate some additional plant material in the future.

Community Center Rain Garden Renovation: Franklin Soil and Water has offered to improve the city's rain garden in the fall of 2018. The new design will affect water retention time and plant diversity to improve the function of that storm water control feature.

Pruning requests: Several calls have been received for tree pruning. When the chipper becomes available to our crew we will work on these tasks in the order they were received.

Tree Care: The forestry crew has been removing 'volcano mulching' on street trees, suckering stems, removing old tree stakes, applying tree guards to prevent weed eater damage, straightening leaning trees, and improving nature paths.

COUNCIL UPDATE

June 27, 2018

Division of Water Reclamation

Steve Smith, Superintendent

Project Status:

Albion St. Sewer: The contract for the sewer line replacement was awarded to Seals Excavating and work is to commence when weather conditions allow. Meanwhile, quarterly jetting of the line to ensure uninterrupted service continues.

Odor/Corrosion Control System: The system is working as planned and to date we have received no odor complaints (related to the sanitary sewer system) in the area.

NPDES Permit Renewal: The city has received the draft NPDES (National Pollutant Discharge System) permit. This is the document allowing the Water Reclamation plant to operate, and outlining the parameters under which it must adhere. The new proposed permit will not be requiring phosphorus removal, which could have cost the city as much as 1.5 million dollars in the 5 year permit period. Some other minor issues arose but we believe we will be able to meet the proposed standards.

Safety: The city has been awarded the Ohio Water Environment Association (OWEA) highest safety award for its successful safety program and new city safety manual.

COUNCIL UPDATE

June 27, 2018

Division of Streets, Lands and Buildings

Shawn Starcher, Superintendent

Project Status:

Spraying: Crews have completed roadside herbicide spraying and will begin residential gutter pan spraying as weather permits.

Tree & Brush Clearing: Crews have begun clearing fallen trees and brush that is restricting roadside mowing areas along U.S. Route 33 and at city parks

Training: Rhett Young and I completed a Supervisors Snow and Ice workshop and Training Course at the APWA Conference in Toledo.

COUNCIL UPDATE

June 27, 2018

Division of Information Technology

Rick Brown, Coordinator

Project Status:

Certification: Completed Ethical Hacker certification through International Council of Electronic Commerce Consultants (EC-Council).

Network Environment: Continuing with server infrastructure upgrade. Only three servers remain to convert to the new architecture and we are preparing external services to migrate the final two servers.

Phone Issues: Continuing to work with our provider on service issues with phones.

Capital Improvements Plan (CIP): Completed draft version of IT CIP for budgeting process. Will revise and update as part of the appropriations process.

Updates: In the process of updating all equipment firmware and continuing to keep all software updated.

Security Training: There will be a technology class to be scheduled for new Council members and employees.

COUNCIL UPDATE

June 27, 2018

Division of Water

Joe Taylor, Superintendent

Project Status:

Meters/Shutoffs: Staff read meters on Monday the 25th and had approximately 19 work orders as a result. The average work orders processed after meter readings are dropping since the AMI installs. Shut offs were performed on Wednesday the 27th with 53 properties on the list; of those 37 were shut off.

Gender IV Project: Working with Strawser Paving on line shutdowns, valve operations, and line-stop on the Gender road water line.

Filter #3: Based on the media analysis done by the manufacturer, we plan to replace 4" of anthracite with 4" of greensand next week to get the filter back to acceptable levels.

AMI: Staff is continuing its efforts installing Zenner AMI meters with approximately 1,095 installed.

COUNCIL UPDATE

June 28, 2018

Construction Services Department
Bill Sims, Administrator

ACTION NEEDED BY COUNCIL: None at this time.

Capital Improvement Projects

2018 Street Program: Paving work completed. Sidewalk program continuing. Punch out work to complete. Substantial Completion date July 17th.

Gender Rd. Ph. 4: Railroad track replacement occurred 6/28 to 7/2. Clearing complete. Phase 1 widening work beginning this week.

Private Development Projects

Canal Cove Sec. 5: Westport Homes. Paving complete. Sidewalk and sidewalk ramps yet to be installed.

Crossroads Church: Site plans and roadway plans reviewed. Developer's engineer working on bridge design.

Winchester Veterinary Clinic: Preconstruction conducted 9/20/17. Construction dormant due to design issues.

New Faith Church: Preconstruction Meeting held. Site work has commenced. Building being framed.

Brew Dog Hotel: Utility relocations performed. Parking lot under construction. Building under construction.

Winchester Ridge Phase 3: Roadways under construction. Building #1 under construction.

Villages At Westchester Sec. 10-2 & 9-1: Utility work complete. Roadway work to begin early July.

Villages At Westchester Section 12-2,part 3: Preconstruction Meeting conducted 2/8/18. Rough earthwork has begun.

COTA Park & Ride: Preconstruction meeting held. Project anticipated to start any day.

TransCanada Pipeline Replacement: Clearing complete. Access drives being constructed. Pipeline work anticipated to begin any day.

Canal Winchester High School Additions: Work began 6/21. Private sanitary sewer construction started.

Jeff Wyler - Chrysler Dodge Jeep & Ram: Preconstruction meeting conducted. Site work to start in the next two weeks.

COUNCIL UPDATE

June 27, 2018

Development Department

Lucas Haire, Director

Development Report

- COTA has mobilized on their site and will begin work soon on Gender Road.
- The Canal Winchester High Schools began site work.
- Wyler Chrysler, Dodge, Jeep, Ram dealership began construction.
- Grand Communities Limited has begun work on Section 12-2 III at the Villages at Westchester. This will make 25 additional building lots available on the west side of Gender Road.

New Businesses

- Canal Investment Partners, LLC (Wilcox Communities) submitted plans along with Ryan Homes for a preliminary review of a minor modification to the approved Turning Stone PUD and Preliminary Plan. It was determined by Planning and Zoning Commission that the proposed changes would qualify as a minor modification. It is likely that they will return with revised plans to Planning and Zoning Commission based on the concept later this summer.
- The first meeting of the Residential Design Standards Committee was held on June 20th. It was determined that our existing Residential Design Standards should be revised. The next meeting is scheduled for July 18 at 4:30pm at the Interurban Building.