

**FAIRFIELD CITY COUNCIL
REGULAR MEETING AGENDA
FAIRFIELD MUNICIPAL BUILDING
5350 PLEASANT AVENUE
FAIRFIELD, OHIO 45014**

Tuesday, October 11, 2016

7:00 PM

MAYOR.....STEVE MILLER
COUNCILMEMBER 1ST WARD.....BOB MYRON
COUNCILMEMBER 2ND WARD.....CRAIG W. KELLER
COUNCILMEMBER 3RD WARD.....DEBBIE PENNINGTON
COUNCILMEMBER 4TH WARD.....TIM ABBOTT

COUNCILMEMBER AT-LARGE...CHAD OBERSON
COUNCILMEMBER AT-LARGE...MIKE SNYDER
COUNCILMEMBER AT-LARGE...BILL WOESTE
CITY MANAGER.....MARK WENDLING
CLERK OF COUNCIL.....ALISHA WILSON
LAW DIRECTOR.....JOHN H. CLEMMONS

Guidelines for Citizen Comments: Thank you for your interest and participation in city government. Fairfield City Council's Guidelines for Citizen Comments describe the rules for addressing City Council. The guidelines are posted in the Council Chambers.

ADA Notice: The City of Fairfield is pleased to provide accommodations to disabled individuals or groups and encourage full participation in city government. Should special accommodations be required, please contact the Clerk of Council at 867-5383 at least 48 hours in advance of the meeting.

1. **Call to Order**
2. **Prayer/Pledge of Allegiance**
3. **Roll Call**
4. **Agenda Modifications**
5. **Executive Session Requests**
6. **Special Presentations and Citizen Comments**
 - a) Oath of Office – Firefighters Gabe Owens and Joe Guggenbiller
 - b) Chamber of Commerce Update
7. **Public Hearing(s)**
8. **Mayor/Council Reports**
9. **Approval of Minutes**
 - a) Regular Meeting Minutes of September 26, 2016
10. **OLD BUSINESS**

(A) **DEVELOPMENT SERVICES COMMITTEE**
Bill Woeste, Chairman; Bob Myron, Vice Chairman; Mike Snyder, Member

- (1) Ordinance to amend various chapters of the Zoning Code of Ordinance No. 166-84, the Codified Ordinances of Fairfield, Ohio.
 - Motion – Amend
 - Ordinance – Second Reading
- (2) Ordinance to authorize the City Manager to execute the FY 2017 Community Development Block Grant (CDBG) application and agreement and declaring an emergency.
 - Ordinance – Second Reading

(B) **PUBLIC WORKS COMMITTEE**

Chad Oberson, Chairman; Mike Snyder, Vice Chairman; Bill Woeste, Member

- (1) Ordinance to authorize the City Manager to enter into a contract with Ohio Department of Transportation (ODOT) for Bridge Inspection Services.
 - Ordinance – Second Reading

11. NEW BUSINESS

(A) **PUBLIC UTILITIES COMMITTEE**

Mike Snyder, Chairman; Chad Oberson, Vice Chairman; Bob Myron, Member

- (1) Ordinance to authorize the City Manager to enter into a Local Government Innovation Fund (LGIF) grant application to fund a feasibility study of a regional biosolids processing facility and enter into an agreement with LGIF (Local Government Innovation Fund) if grant funding is approved.
 - Motion – Read by Title Only (Optional)
 - Ordinance – First Reading
 - Motion – Suspend Second and Third Readings
 - Motion – Adoption

(B) **PUBLIC SAFETY COMMITTEE**

Craig Keller, Chairman; Tim Abbott, Vice Chairman; Chad Oberson, Member

- (1) Ordinance to authorize the City Manager to enter into an agreement with E. One, Inc. to purchase an E One HP78 EMax Quint Aerial Apparatus for the Fire Department and declaring an emergency.
 - Motion – Read by Title Only (Optional)
 - Ordinance – First Reading
 - Motion – Suspend Second and Third Readings
 - Motion – Adoption

(C) **FINANCE & BUDGET COMMITTEE**

Tim Abbott, Chairman; Debbie Pennington, Vice Chairman; Craig Keller, Member

- (1) Ordinance to amend Ordinance No. 107-15 entitled “An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2016, and ending December 31, 2016.”

*Reconcile Accounts.

- Motion – Read by Title Only (Optional)
 - Ordinance – First Reading
 - Motion – Suspend Second and Third Readings
 - Motion – Adoption
- (2) Ordinance to amend Ordinance No. 107-15 entitled “An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2016, and ending December 31, 2016.”

*Contractual Appropriations – \$773,410 for purchase of 78 ft. Aerial Apparatus for Fire Department.

- Motion – Read by Title Only (Optional)
- Ordinance – First Reading
- Motion – Suspend Second and Third Readings
- Motion – Adoption

- (3) Ordinance to amend Ordinance No. 107-15 entitled “An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2016, and ending December 31, 2016.”

*Non-Contractual Appropriations – \$19,280 for design of South Gilmore Road wall replacement; \$21,290 for facilities energy upgrades (Justice Center and Public Works lighting); \$18,620 for replacement of computer workstations, servers and related equipment; \$22,775 for upgrade and continued support of virus protection software and use of Adobe suite of software packages.

- Motion – Read by Title Only (Optional)
- Ordinance – First Reading
- Motion – Suspend Second and Third Readings
- Motion – Adoption

12. Meeting Schedule

Monday, October 24	Council-Manager Briefing, 6:00 p.m.; Regular Meeting, 7:00 p.m.
Monday, November 14	Council-Manager Briefing, 6:00 p.m.; Regular Meeting, 7:00 p.m.
Monday, November 28	Council-Manager Briefing, 5:30 p.m.; Regular Meeting, 7:00 p.m.

13. Executive Session of Council (if needed)

14. Adjournment

AGENDA

**COUNCIL-MANAGER BRIEFING
FAIRFIELD MUNICIPAL BUILDING
5350 PLEASANT AVENUE**

**TUESDAY, OCTOBER 11, 2016
6:00 P.M.**

1. Harbin Park Update

MINUTES
REGULAR MEETING OF COUNCIL
SEPTEMBER 26, 2016

Call to Order

Mayor Steve Miller called the Regular Meeting of Council to order at 7:00 PM at the Fairfield Municipal Building, 5350 Pleasant Avenue.

Prayer/Pledge of Allegiance

Councilmember Pennington led in prayer and the Pledge of Allegiance.

Roll Call

Clerk Wilson called the roll of Council. Present members were Councilmember Bob Myron, Councilmember Craig Keller, Councilmember Debbie Pennington, Councilmember Chad Oberson, Councilmember Mike Snyder, and Councilmember Bill Woeste.

Councilmember Oberson, seconded by Councilmember Woeste, moved to excuse Councilmember Abbott. Motion carried 6-0.

Agenda Modifications

No agenda modifications.

Executive Session Requests

No Executive Session requests.

Special Presentations and Citizen Comments

Chamber of Commerce Update

Kert Radel, President of the Chamber of Commerce, introduced the Young Professionals group, who announced their food drive in October and November.

Public Hearing(s)

Joint Public Hearing – Planning & Zoning Code Changes

Mayor Miller opened the public hearing at 7:07 PM. Clerk Wilson read the hearing notice and called the roll of Planning Commission. Commissioners Hasselbeck, Hassler, D'Epifanio, Lepsky and Begley in attendance. Councilmember Snyder, seconded by Councilmember Woeste, moved to excuse Commissioner Paullus. Planning Manager Erin Donovan discussed the proposed changes to the Planning & Zoning Code and the remaining steps of the process (see attached slides). Mayor Miller closed the public hearing at 7:18 PM.

Mayor/Council Reports

Councilmember Myron announced the closing of Symmes Tavern. He also announced the Trick-or-Treat hours from 6:00-8:00 PM on October 31.

Councilmember Pennington announced the Fairfield Footlighters presentation on October 1-3, as well as the Huffman Park session titled "Bees in Winter." She also reminded everyone of the Farmers Market on Wednesdays through October 19.

Councilmember Oberson reported that John Gray Road is closed for bridge work and the Holden/Rt. 4

project is coming along.

Councilmember Snyder welcomed Boy Scouts Troop 969 from St. Mark's. He also updated that the Mack Road Water Storage Tank rehabilitation project is on schedule for completion by mid-October. The next tank for improvements is Winton Road.

Councilmember Woeste thanked Kert Radel for introducing the Young Professionals group to Council. He also announced the Business Showcase at Receptions on October 5.

Approval of Minutes

Regular Meeting Minutes of September 12, 2016

- The Regular Meeting Minutes of September 12, 2016 were approved as written and submitted.

OLD BUSINESS

DEVELOPMENT SERVICES COMMITTEE

Bill Woeste, Chairman; Bob Myron, Vice Chairman; Mike Snyder, Member

Ordinance to amend various chapters of the Zoning Code of Ordinance No. 166-84, the Codified Ordinances of Fairfield, Ohio.

Legislative Action: The second reading of this ordinance was held for Planning Commission recommendation.

NEW BUSINESS

COMMUNITY & PUBLIC RELATIONS COMMITTEE

Bob Myron, Chairman; Bill Woeste, Vice Chairman; Debbie Pennington, Member

Simple Motion: Motion to approve the November and December 2016 meeting schedule as detailed in the Council Letter 11(A)(1).

Councilmember Myron, seconded by Councilmember Pennington, moved to approve the November and December 2016 meeting schedule. Motion carried 6-0. SIMPLE MOTION NO. 18-16. APPROVED 6-0.

DEVELOPMENT SERVICES COMMITTEE

Bill Woeste, Chairman; Bob Myron, Vice Chairman; Mike Snyder, Member

Ordinance to authorize the City Manager to execute the FY 2017 Community Development Block Grant (CDBG) application and agreement and declaring an emergency.

Councilmember Bill Woeste, seconded by Councilmember Chad Oberson moved to read the following ordinance by title only. Motion Carried 6-0.

Background: Acting City Manager Sackenheim recommended an ordinance for the CDBG application and agreement. The funds will be used for playground equipment for the Good Neighbors Park. Legislative Action: Councilmember Woeste presented the first reading of this ordinance.

PARKS, RECREATION AND ENVIRONMENT COMMITTEE
Debbie Pennington, Chairman; Craig Keller, Vice Chairman; Tim Abbott, Member

Ordinance to authorize the City Manager to enter into a contract with Ann M. Henry and Nancy R. Helm for purchase of the Muskopf property at the corner of River and Gray Roads known as 6460 River Road, Fairfield, Ohio and declaring an emergency.

Councilmember Debbie Pennington, seconded by Councilmember Craig Keller moved to read the following ordinance by title only. Motion Carried 6-0.

Background: Acting City Manager Sackenheim recommended a contract to purchase the Muskopf property. If approved, this property will become part of the Marsh Park expansion project. Legislative Action: Councilmember Pennington presented the first reading of this ordinance.

Councilmember Debbie Pennington, seconded by Councilmember Bob Myron moved to suspend the rules requiring three (3) readings of this ordinance. Motion Carried 6-0. Councilmember Debbie Pennington, seconded by Councilmember Craig Keller moved to adopt. Motion Carried 6-0. ORDINANCE NO. 84-16. APPROVED 6-0.

PUBLIC WORKS COMMITTEE
Chad Oberson, Chairman; Mike Snyder, Vice Chairman; Bill Woeste, Member

Councilmember Chad Oberson, seconded by Councilmember Mike Snyder moved to read the following ordinances by title only. Motion Carried 6-0.

Ordinance to authorize the City Manager to execute an Ohio Public Works Commission (OPWC) Clean Ohio Grant Application for purchase of the Muskopf property and declaring an emergency.

Background: Acting City Manager Sackenheim recommended an OPWC Clean Ohio Grant application for the purchase of the Muskopf property. This grant will cover approximately 74% of the purchase price of this property. Legislative Action: Councilmember Oberson presented the first reading of this ordinance.

Councilmember Chad Oberson, seconded by Councilmember Craig Keller moved to suspend suspend the rules requiring three (3) readings of this ordinance. Motion Carried 6-0. Councilmember Chad Oberson, seconded by Councilmember Debbie Pennington moved to adopt. Motion Carried 6-0. ORDINANCE NO. 85-16. APPROVED 6-0.

Ordinance to authorize the City Manager to enter into a three (3) year contract with Stantec for Geotechnical and Testing Services and declaring an emergency.

Background: Acting City Manager Sackenheim recommended a contract with Stantec for Geotechnical and Testing Services. Legislative Action: Councilmember Oberson presented the first reading of this ordinance.

Councilmember Chad Oberson, seconded by Councilmember Bill Woeste moved to suspend the rules requiring three (3) readings of this ordinance. Motion Carried 6-0. Councilmember Chad Oberson, seconded by Councilmember Debbie Pennington moved to adopt. Motion Carried 6-0. ORDINANCE NO. 86-16. APPROVED 6-0.

Ordinance to authorize the City Manager to enter into a contract with Ohio Department of Transportation (ODOT) for Bridge Inspection Services.

Background: Acting City Manager Sackenheim recommended a contract with ODOT for bridge inspection services. This is a routine ordinance required by ODOT. Legislative Action: Councilmember Oberson presented the first reading of this ordinance.

FINANCE & BUDGET COMMITTEE

Tim Abbott, Chairman; Debbie Pennington, Vice Chairman; Craig Keller, Member

Councilmember Debbie Pennington, seconded by Councilmember Craig Keller moved to read the following ordinances by title only. Motion Carried 6-0.

Ordinance to amend Ordinance No. 107-15 entitled "An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2016, and ending December 31, 2016."

Background: Acting City Manager Sackenheim recommended the following Contractual Appropriations – \$265,000 for purchase of Muskopf property. Legislative Action: Councilmember Pennington presented the first reading of this ordinance.

Councilmember Debbie Pennington, seconded by Councilmember Bob Myron moved to suspend the rules requiring three (3) readings of this ordinance. Motion Carried 6-0. Councilmember Debbie Pennington, seconded by Councilmember Craig Keller moved to adopt. Motion Carried 6-0. ORDINANCE NO. 87-16. APPROVED 6-0.

Ordinance to amend Ordinance No. 107-15 entitled "An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2016, and ending December 31, 2016."

Background: Acting City Manager Sackenheim recommended the following Non-Contractual Appropriations - \$40,000 for drainage improvements on Ann Court; \$26,629 for facilities energy upgrades; \$9,955 for renovation at Miami Chapel Cemetery. Legislative Action: Councilmember Pennington presented the first reading of this ordinance.

Councilmember Debbie Pennington, seconded by Councilmember Bill Woeste moved to suspend the rules requiring three (3) readings of this ordinance. Motion Carried 6-0. Councilmember Debbie

Pennington, seconded by Councilmember Chad Oberson moved to adopt. Motion Carried 6-0.
ORDINANCE NO. 88-16. APPROVED 6-0.

Meeting Schedule

Clerk Wilson read the following meeting schedule:

- Tuesday, October 11 Council-Manager Briefing, 6:00 p.m.; Regular Meeting, 7:00 p.m.
- Monday, October 24 Council-Manager Briefing, 6:00 p.m.; Regular Meeting, 7:00 p.m.
- Monday, November 14 Council-Manager Briefing, 6:00 p.m.; Regular Meeting, 7:00 p.m.

Executive Session of Council (if needed)

No Executive Session.

Adjournment

The Regular Meeting adjourned at 7:35 PM.

ATTEST:

Clerk of Council

Mayor's Approval

Date Approved_____

PUBLIC HEARING

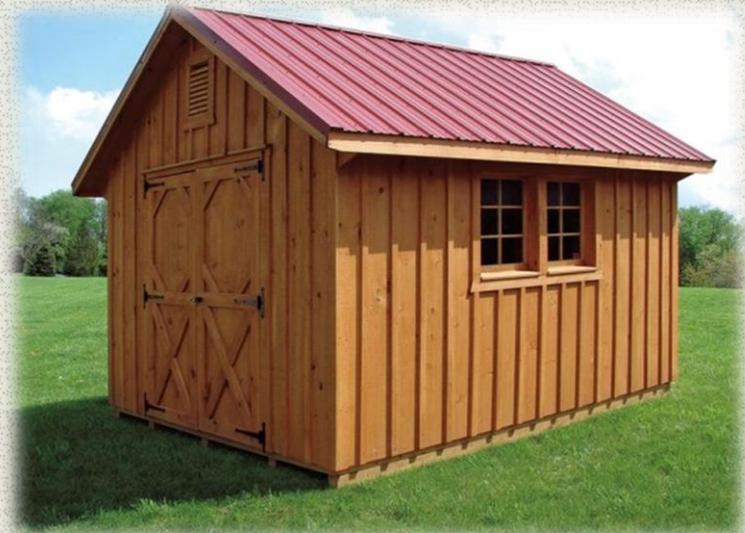
September 26, 2016

Background

- Update the zoning ordinance on an as need basis; last update was a year ago
- Changes were recommended by the Planning Commission and Board of Zoning Appeals
- The proposed changes involve modifications to several zoning districts and the addition of general regulations to the Code

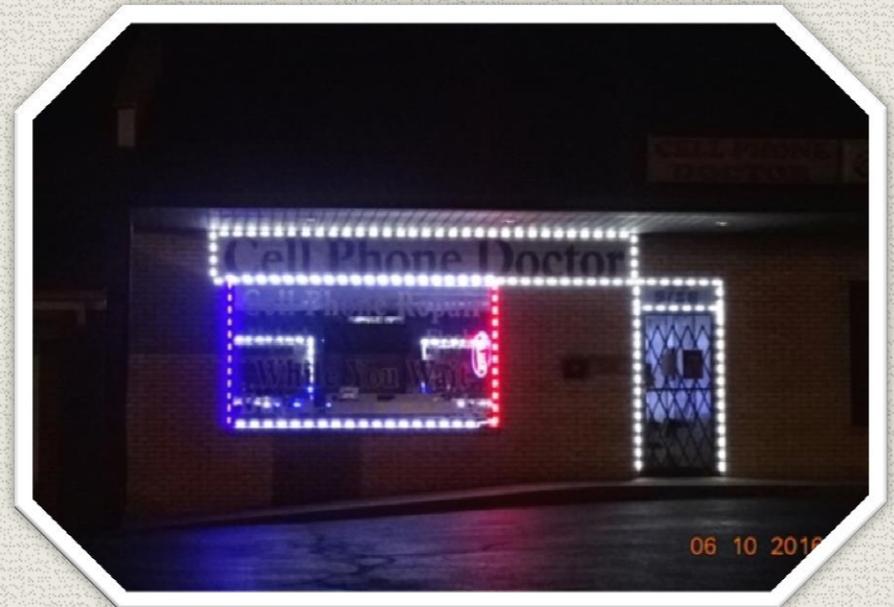
Metal Roof on Accessory Structure

- Existing: Metal roofs are not permitted on accessory structures greater than 100 square feet
- Propose: permit metal roofs on accessory structures, which are factory-finished with a rib or standing seam design and warranted against rust on all accessory structures, except carports



String Lights

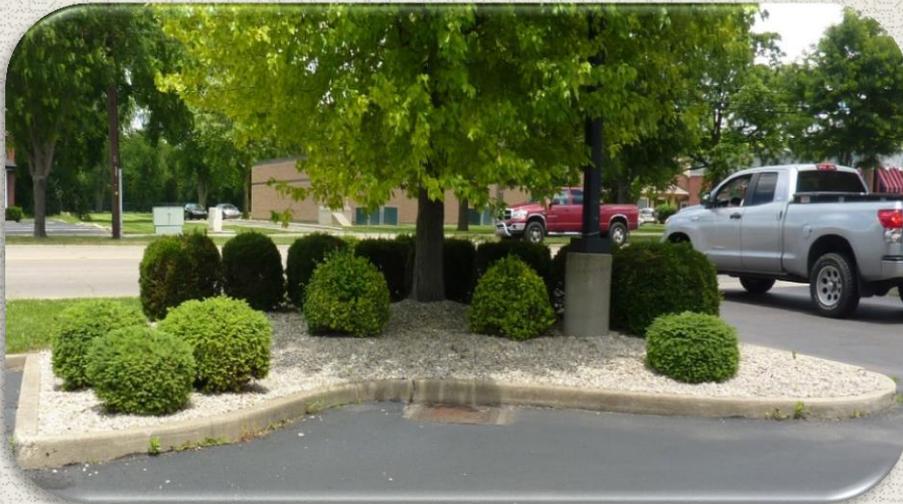
- Propose defining “string lights” in the sign chapter and prohibiting them
 - Definition: Means LED lights or other continuous or connected series of lights that are flexible or rigid in construction used to outline or decorate a structure, including windows and door frames, whether located inside or outside the structure. This does not include seasonal lighting.



Site Landscaping

- **Propose**: In all zoning districts, except single-family residential, all areas not occupied by structures, pathways, parking lots or loading areas shall be planted with landscaping, grass or natural ground cover. No type of hardscape, such as rock, is permitted, except as used to convey stormwater run-off or accessory to landscaping.

Prohibit



Permit



Security Bars

- Propose: Security bars, grilles or similar devices shall only be installed on the interior of the window or door frame, retractable and completely concealed at all times during which the building is open for business. A building permit shall be required prior to installation of security bars, grilles or similar devices.



Design Review Committee - membership

- Design Review Committee membership (9):
 1. City Council rep.
 2. Planning Commission rep.
 3. Development Services Director
 4. Building Superintendent
 5. Citizen At Large rep.
 6. Business owner/operator in the downtown, one from each quadrant (4)
 - ▶ **Propose 2 members to be business owners or operators from the Town Center.**
 - ▶ **Propose 2 members to be business owners or operators from the Town Center or Citizen At Large reps.**

Clinic – conditional use

- Clinic Definition – a place for the care, diagnosis and treatment of sick, ailing, infirmed and injured persons, but who are not provided with board or room or kept overnight on the premises
- Propose to reclassify clinic from a Principal Permitted Use to a Conditional Use in the C-2, C-3, C-3A, C-4 and D-1 Zoning Districts

Church – C-1 and D-1 Districts

- Clarify a church is a Conditional Use in the C-1 and D-1 Districts

Height Regulations

- The Code does not address height limits in the D-1 and C-2 Zoning Districts.
- Propose: No principal or accessory structure shall exceed a height of three stories or forty feet, whichever is lower, except as provided in Section 1180.02 and except when expressly authorized as a conditional use by Planning Commission.

Process

- Public Hearing – September 26, 2016
- Planning Commission – Wednesday, September 28, @ 6:00 PM
- Second Reading – Tuesday, October 11 @ 7:00 PM
- Third Reading – Monday, October 24 @ 7:00 PM

Questions and Comments

City of Fairfield, Ohio
City Council Meeting Communication

Date 9-12-2016

Item:

An ordinance modifying Chapters 1143 (General Regulations), 1157 (C-1, Neighborhood Business District), 1159 (C-2, Central Business District), 1168 (D-1, Downtown District), 1174 (D-1A, Downtown District Modified), 1179 (C-4, Commercial Transition District) and 1187 (Signs) of the Planning and Zoning Code as part of the Fairfield Codified Ordinances.

Financial Impact:

There is no financial impact with this request.

Synopsis:

It is necessary to periodically update various provisions of the code to address relevant zoning issues within the City and to clarify existing zoning regulations.

Background:

Code elements that are being reviewed include:

1. Modification of the downtown and commercial zoning districts (C-2, D-1 and C-4) to make clinics a conditional use.
2. An addition to the General Regulations section to define and prohibit the use of bright LED rope lights used to outline windows or buildings, in all zoning districts.
3. Modification of the D-1, Downtown District, to alter the membership of the Design Review Committee to allow up to two citizen-at-large members to fill vacant downtown business representative seats.
4. An addition to the General Regulations section to permit only the use of grass or other natural ground cover as the main method to landscape non-single-family residential lots.
5. An addition to the General Regulations section to require security bars on businesses to be retractable and located on the interior of a building.
6. Modification of the General Regulations section to permit metal roofs on all accessory structures, except carports, provided they are panel roofs that are factory-finished with rib or standing seam design and warranted against rust.
7. Clarify churches are a conditional use in the C-1 and D-1 Zoning Districts.
8. Add height restrictions to the D-1, D-1A and C-2 Zoning Districts.

Recommendation:

It is recommended that City Council have a first reading on this ordinance at the September 12, 2016 meeting and set the public hearing date for September 26, 2016.

Legislative Actions: Rules Suspension and Adoption Requested?

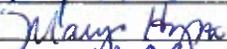
No.

Emergency Provision Needed?

No.

Prepared by: Erin Donovan (Planning Manager) 

Approved for Content by: Timothy Bealuma 

Financial Review (where applicable) Mary Hogg 

Legal Review (where applicable) John A. Clemons 

Accepted for Council Agenda: Alisa Wilson 

Executive Summary Proposed Zoning Code Changes

The attached document details the proposed changes to the Planning and Zoning Code as they relate to various topics. Below is a brief synopsis of those changes.

1. **Clinic** – The Zoning Code defines clinics as a place for the care, diagnosis and treatment of sick, ailing, infirm and injured persons, but who are not provided with board or room or kept overnight on the premises. It is proposed to designate clinics as a conditional use in the D-1, and commercial zoning districts in order to monitor the siting of medical offices.
2. **String Lights** – The Code does not address the use of bright LED or similar string lights, which are typically used to outline windows or buildings. It is proposed to define them in the sign chapter and to prohibit them in all zoning districts.
3. **Design Review Committee Membership** – The Code states that 4 of the 9 members are to be business owners or operators from the downtown, one from each of the 4 quadrants. It is proposed to allow 2 members to be a business owner or operator from any quadrant in the downtown and the other 2 members to be either a business owner or operator from any quadrant in the downtown or the citizenry at large.
4. **Site Landscaping** – The Code does not address the type of ground cover required for areas not covered by structures or impervious surfaces. It is proposed to require grass or landscaping to be located in these areas and to only allow hardscape material as an accessory to landscaping or to convey stormwater run-off.
5. **Security Bars** – The Code does not address the use or aesthetics of security bars on business windows/doors. It is proposed to permit them only on the interior of the building and require them to be open during the operation of the business. In addition, it is proposed that a building permit be obtained.
6. **Metal Roof on an Accessory Structure** – The Code does not permit metal roofs on accessory structures greater than 100 square feet in area. It is proposed to prohibit metal roofs completely regardless of size, except for metal panel roofs which are factory-finished with a rib or standing seam design and warranted against rust. It is recommended that carports, attached or detached, be prohibited from having metal roofs.
7. **Church as a Conditional Use in the C-1 and D-1 Districts** – The Code states that a church is a conditional use in commercial zoning districts. However, based on the language written for the C-1 and D-1 Districts, it can be interpreted to be either a principal permitted or conditional use. It is proposed to clarify that a church is a conditional use in both the C-1 and D-1 Districts.
8. **Height Regulations in the D-1, D-1A and C-2 Zoning Districts** – The Code does not address height regulations in these zoning districts. It is proposed to add height

restrictions which are consistent with the Design Review Guidelines and similar to what is permitted in other commercial zoning districts. The proposed height restriction is 3 stories or 40 feet, whichever is lower.

ORDINANCE NO. _____

ORDINANCE TO AMEND VARIOUS CHAPTERS OF THE ZONING CODE OF ORDINANCE NO. 166-84, THE CODIFIED ORDINANCES OF FAIRFIELD, OHIO.

BE IT ORDAINED by the Council of the City of Fairfield, Ohio, that:

Section 1. Chapters 1143 (General Regulations), 1157 (C-1, Neighborhood Business District), 1159 (C-2, Central Business District), 1168 (D-1 Downtown District), 1174 (D-1A, Downtown District Modified), 1179 (C-4 Commercial Transition District) and 1187 (Signs) of the Zoning Code of Ordinance No. 166-84, The Codified Ordinances of Fairfield, Ohio are hereby amended to read as follows:

SEE ATTACHED EXHIBIT "A"

Section 2. This Ordinance shall take effect at the earliest period allowed by law.

Passed	_____	_____
		Mayor's Approval
Posted	_____	
First Reading	_____	Rules Suspended _____
Second Reading	_____	
Third Reading	_____	

ATTEST:

Clerk of Council

This is to certify that this Ordinance has been duly published by posting and summary publication as provided by Charter.

Clerk of Council

CLINICS

C-2, Central Business District

1159.01 PRINCIPAL PERMITTED USES.

No building, structure or land shall be erected, altered, enlarged or used which is arranged or designed for other than one of the following uses, except as provided in Chapter 1198.

- (a) General. Any use permitted and as regulated in the C-1 District, except as modified herein and except that no residential uses are permitted.
- (b) Retail and Service. Art and antique shops, artist supply stores, interior decorating shops, furniture and appliance stores, self-service laundries, dry cleaning shops, department stores, variety and dime stores, dry goods and apparel stores, laundry pick-up stores, supermarkets.
- (c) Office. Business and/or professional offices; office buildings.
- (d) Bank. Banks, savings and loans and other similar financial organizations with or without drive-through facilities.
- (e) Restaurants and Fast Food Restaurants. Restaurants and fast food restaurants provided the principal building is distant not less than 100 feet from a principal structure in any A or R District. This subsection does not include drive-through facilities.
- (f) School and Studio. Trade or business schools provided machinery which is used for instruction purposes is not objectionable due to noise, fumes, smoke, odor or vibrations; photographic studios, dancing studios, radio and telecasting studios and the like.
- (g) Printing and Related Trade. Publishing, job printing, lithographing and blueprinting, etc.
- (h) ~~Clinic~~.
(Ord. 89-15. Passed 10-13-15.)

1159.02 CONDITIONAL USES.

The following uses shall be permitted only if expressly authorized by the Planning Commission.

- (a) General. All conditional uses permitted and as regulated in the C-1 District, except as modified herein.
- (b) Retail and Service. Any other retail business or service establishment or use which is determined by the Commission to be of the same general character as the above principal permitted uses, but not including any use which is first permitted or which is not permitted in the C-3 District.
- (c) Veterinary Hospital or Clinic. Veterinary hospitals and clinics, excluding any outside kennels, cages, exercise runs or keeping of animals.
- (d) Drive-thru Facilities. Any establishment with drive-thru facilities as defined in Section 1133.01(29.1) except bank drive-thru facilities which are a principal permitted use.

- (e) Entertainment. Night clubs, game rooms, theaters, billiard parlors, bowling alleys, teen clubs, taverns and similar enterprises but not within 100 feet of a principal structure located in any A or R District.
- (f) Motor Vehicle Service. Motor vehicle service facility.
(Ord. 89-15. Passed 10-13-15.)

[(G) CLINIC.]

D-1, Downtown District

1168.02 PRINCIPAL PERMITTED USES.

No building, structure or land shall be erected, altered, enlarged or used which is arranged or designed for other than one of the following uses, except as provided in Chapter 1198.

- (a) General. Any use permitted and as regulated in the C-1 District, except as modified herein and except that no residential uses are permitted.
- (b) Retail and Service. Art and antique shops, artist supply stores, interior decorating shops, furniture and appliance stores, self-service laundries, dry cleaning shops, department stores, variety and dime stores, dry goods and apparel stores, laundry pick-up stores, supermarkets.
- (c) Office. Business and/or professional offices; office buildings.
- (d) Financial. Banks, savings and loans and other similar financial organizations with or without drive-through facilities.
- (e) Restaurants. Restaurants without drive-through facilities.
- (f) School and Studio. Trade or business schools provided machinery which is used for instruction purposes is not objectionable due to noise, fumes, smoke, odor or vibration; photographic studios, dancing studios, radio and telecasting studios and the like.
- (g) Printing and Related Trade. Publishing, job printing, lithographing and blueprinting, etc.
- ~~(h) Clinic.
(Ord. 36-13. Passed 4-22-13.)~~

1168.03 CONDITIONAL USES.

The following uses shall be permitted only if expressly authorized by the Planning Commission.

- (a) Restaurants. Restaurants as defined in Section 1133.01(70.1).
- (b) Retail and Service. Any other retail business or service establishment or use which is determined by the Commission to be of the same general character as the above principal permitted uses, but not including any use which is first permitted or which is not permitted in the C-3 District.
- (c) Veterinary Hospital or Clinic. Veterinary hospitals and clinics, excluding any outside kennels, cages, exercise runs or keeping of animals.
- (d) Drive-thru Facilities. Any establishment with drive-thru facilities as defined in Section 1133.01(29) except bank drive-thru facilities which are a principal permitted use. This is defined as an operation where transfer of goods and

services to the customer is designed to be done while the customer remains in the vehicle.

- (e) Institutional. Schools and colleges for academic instruction[,] ~~and churches[,]~~ **AND] including** church schools.
 - (f) Fruit and Vegetable Stores.
 - (g) Entertainment. Night clubs, game rooms, theaters, billiard parlors, bowling alleys, teen clubs, taverns and similar enterprises, but not within 100 feet of any R District and subject to all applicable regulations and such permits as may be required by law.
 - (h) Wind Turbines. An alternative energy device designed to harness the natural wind currents to produce energy.
 - (i) Motor Vehicle Fuel Dispensing Facility.
 - (j) Motor Vehicle Service. Motor vehicle service facility.
 - (k) Day Care Center.
(Ord. 89-15. Passed 10-13-15.)
- [(L) CLINIC.]**

C-4, Commercial Transition District

1179.01 PRINCIPAL PERMITTED USES.

No building, structure or land shall be erected, altered, enlarged or used which is arranged or designed for other than one of the following uses, except as provided herein and in Chapter 1198.

- (a) Residential. One family dwellings included rooming and boarding houses and tourist homes.
- (b) Institutional. Colleges, churches and church schools, libraries, museums, schools, seminaries, ~~health clinics, hospitals,~~ art galleries, day care centers and retirement centers.
- (c) Offices. ~~Medical and~~ **[D]**ental offices, banks, savings and loans, business and professional offices, government offices, religious and public institution offices, offices of interior decorators, architects and engineers.
- (d) Retail Businesses. Art and antique shops, art supply stores, dry goods and survival gear sales, furniture and appliance stores, florist, garden supply stores, hardware stores, paint stores, variety and dime stores and mail order stores.
- (e) Service Type Businesses. Barber shops, beauty parlors, dancing and art studios, drug stores and pharmacies, dry cleaning outlet stores, funeral parlors, paper hanging shops, photographic studios, publishing operations.
(Ord. 94-84. Passed 7-9-84.)

1179.02 CONDITIONAL USES.

The following uses shall be permitted only if expressly authorized by the Planning Commission.

- (a) Service Type Businesses. Blueprinting, job printing, lithographic services, radio and television telecasting, trade and business schools, restaurants, plumbing shops and electric repair operations.

- (b) Parking Facilities. Public parking area subject to the provisions of Chapters 1183 and 1189.
 - (c) Public Utility Facility.
 - (d) Light Manufacturing. Production of goods on a limited basis, done by no more than two people, unless additional people are authorized by the Commission, as a craft or specialty trade and not to be a major production and distribution operation. This may include production of musical and technical instruments, pottery, rugs, clothes, stained and blown glass and any other items which shall constitute a non-objectionable use per Section 1179.04(d).
 - (e) Retail and Service. Any other retail business or service establishment or use which is determined by the Commission to be of the same general character as the above principal permitted uses.
(Ord. 94-84. Passed 7-9-84.)
- [(F) CLINIC.]**

STRING LIGHTS

Chapter 1187, Signs

1187.02 DEFINITIONS.

(a) "Sign" means any name, identification, description, illustration, symbol, statue or device illuminated or nonilluminated which is visible from any public place or is located on private property and exposed to the public view from outside the property where located and which directs attention to a product, service, place, activity, person, institution, business or solicitation, or any emblem, painting, banner, pennant, placard or temporary sign designed to advertise, identify or convey information, to include any landscaping wherein letters or numbers are used for the purpose of directing the public's attention to a product or location. For the purpose of removal, signs shall also include all sign structures. The entire translucent area of an internally illuminated or backlit awning, canopy or other exterior area of a building or an attachment to the building which is located outside of the enclosed building and is visible from any public street shall be included as a sign, whether or not it has lettering or other symbols or illustrations thereon.

The word "sign" does not include: a flag or pennant of any nation, state, city or other political unit, or of any educational, charitable, philanthropic, civic, professional, religious organizations or like campaign, drive, movement or event; commemorative plaques approved by Council; any name plate sign in residential areas or any board, sign or surface used to display any official notices issued or posted by any court or public officer in the performance of a public duty; window displays; signs within a stadium, shopping center, residential complex, arena or other use, which cannot be viewed from any public streets; any signs for control of traffic and other regulatory purposes, governmental identification and directional signs, including signs for identification and location of entryways and public facilities and events and geographic areas of the City, street signs, warning signs, railroad crossing signs and signs of public service

companies for the purpose of public safety. All signs excluded herein shall meet any applicable building or structural requirements.

The following are types of signs:

(1 - 30)

[(30.1) "STRING LIGHTS" MEANS LED LIGHTS OR OTHER CONTINUOUS OR CONNECTED SERIES OF LIGHTS THAT ARE FLEXIBLE OR RIGID IN CONSTRUCTION USED TO OUTLINE OR DECORATE ANY STRUCTURE, INCLUDING WINDOWS AND DOOR FRAMES WHETHER LOCATED INSIDE OR OUTSIDE THE STRUCTURE. THIS DOES NOT INCLUDE SEASONAL LIGHTING.]

1187.03 GENERAL REQUIREMENTS.

(a - v)

[(W) STRING LIGHTS. STRING LIGHTS ARE NOT PERMITTED.]

DESIGN REVIEW COMMITTEE MEMBERSHIP

D-1, Downtown District

1168.12 PROCEDURE.

(a) The provisions of any other part of these Codified Ordinances notwithstanding, before the issuance of any building permit or zoning certificate, the Design Review Committee shall review the plans to ensure that the proposed project complies with the Design Guidelines set forth in this chapter. The Design Review Committee shall recommend to the Planning Commission their findings of a project review. They may recommend alternatives or modifications to a plan. The Planning Commission shall review all plans detailing the matters described in this chapter to determine compliance with the provisions of this chapter and to fulfill the purposes stated in Section 1168.01.

(b) The Design Review Committee shall have thirty days in order to accomplish the review required. The Committee shall have thirty days after the plans are submitted to the Planning Department to review the plans for guideline compliance.

(c) There shall be created a Design Review Committee consisting of nine members to be determined as follows:

- (1) One member shall be appointed by a majority vote of Council from among its membership. Such member may be removed from the Committee, without cause, by a majority vote of the Council members;
- (2) One member shall be appointed by a majority vote of the Planning Commission from among its members. Such member may be removed

- from the Committee, without cause, by a majority vote of the Planning Commission;
- (3) One member shall be the Director of the ~~Planning~~**[DEVELOPMENT SERVICES]** Department, or a staff representative appointed by the ~~Planning~~ **[DEVELOPMENT SERVICES]** Director;
 - (4) One member shall be the City's Building Division Superintendent; (Ord. 130-94. Passed 9-26-94.)
 - (5) One member shall be a citizen at large from the citizenry. ~~This member shall be appointed by the City Manager and is subject to confirmation by City Council.~~ Such member shall have no financial interests to Town Center businesses or residences. The citizen at large member shall serve for a two year term. (Ord. 154-96. Passed 10-15-96.)
 - (6) ~~Four~~ **[TWO]** members shall be business owners or operators from the ~~four~~ Town Center ~~quadrants.~~ ~~One person representing each quadrant.~~ ~~These members shall be appointed by the City Manager and are subject to confirmation by Council.~~ The ~~quadrant~~ **[TOWN CENTER BUSINESS]** members shall serve for ~~[A] overlapping terms of two years~~ **[TERM.]** each, ~~except that the members first appointed shall serve for the following terms of office: two quadrant members shall serve for one year and the other two members serve for two year terms; and thereafter, each member shall serve for a term of two years.~~
 - [(7) TWO MEMBERS SHALL BE BUSINESS OWNERS OR OPERATORS FROM THE TOWN CENTER OR SHALL BE CITIZENS AT LARGE FROM THE CITIZENRY.]**

SITE LANDSCAPING

Chapter 1143, General Regulations

[1143.29 SITE LANDSCAPING.

IN ALL ZONING DISTRICTS, EXCEPT SINGLE-FAMILY RESIDENTIAL, ALL AREAS NOT OCCUPIED BY STRUCTURES, PATHWAYS, PARKING LOTS OR LOADING AREAS SHALL BE PLANTED WITH LANDSCAPING, GRASS OR NATURAL GROUND COVER. HARDSCAPE, SUCH AS ROCK, SHALL ONLY BE PERMITTED TO CONVEY STORMWATER RUN-OFF OR AS AN ACCESSORY TO LANDSCAPING.]

SECURITY BARS

Chapter 1143, General Regulations

[1143.30 SECURITY BARS.

SECURITY BARS, GRILLES OR SIMILAR DEVICES SHALL ONLY BE INSTALLED ON THE INTERIOR OF THE WINDOW OR DOOR FRAME, RETRACTABLE AND COMPLETELY CONCEALED AT ALL TIMES DURING WHICH THE BUILDING IS OPEN FOR BUSINESS. A BUILDING PERMIT SHALL BE REQUIRED PRIOR TO INSTALLATION OF SECURITY BARS, GRILLES OR SIMILAR DEVICES.]

METAL ROOF ON ACCESSORY STRUCTURE

Chapter 1143, General Regulations

1143.06 ACCESSORY USES IN A OR R DISTRICTS AND ON PROPERTY USED FOR RESIDENTIAL PURPOSES IN ANY OTHER ZONING DISTRICT.

(a) Buildings and Parking Space. In any A or R District, and all property used for residential purposes in any other zoning district, accessory buildings or structures may be erected ~~;~~ detached from the principal building or may be erected as an integral part of the principal building, or may be connected therewith by a breezeway or similar structure. Except as provided in Section 1180.03, no accessory building shall be erected in any required yard or court, except a rear yard, and shall not occupy more area than thirty-five percent (35%) of the required rear yard. The exterior wall surface of an accessory building or structure, if greater than 100 square feet, shall not be made of metal, resin, plastic or non-finished composite material. ~~and a~~ **[A]**ccessory buildings or structures shall not exceed 500 square feet except on parcels zoned A-1 which are two acres or more in size. Metal roofs are not permitted for ~~any~~ accessory structure ~~[S] greater than 100 square feet except on parcels zoned A-1 which are two acres or more in size~~ **[EXCEPT METAL PANEL ROOFS WHICH ARE FACTORY-FINISHED WITH A RIB OR STANDING SEAM DESIGN AND WARRANTED AGAINST RUST SHALL BE PERMITTED ON ACCESSORY STRUCTURES EXCEPT CARPORTS.]** Accessory buildings and structures shall be distant at least six feet from any dwelling situated on the same lot, unless erected as an integral part thereof, and at least six feet from all lot lines or adjoining lots which are within any A or R District or are used for residential purposes. An accessory paved parking space may be located in any yard except a front yard. The accessory use area of a building or structure which is constructed both contemporaneously with and as an integral part of the original principal residence shall not be included in the calculation of allowable accessory building or structure area under this subsection.

(b) Corner Lots. In any A or R District, where a corner lot adjoins in the rear a lot fronting on the side street, no part of an accessory building or structure on such corner shall be near a side street lot line than the least depth of the front yard required along such side street for a dwelling on such adjoining lot.

(c) Front Setback. No accessory use or structure in any A or R District, except an off- street parking area subject to the provisions of Chapter 1183, shall be permitted nearer to any front lot line than sixty feet, unless such use or structure is contained within, or connected by breezeway or similar structure to, the principal structure.

(d) Yard Requirements. Except as provided in Section 1180.03, an accessory building or structure, if not located in the rear yard, shall be erected as an integral part of, or connected by a breezeway or similar structure with, the principal building to which it is accessory, and shall be so placed as to meet all yard and court requirements for a principal building of the same height and other dimensions as such accessory building or structure.

(e) Without Main Buildings. In any A or R District, no accessory building or structure shall be erected or constructed prior to the erection or construction of the principal or main building.

(f) Paved Ingress and Egress. An accessory building or structure which has a door opening(s) greater than six feet in width must have paved access in accordance with subsection 1183.05(c).

(g) Height of Accessory Building. In no case shall the height of an accessory building or structure exceed the height of the principal structure that occupies the same lot or parcel except on parcels zoned A-1 which are two acres or greater in size.

(Ord. 36-13. Passed 4-22-13.)

CHURCH AS A CONDITIONAL USE IN THE C-1 AND D-1 DISTRICTS

C-1, Neighborhood Business District

1157.02 CONDITIONAL USES.

The following uses shall be permitted only if expressly authorized by the Planning Commission.

- (a) General. All conditional uses permitted and as regulated in the R-1 District except as modified herein.
- (b) Restaurant. Restaurants as defined in Section 1133.01(70.1).
- (c) Clinic.

- (d) Retail and Service. Any retail business or service establishment not a principal permitted use and which is determined by the Commission to be of the same general character as one of the principal permitted uses; but not including those uses which are first permitted, or are not permitted, in the C-3 District, unless demonstrated as necessary for normal day-to-day needs.
- (e) Institutional. Schools and colleges for academic instruction[,] ~~and~~ churches[, ~~AND~~] ~~including~~ church schools.
- (f) Motor Vehicle Fuel Dispensing Facility. (Ord. 94-84. Passed 7-9-84.)
- (g) Fruit and Vegetable Stores. (Ord. 103-84. Passed 8-13-84.)
- (h) Wind Turbines. An alternative energy device designed to harness the natural wind currents to produce energy. (Ord. 98-10. Passed 11-8-10.)

D-1, Downtown District

See Modification under Conditional Uses on Page 1 – Section 1168.03(e).

HEIGHT REGULATIONS IN THE C-2, D-1, AND D-1A ZONING DISTRICTS

C-2, Central Business District

[1159.07 HEIGHT REGULATIONS.

NO PRINCIPAL OR ACCESSORY STRUCTURE SHALL EXCEED A HEIGHT OF THREE STORIES OR 40 FEET, WHICHEVER IS LOWER, EXCEPT AS PROVIDED IN SECTION 1180.02 AND EXCEPT WHEN EXPRESSLY AUTHORIZED AS A CONDITIONAL USE BY PLANNING COMMISSION.]

D-1, Downtown District

1168.07 LOT AREA, FRONTAGE[, HEIGHT REGULATIONS] AND YARD REQUIREMENTS.

The following minimum requirements shall be observed, except as provided in Chapter 1180.

- (a) Lots legally existing at the time of application of this chapter to such lots shall be considered legal conforming lots and shall not be classified as nonconforming use. Lots created subsequent to the application of this chapter to the property must conform to the provisions of this chapter.

[(B) HEIGHT REGULATIONS. NO PRINCIPAL OR ACCESSORY STRUCTURE SHALL EXCEED A HEIGHT OF THREE STORIES OR FORTY FEET, WHICHEVER IS LOWER, EXCEPT AS PROVIDED IN

SECTION 1180.02 AND EXCEPT WHEN EXPRESSLY AUTHORIZED AS A CONDITIONAL USE BY PLANNING COMMISSION.]

	<u>Lot Area (Sq. Ft.)</u>	<u>Lot Frontage (Feet)</u>	<u>Front Yard Depth (Feet)</u>	<u>Side Yard Width (Feet)</u>	<u>Rear Yard Depth (Feet)</u>
Nonresidential uses	10,000	75	25	None; except when adjoining an A or R District; then no less than ten feet.	None; except when adjoining an A or R District; then no less than ten feet.
Residential	Prohibited				

Screening and Buffering

<u>Zone</u>	<u>Use</u>	<u>Buffering (Horizontal Dimension)</u>	<u>Screening (Vertical Screen Dimension)</u>
D-1	Business	25' adjoining A and R Districts	6' adjoining A and R Districts

(Ord. 130-94. Passed 9-26-94.)

D-1A, Downtown District Modified

1174.05 LOT AREA, FRONTAGE[, **HEIGHT REGULATIONS**] AND YARD REQUIREMENTS.

The following minimum requirements shall be observed, except as provided in Chapter 1180.

[(A) HEIGHT REGULATIONS. NO PRINCIPAL OR ACCESSORY STRUCTURE SHALL EXCEED A HEIGHT OF THREE STORIES OR FORTY FEET, WHICHEVER IS LOWER, EXCEPT AS PROVIDED IN SECTION 1180.02 AND EXCEPT WHEN EXPRESSLY AUTHORIZED AS A CONDITIONAL USE BY PLANNING COMMISSION.]

	<u>Lot Area (Sq.Ft.)</u>	<u>Lot Frontage (Feet)</u>	<u>Front Yard Depth (Feet)</u>	<u>Side Yard Width (Feet)</u>	<u>Rear Yard Depth (Feet)</u>
Non-residential uses	10,000	None	90	None; except when adjoining an	None; except when adjoining an

DEPARTMENTAL CORRESPONDENCE

City
of
Fairfield



TO Mayor Miller and City Councilmembers
FROM Scott Lepsky, Chairman, Planning Commission

SUBJECT PLANNING COMMISSION RECOMMENDATIONS

DATE 9/29/16

Please be advised at the Planning Commission meeting held on Wednesday, September 28, 2016, the Planning Commission voted 7-0 in favor of recommending approval of the proposed codified ordinance changes relating to:

1. Chapter 1187.02 – **Rope Lights**- Creates a definition for Rope Lights and prohibits them in all zoning districts.
2. Chapter 1143.29 – **Site Landscaping** - Restricts the use of hardscape material for landscaping, except for stormwater run-off or as an accessory use.
3. Chapter 1143.30 – **Security Bars** – Requires security bars to be installed on the interior of window and door frames, retracted during business hours and requires a building permit.
4. Chapter 1168.12 – **Design Review Committee Membership** – Changes membership requirements to allow four business representatives from the downtown and up to 2 citizen at large representatives if staff is unable to recruit four business representatives.
5. Chapters 1159, 1168, 1179 – **Clinics** – Designates clinics as Conditional Uses in the C-2, C-3, C-3A, C-4 & D-1 zoning districts.
6. Chapters 1157, 1168 – **Church as Conditional Use in C-1 & D-1** – Clarifies churches are a Conditional Use in the C-1 and D-1 zoning districts.
7. Chapters 1159, 1168, 1174 – **Height Regulations** – Establishes height regulations that are not currently addressed in the C-2, D-1, & D-1A zoning districts.

Planning Commission voted 6-1 in favor of recommending approval of the proposed codified ordinance change relating to:

8. Chapter 1143.06 – **Metal Roofs on Accessory Buildings** – Allows metal roofs that are factory finished, with a rib or standing seam design without exposed fasteners and warranted against rust on accessory structures except carports.

Scott Lepsky, Chairman
Fairfield Planning Commission

Attachment

cc: Mark Wendling, City Manager
Alisha Wilson, Clerk of Council
Greg Kathman, Interim Development Services Director
Rick Helsinger, Building Superintendent
John Clemmons, Law Director
Planning Commission Members (7)

METAL ROOF ON ACCESSORY STRUCTURE

Chapter 1143, General Regulations

1143.06 ACCESSORY USES IN A OR R DISTRICTS AND ON PROPERTY USED FOR RESIDENTIAL PURPOSES IN ANY OTHER ZONING DISTRICT.

(a) Buildings and Parking Space. In any A or R District, and all property used for residential purposes in any other zoning district, accessory buildings or structures may be erected, detached from the principal building or may be erected as an integral part of the principal building, or may be connected therewith by a breezeway or similar structure. Except as provided in Section 1180.03, no accessory building shall be erected in any required yard or court, except a rear yard, and shall not occupy more area than thirty-five percent (35%) of the required rear yard. The exterior wall surface of an accessory building or structure, if greater than 100 square feet, shall not be made of metal, resin, plastic or non-finished composite material. ~~and a~~ **Accessory buildings or structures shall not exceed 500 square feet except on parcels zoned A-1 which are two acres or more in size. Metal roofs are not permitted for any accessory structures greater than 100 square feet except on parcels zoned A-1 which are two acres or more in size EXCEPT METAL PANEL ROOFS WHICH ARE FACTORY-FINISHED WITH A RIB OR STANDING SEAM DESIGN WITHOUT EXPOSED FASTENERS AND WARRANTED AGAINST RUST SHALL BE PERMITTED ON ACCESSORY STRUCTURES EXCEPT CARPORTS.** Accessory buildings and structures shall be distant at least six feet from any dwelling situated on the same lot, unless erected as an integral part thereof, and at least six feet from all lot lines or adjoining lots which are within any A or R District or are used for residential purposes. An accessory paved parking space may be located in any yard except a front yard. The accessory use area of a building or structure which is constructed both contemporaneously with and as an integral part of the original principal residence shall not be included in the calculation of allowable accessory building or structure area under this subsection.

(b) Corner Lots. In any A or R District, where a corner lot adjoins in the rear a lot fronting on the side street, no part of an accessory building or structure on such corner shall be near a side street lot line than the least depth of the front yard required along such side street for a dwelling on such adjoining lot.

(c) Front Setback. No accessory use or structure in any A or R District, except an off- street parking area subject to the provisions of Chapter 1183, shall be permitted nearer to any front lot line than sixty feet, unless such use or structure is contained within, or connected by breezeway or similar structure to, the principal structure.

(d) Yard Requirements. Except as provided in Section 1180.03, an accessory building or structure, if not located in the rear yard, shall be erected as an integral part of, or

connected by a breezeway or similar structure with, the principal building to which it is accessory, and shall be so placed as to meet all yard and court requirements for a principal building of the same height and other dimensions as such accessory building or structure.

(e) Without Main Buildings. In any A or R District, no accessory building or structure shall be erected or constructed prior to the erection or construction of the principal or main building.

(f) Paved Ingress and Egress. An accessory building or structure which has a door opening(s) greater than six feet in width must have paved access in accordance with subsection 1183.05(c).

(g) Height of Accessory Building. In no case shall the height of an accessory building or structure exceed the height of the principal structure that occupies the same lot or parcel except on parcels zoned A-1 which are two acres or greater in size.

(Ord. 36-13. Passed 4-22-13.)

ROPE LIGHTS

Chapter 1187, Signs

1187.02 DEFINITIONS.

(a) "Sign" means any name, identification, description, illustration, symbol, statue or device illuminated or nonilluminated which is visible from any public place or is located on private property and exposed to the public view from outside the property where located and which directs attention to a product, service, place, activity, person, institution, business or solicitation, or any emblem, painting, banner, pennant, placard or temporary sign designed to advertise, identify or convey information, to include any landscaping wherein letters or numbers are used for the purpose of directing the public's attention to a product or location. For the purpose of removal, signs shall also include all sign structures. The entire translucent area of an internally illuminated or backlit awning, canopy or other exterior area of a building or an attachment to the building which is located outside of the enclosed building and is visible from any public street shall be included as a sign, whether or not it has lettering or other symbols or illustrations thereon.

The word "sign" does not include: a flag or pennant of any nation, state, city or other political unit, or of any educational, charitable, philanthropic, civic, professional, religious organizations or like campaign, drive, movement or event; commemorative plaques approved by Council; any name plate sign in residential areas or any board, sign or surface used to display any official notices issued or posted by any court or public officer in the performance of a public duty; window displays; signs within a stadium, shopping center, residential complex, arena or other use, which cannot be viewed from any public streets; any signs for control of traffic and other regulatory purposes, governmental identification and directional signs, including signs for

identification and location of entryways and public facilities and events and geographic areas of the City, street signs, warning signs, railroad crossing signs and signs of public service companies for the purpose of public safety. All signs excluded herein shall meet any applicable building or structural requirements.

The following are types of signs:

(1 - 28)

(28.1) "ROPE LIGHTS" MEANS FIBER OPTIC CABLE LIGHTING, LED LIGHTS OR OTHER CONTINUOUS OR CONNECTED SERIES OF LIGHTS THAT MAY BE ENCASED IN FLEXIBLE PLASTIC TUBING, TAPE OR OTHER MATERIAL TYPICALLY USED TO OUTLINE OR DECORATE A STRUCTURE, INCLUDING WINDOW AND DOOR FRAMES WHETHER LOCATED INSIDE OR OUTSIDE THE STRUCTURE. THIS DOES NOT INCLUDE SEASONAL LIGHTING.

1187.03 GENERAL REQUIREMENTS.

(a - v)

(w) ROPE LIGHTS. ROPE LIGHTS ARE PROHIBITED.

SITE LANDSCAPING

Chapter 1143, General Regulations

1143.29 SITE LANDSCAPING.

IN ALL ZONING DISTRICTS, EXCEPT SINGLE-FAMILY RESIDENCES, ALL AREAS NOT OCCUPIED BY STRUCTURES, PATHWAYS, PARKING LOTS OR LOADING AREAS SHALL BE COVERED WITH PLANTINGS, GRASS OR OTHER NATURAL GROUND COVER. HARDSCAPE, SUCH AS ROCK, SHALL ONLY BE PERMITTED AS NECESSARY TO CONVEY STORMWATER RUN-OFF OR AS A MINOR ACCESSORY TO PLANTINGS, GRASS OR OTHER NATURAL GROUND COVER.

SECURITY BARS

Chapter 1143, General Regulations

1143.30 SECURITY BARS.

SECURITY BARS, GRILLES OR SIMILAR DEVICES SHALL BE RETRACTABLE, SHALL BE INSTALLED ON THE INTERIOR OF THE WINDOW OR DOOR FRAMES, AND SHALL BE RETRACTED AT ALL TIMES DURING

WHICH THE BUILDING IS OPEN FOR BUSINESS. A BUILDING PERMIT SHALL BE REQUIRED PRIOR TO INSTALLATION OF SECURITY BARS, GRILLES OR SIMILAR DEVICES.

DESIGN REVIEW COMMITTEE MEMBERSHIP

D-1, Downtown District

1168.12 PROCEDURE.

(a) The provisions of any other part of these Codified Ordinances notwithstanding, before the issuance of any building permit or zoning certificate, the Design Review Committee shall review the plans to ensure that the proposed project complies with the Design Guidelines set forth in this chapter. The Design Review Committee shall recommend to the Planning Commission their findings of a project review. They may recommend alternatives or modifications to a plan. The Planning Commission shall review all plans detailing the matters described in this chapter to determine compliance with the provisions of this chapter and to fulfill the purposes stated in Section 1168.01.

(b) The Design Review Committee shall have thirty days in order to accomplish the review required. The Committee shall have thirty days after the plans are submitted to the Planning Department to review the plans for guideline compliance.

(c) There shall be created a Design Review Committee consisting of nine members to be determined as follows:

- (1) One member shall be appointed by a majority vote of Council from among its membership. Such member may be removed from the Committee, without cause, by a majority vote of the Council members;
- (2) One member shall be appointed by a majority vote of the Planning Commission from among its members. Such member may be removed from the Committee, without cause, by a majority vote of the Planning Commission;
- (3) One member shall be the Director of the **Planning-DEVELOPMENT SERVICES** Department, or a staff representative appointed by the **Planning DEVELOPMENT SERVICES** Director;
- (4) One member shall be the City's Building Division Superintendent; (Ord. 130-94. Passed 9-26-94.)
- (5) One member shall be a **N citizen ELECTOR** at large ~~from the citizenry.~~ This member shall be appointed by ~~the City Manager and is subject to confirmation by~~ City Council. Such member shall have no financial interests to **Town-Center D-1, DOWNTOWN DISTRICT** businesses or residences. The **citizen ELECTOR** at large member shall serve for a two year term. (Ord. 154-96. Passed 10-15-96.)

- (6) ~~Four~~ **TWO** members shall be business owners or operators from the ~~four Town Center D-I, DOWNTOWN DISTRICT.~~ ~~quadrants.~~ ~~One person representing each quadrant.~~ These members shall be appointed by the ~~City Manager and are subject to confirmation by~~ CITY Council. The ~~quadrant D-1, DOWNTOWN DISTRICT BUSINESS~~ members shall serve for overlapping terms of two years each. ~~, except that the members first appointed shall serve for the following terms of office: two quadrant members shall serve for one year and the other two members serve for two year terms; and thereafter, each member shall serve for a term of two years.~~
- (7) **TWO MEMBERS SHALL BE BUSINESS OWNERS OR OPERATORS FROM THE D-I, DOWNTOWN DISTRICT OR SHALL BE ELECTORS AT LARGE. THESE MEMBERS SHALL BE APPOINTED BY CITY COUNCIL. THE D-1, DOWNTOWN DISTRICT BUSINESS MEMBERS SHALL SERVE FOR OVERLAPPING TERMS OF TWO YEARS EACH.**

CLINICS

C-2, Central Business District

1159.01 PRINCIPAL PERMITTED USES.

No building, structure or land shall be erected, altered, enlarged or used which is arranged or designed for other than one of the following uses, except as provided in Chapter 1198.

- (a) General. Any use permitted and as regulated in the C-1 District, except as modified herein and except that no residential uses are permitted.
- (b) Retail and Service. Art and antique shops, artist supply stores, interior decorating shops, furniture and appliance stores, self-service laundries, dry cleaning shops, department stores, variety and dime stores, dry goods and apparel stores, laundry pick-up stores, supermarkets.
- (c) Office. Business and/or professional offices; office buildings.
- (d) Bank. Banks, savings and loans and other similar financial organizations with or without drive-through facilities.
- (e) Restaurants and Fast Food Restaurants. Restaurants and fast food restaurants provided the principal building is distant not less than 100 feet from a principal structure in any A or R District. This subsection does not include drive-through facilities.
- (f) School and Studio. Trade or business schools provided machinery which is used for instruction purposes is not objectionable due to noise, fumes, smoke, odor or vibrations; photographic studios, dancing studios, radio and telecasting studios and the like.
- (g) Printing and Related Trade. Publishing, job printing, lithographing and

blueprinting, etc.

~~(h) Clinic.~~

(Ord. 89-15. Passed 10-13-15.)

1159.02 CONDITIONAL USES.

The following uses shall be permitted only if expressly authorized by the Planning Commission.

- (a) General. All conditional uses permitted and as regulated in the C-1 District, except as modified herein.
- (b) Retail and Service. Any other retail business or service establishment or use which is determined by the Commission to be of the same general character as the above principal permitted uses, but not including any use which is first permitted or which is not permitted in the C-3 District.
- (c) Veterinary Hospital or Clinic. Veterinary hospitals and clinics, excluding any outside kennels, cages, exercise runs or keeping of animals.
- (d) Drive-thru Facilities. Any establishment with drive-thru facilities as defined in Section 1133.01(29.1) except bank drive-thru facilities which are a principal permitted use.
- (e) Entertainment. Night clubs, game rooms, theaters, billiard parlors, bowling alleys, teen clubs, taverns and similar enterprises but not within 100 feet of a principal structure located in any A or R District.
- (f) Motor Vehicle Service. Motor vehicle service facility.
(Ord. 89-15. Passed 10-13-15.)
- (g) CLINIC.

D-1, Downtown District

1168.02 PRINCIPAL PERMITTED USES.

No building, structure or land shall be erected, altered, enlarged or used which is arranged or designed for other than one of the following uses, except as provided in Chapter 1198.

- (a) General. Any use permitted and as regulated in the C-1 District, except as modified herein and except that no residential uses are permitted.
- (b) Retail and Service. Art and antique shops, artist supply stores, interior decorating shops, furniture and appliance stores, self-service laundries, dry cleaning shops, department stores, variety and dime stores, dry goods and apparel stores, laundry pick-up stores, supermarkets.
- (c) Office. Business and/or professional offices; office buildings.
- (d) Financial. Banks, savings and loans and other similar financial organizations with or without drive-through facilities.
- (e) Restaurants. Restaurants without drive-through facilities.
- (f) School and Studio. Trade or business schools provided machinery which is used for instruction purposes is not objectionable due to noise, fumes, smoke, odor or vibration; photographic studios, dancing studios, radio and telecasting studios and the like.

(g) Printing and Related Trade. Publishing, job printing, lithographing and blueprinting, etc.

~~(h) Clinic.
(Ord. 36-13. Passed 4-22-13.)~~

1168.03 CONDITIONAL USES.

The following uses shall be permitted only if expressly authorized by the Planning Commission.

- (a) Restaurants. Restaurants as defined in Section 1133.01(70.1).
- (b) Retail and Service. Any other retail business or service establishment or use which is determined by the Commission to be of the same general character as the above principal permitted uses, but not including any use which is first permitted or which is not permitted in the C-3 District.
- (c) Veterinary Hospital or Clinic. Veterinary hospitals and clinics, excluding any outside kennels, cages, exercise runs or keeping of animals.
- (d) Drive-thru Facilities. Any establishment with drive-thru facilities as defined in Section 1133.01(29) except bank drive-thru facilities which are a principal permitted use. This is defined as an operation where transfer of goods and services to the customer is designed to be done while the customer remains in the vehicle.
- (e) Institutional. Schools and colleges for academic instruction, ~~and~~ churches, **AND including** church schools.
- (f) Fruit and Vegetable Stores.
- (g) Entertainment. Night clubs, game rooms, theaters, billiard parlors, bowling alleys, teen clubs, taverns and similar enterprises, but not within 100 feet of any R District and subject to all applicable regulations and such permits as may be required by law.
- (h) Wind Turbines. An alternative energy device designed to harness the natural wind currents to produce energy.
- (i) Motor Vehicle Fuel Dispensing Facility.
- (j) Motor Vehicle Service. Motor vehicle service facility.
- (k) Day Care Center.
(Ord. 89-15. Passed 10-13-15.)
- (l) CLINIC.**

C-4, Commercial Transition District

1179.01 PRINCIPAL PERMITTED USES.

No building, structure or land shall be erected, altered, enlarged or used which is arranged or designed for other than one of the following uses, except as provided herein and in Chapter 1198.

- (a) Residential. One family dwellings included rooming and boarding houses and tourist homes.

- (b) Institutional. Colleges, churches and church schools, libraries, museums, schools, seminaries, ~~health clinics, hospitals~~, art galleries, day care centers and retirement centers.
- (c) Offices. ~~Medical and Dental~~ offices, banks, savings and loans, business and professional offices, government offices, religious and public institution offices, offices of interior decorators, architects and engineers.
- (d) Retail Businesses. Art and antique shops, art supply stores, dry goods and survival gear sales, furniture and appliance stores, florist, garden supply stores, hardware stores, paint stores, variety and dime stores and mail order stores.
- (e) Service Type Businesses. Barber shops, beauty parlors, dancing and art studios, drug stores and pharmacies, dry cleaning outlet stores, funeral parlors, paper hanging shops, photographic studios, publishing operations.
(Ord. 94-84. Passed 7-9-84.)

1179.02 **CONDITIONAL USES.**

The following uses shall be permitted only if expressly authorized by the Planning Commission.

- (a) Service Type Businesses. Blueprinting, job printing, lithographic services, radio and television telecasting, trade and business schools, restaurants, plumbing shops and electric repair operations.
- (b) Parking Facilities. Public parking area subject to the provisions of Chapters 1183 and 1189.
- (c) Public Utility Facility.
- (d) Light Manufacturing. Production of goods on a limited basis, done by no more than two people, unless additional people are authorized by the Commission, as a craft or specialty trade and not to be a major production and distribution operation. This may include production of musical and technical instruments, pottery, rugs, clothes, stained and blown glass and any other items which shall constitute a non-objectionable use per Section 1179.04(d).
- (e) Retail and Service. Any other retail business or service establishment or use which is determined by the Commission to be of the same general character as the above principal permitted uses.
(Ord. 94-84. Passed 7-9-84.)
- (f) **CLINIC.**

CHURCH AS A CONDITIONAL USE IN THE C-1 AND D-1 DISTRICTS

C-1, Neighborhood Business District

1157.02 **CONDITIONAL USES.**

The following uses shall be permitted only if expressly authorized by the Planning Commission.

- (a) General. All conditional uses permitted and as regulated in the R-1 District except as modified herein.
- (b) Restaurant. Restaurants as defined in Section 1133.01(70.1).
- (c) Clinic.
- (d) Retail and Service. Any retail business or service establishment not a principal permitted use and which is determined by the Commission to be of the same general character as one of the principal permitted uses; but not including those uses which are first permitted, or are not permitted, in the C-3 District, unless demonstrated as necessary for normal day-to-day needs.
- (e) Institutional. Schools and colleges for academic instruction, ~~and~~ churches, **AND -including** church schools.
- (f) Motor Vehicle Fuel Dispensing Facility. (Ord. 94-84. Passed 7-9-84.)
- (g) Fruit and Vegetable Stores. (Ord. 103-84. Passed 8-13-84.)
- (h) Wind Turbines. An alternative energy device designed to harness the natural wind currents to produce energy. (Ord. 98-10. Passed 11-8-10.)

D-1, Downtown District

See Modification under Conditional Uses on Page 1 – Section 1168.03(e).

HEIGHT REGULATIONS IN THE C-2, D-1, AND D-1A ZONING DISTRICTS

C-2, Central Business District

1159.07 HEIGHT REGULATIONS.

NO PRINCIPAL OR ACCESSORY STRUCTURE SHALL EXCEED A HEIGHT OF THREE STORIES OR 40 FEET, WHICHEVER IS LOWER, EXCEPT AS PROVIDED IN SECTION 1180.02 AND EXCEPT WHEN EXPRESSLY AUTHORIZED AS A CONDITIONAL USE BY PLANNING COMMISSION.

D-1, Downtown District

1168.07 LOT AREA, FRONTAGE, HEIGHT REGULATIONS AND YARD REQUIREMENTS.

The following minimum requirements shall be observed, except as provided in Chapter 1180.

- (a) Lots legally existing at the time of application of this chapter to such lots shall be considered legal conforming lots and shall not be classified as nonconforming use. Lots created subsequent to the application of this chapter to the property must conform to the provisions of this chapter.

	<u>Lot Area (Sq. Ft.)</u>	<u>Lot Frontage (Feet)</u>	<u>Front Yard Depth (Feet)</u>	<u>Side Yard Width (Feet)</u>	<u>Rear Yard Depth (Feet)</u>
Nonresidential uses	10,000	75	25	None; except when adjoining an A or R District; then no less than ten feet.	None; except when adjoining an A or R District; then no less than ten feet.
<u>Residential</u>	Prohibited				

Screening and Buffering

<u>Zone</u>	<u>Use</u>	<u>Buffering (Horizontal Dimension)</u>	<u>Screening (Vertical Screen Dimension)</u>
D-1	Business	25' adjoining A and R Districts	6' adjoining A and R Districts

- (b) **HEIGHT REGULATIONS. NO PRINCIPAL OR ACCESSORY STRUCTURE SHALL EXCEED A HEIGHT OF THREE STORIES OR FORTY FEET, WHICHEVER IS LOWER, EXCEPT AS PROVIDED IN SECTION 1180.02 AND EXCEPT WHEN EXPRESSLY AUTHORIZED AS A CONDITIONAL USE BY PLANNING COMMISSION.**

D-1A, Downtown District Modified

1174.05 LOT AREA, FRONTAGE, **HEIGHT REGULATIONS** AND YARD REQUIREMENTS.

The following minimum requirements shall be observed, except as provided in Chapter 1180.

- (a) Lots legally existing at the time of application of this chapter to such lots shall be considered legal conforming lots and shall not be classified as a nonconforming use. Lots created subsequent to the application of this chapter to the property must conform to the provisions of this chapter.

	<u>Lot Area</u> (Sq.Ft.)	<u>Lot Frontage</u> (Feet)	<u>Front Yard Depth</u> (Feet)	<u>Side Yard</u> <u>Width</u> (Feet)	<u>Rear Yard</u> <u>Depth</u> (Feet)
Non-residential uses	10,000	None	90	None; except when adjoining an A or R District; then no less than ten feet.	None; except when adjoining an A or R District; then no less than ten feet.

Screening and Buffering

<u>Zone</u>	<u>Use</u>	<u>Buffering (Horizontal Dimension)</u>	<u>Screening (Vertical Screen Dimension)</u>
D-1A	Business	25' adjoining A and R Districts	6' adjoining A and R Districts

(Ord. 46-95. Passed 4-24-95.)

(b) Residential Prohibited.

(c) **HEIGHT REGULATIONS. NO PRINCIPAL OR ACCESSORY STRUCTURE SHALL EXCEED A HEIGHT OF THREE STORIES OR FORTY FEET, WHICHEVER IS LOWER, EXCEPT AS PROVIDED IN SECTION 1180.02 AND EXCEPT WHEN EXPRESSLY AUTHORIZED AS A CONDITIONAL USE BY PLANNING COMMISSION.**

				A or R District; then no less than ten feet.	A or R District; then no less than ten feet.
--	--	--	--	--	--

Lots legally existing at the time of application of this chapter to such lots shall be considered legal conforming lots and shall not be classified as a nonconforming use. Lots created subsequent to the application of this chapter to the property must conform to the provisions of this chapter.

Residential Prohibited.

Screening and Buffering

<u>Zone</u>	<u>Use</u>	<u>Buffering (Horizontal Dimension)</u>	<u>Screening (Vertical Screen Dimension)</u>
D-1A	Business	25' adjoining A and R Districts	6' adjoining A and R Districts

(Ord. 46-95. Passed 4-24-95.)

City of Fairfield, Ohio City Council Meeting Communication

Date: 9-26-16

Item:

An ordinance authorizing the City Manager to execute the FY 2017 Community Development Block Grant (CDBG) application.

Financial Impact:

The requested grant allocation is for \$112,100. The CDBG Cooperation Agreement between the City of Fairfield and Butler County entitles Fairfield to no less than 10% of the CDBG funds the County receives in that program year. Ten percent of the allocation for 2017 is estimated to be \$112,780.

Synopsis:

The proposed project is to replace the existing playground equipment, which is over 25 years old and in disrepair with new and updated equipment in Good Neighbors Park.

Background:

The CBDG is a source of funding to support areas that are designated as Low to Moderate Income (LMI) such as this neighborhood. The proposed play equipment meets the national objective of benefitting a low to moderate income neighborhood.

Recommendation:

It is recommended that City Council authorize the City Manager to execute the FY 2017 CDBG application which is due to Butler County by November 3, 2016.

Legislative Actions:

Rules Suspension and Adoption Requested? No.

Emergency Provision Needed? No.

Prepared by: Eric Dawson (Planning Manager)

Approved for Content by: _____

Financial Review (where applicable): Mary Hyma

Legal Review (where applicable): John A. Clemmons

Accepted for Council Agenda: Eric Dawson





A PLAYCORE Company

c/o David Williams & Associates, Inc.
P.O. Box 208 Harrison, OH 45030
800-762-7936 Toll Free
330-821-4505 Fax
www.davidwilliamsassociates.com

QUOTE #44641

09/14/2016

City of Fairfield - Good Neighbor Park

Fairfield, City of
Attn: Bob Schappacher
411 Wessel Drive
Fairfield, OH 45014-4999
Phone: 513-867-5348
Fax: 513-867-6070
bschappacher@fairfield-city.org

Project #: P20827
Ship To Zip: 45014

Table with 5 columns: Quantity, Part #, Description, Unit Price, Amount. Contains 6 rows of item details including Gametime PrimeTime Play Structure, Freestanding Play Components, 4-Bay Xscape Swing, GT Impax wood fiber, and Playground Border.

Total Amount: \$112,075.92

Pricing valid for 30 days. Please request a new price after that time. Our quotation is based on shipment of all items at one time to a single destination, unless otherwise noted, and changes are subject to price adjustment.

Payment terms: Payment in full, net 30 days subject to credit approval. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment will be invoiced separately from other services and shall be payable in advance of those services and project completion.

To order: Please complete the acceptance portion of this quotation and provide color selections, purchase order copy and other key information requested.

This quote does not include any state or local sales taxes. Sales tax will be added to the order if required, unless otherwise noted.

Acceptance of this proposal indicates your agreement to the terms and conditions stated herein.

Please issue one purchase order for the equipment and a separate purchase order for surfacing and/or equipment installation services.

GameTime Shipping Time: Standard shipping time for GameTime is 21-28 days. Allow an additional 4-7 days for transit.

Short Ship Claims: Purchaser has 14 days from receipt of equipment to file a short ship report in writing to our office. Company reserves right to not honor claims made after this time.

GTImpax Engineered Wood Fiber Delivery Time: Typical lead time for delivery is minimum 2 weeks. Delivery is based on a single delivery to one location per truck, additional drops not included unless specifically noted above. Please confirm current delivery time when placing order. Note: Delayed shipping permitted up to 4 months, at which time surfacing needs to be delivered or paid in full.

Bulk material ships via semi-truck/trailer with a live floor system in trailer which allows driver to deposit EWF directly onto a specific area provided proper access is available. Driver has final say whether the site has proper access. Site restoration is not included and will be the responsibility of the owner/owner's representative.



Good Neighbors Park

Fairfield, OH



DAVID
WILLIAMS
ASSOCIATES

Parks and Recreation Equipment

1-800-762-7936 ~ www.davidwilliamsassociates.com



ORDINANCE NO. _____

ORDINANCE TO AUTHORIZE THE CITY MANAGER TO EXECUTE THE FY 2017 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION AND AGREEMENT AND DECLARING AN EMERGENCY.

BE IT ORDAINED by the Council of the City of Fairfield, Ohio, that:

Section 1. The City Manager is hereby authorized to execute the FY 2017 Community Development Block Grant (CDBG) application and agreement in accordance with the application and agreement on file in the office of the City Manager.

Section 2. This Ordinance is hereby declared to be an emergency measure necessary for the urgent benefit and protection of the City and its inhabitants for the reason that the application must be filed by November 3, 2016; wherefore, this ordinance shall take effect immediately upon its passage.

Passed	_____	_____
		Mayor's Approval
Posted	_____	
First Reading	_____	Rules Suspended _____
Second Reading	_____	Emergency _____
Third Reading	_____	

ATTEST:

Clerk of Council

This is to certify that this Ordinance has been duly published by posting and summary publication as provided by Charter.

Clerk of Council

CITY OF FAIRFIELD, OHIO
CITY COUNCIL MEETING COMMUNICATION

ITEM NO. 11.0252

DATE: 09/26/2016

ITEM:

Preliminary Legislation for Bridge Inspection Services

FINANCIAL IMPACT:

None at this time.

SYNOPSIS:

The Ohio Department of Transportation will continue to perform bridge load rating calculations, scour assessments, bridge inspections and fracture critical plan development for all City bridges.

BACKGROUND:

The Ohio Department of Transportation is letting a contract for Bridge Inspection Program Services to perform bridge load rating calculations, scour assessments, bridge inspections and fracture critical plan development. ODOT has kept an inventory of these activities for local bridges in the past, but has required the work be done by the governing jurisdiction. ODOT initially let a program to provide these services in 2014. This will be for 2017-2019.

This project will evaluate bridges in order to keep the City's bridge inventory in compliance with the National Bridge Inspection Standards. This inventory must be kept in compliance to be eligible for federal funding.

City staff has contracted this work out to consultants prior to 2014.

RECOMMENDATION:

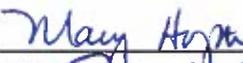
It is recommended that the City Council authorize the City Manager to enter into a preliminary legislation agreement with the Ohio Department of Transportation for Bridge Inspection Program Services.

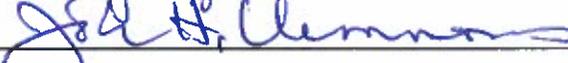
LEGISLATIVE ACTION: Suspension of Rules and Adoption Requested? **If yes, explain above.**
yes no

Emergency Provision Needed? **If yes, explain above.**
yes no

Prepared by: 

Approved for Content by: 

Financial Review (where applicable): 

Legal Review (where applicable): 

Accepted for Council Agenda: 

Ben Mann

From: Omar.Abu-Hajar@dot.ohio.gov
Sent: Tuesday, September 06, 2016 1:50 PM
To: bungardcd@allianceoh.gov; slahrmer@amberleyvillage.org; utilities3@amherstohio.org; kremser.shane@ashland-ohio.com; lratermann@ashtabulacity.com; astone@ci.athens.oh.us; rknopf@cityofavon.com; jrreitz@avonlake.org; balticvillage@roadrunner.com; Mvinay@cityofbarberton.com; mohler1773@roadrunner.com; sthomas@cityofbayvillage.com; dale.pekarek@beachwoodohio.com; moorman@ci.beavercreek.oh.us; bierut@cvelimited.com; scottporter.bellairegov@outlook.com; m.schlagheck@cityofbellbrook.org; kevin.scagnetti@cityofbellevue.com; Mayor@bellvilleohio.net; belpremayor@wirefire.com; tarmagno@cityofberea.org; showard@blanchester.org; mehaffiej@bluffton-ohio.com; dgkrock@bostonheightsvillage.com; keaton@brookvilleohio.com; rcummins@brunswick.oh.us; blclerk@roadrunner.com; ssd@cityofbucyrusoh.us; incometax@neo.rr.com; camb-engr@cambridgeoh.org; vocadm@udata.com; scallahan@carlisleoh.org; PTerrell@cedarville.us; ssdir@celinaohio.org; DSpitler@centervilleohio.gov; ben@chagrin-falls.org; rsharpe@chardon.cc; tom.day@ci.chillicothe.oh.us; Valerie.Goeller@ci.circleville.oh.us; wagner.doug@att.net; Rose@Clayton.OH.US; amannarino@clvhts.com; pfiser@clydeohio.org; lwillard@cityofcolumbiana.org; cgadmin@q1.net; pwd3@suite224.net; villageofcorning@sbcglobal.net; mmilliron@crestlineoh.com; administrator@crooksville.com; engineering@cityofcf.com; lrausch@cityofdefiance.com; bferrigno@delawareohio.net; sgeorge@cityofdelphos.com; Bpeebles@villageofdelta.org; dennmayor@att.net; deshclerk@embarqmail.com; dave.douglas@doverohio.com; dturner@eastcleveland.org; elcowan@gmail.com; ep-manager@comcast.net; Rimmerfrm@hotmail.com; butler@englewood.oh.us; don.oconnor@ci.fairborn.oh.us; Ben Mann; statene@ci.fairlawn.oh.us; sblue@villageoffayette.com; swilson@findlayohio.com; rdiller@fortrecovery.org; cityengineer@fostoriaohio.gov; slewis@franklinohio.org; tfredericksen@fremontohio.org; Robert.Priestas@gahanna.gov; nicoleward@ci.galion.oh.us; streets@genevaohio.com; yoderj@poggemeyer.com; jlambert@cityofgirard.com; lrokey@glendaleohio.org; glousterwe@nelsonvillev.com; villageadmin@villageofgreenwich.com; hamlermayor@gmail.com; dkibler@neo.rr.com; jgroff@heathohio.gov; wsnyder@villageofholgate.com; maintenance@hollandohio.com; rbergman@hhoh.org; tsheridan@hudson.oh.us; cgibboney@cityofhuron.org; rammdo@independenceohio.org; irondalevillage@gmail.com; mayor@ironton-ohio.com; wsheward@jacksonohio.us; bowlingj@kent-ohio.org; 1ssd@windstream.net; mnoland@ci.lancaster.oh.us; dowens@lebanonohio.gov; administrator@leetonia.org; kirk.niemeyer@cityhall.lima.oh.us; davidk@lockland.com; jmosier@ci.london.oh.us; planningzoning@lordstownvillage.cc; C.Young@Loudonville-oh.us; citymanager@louisvilleohio.org; cklopfenstein@lovelandoh.com; rbianchi@ci.mansfield.oh.us; MantuaSD@sbcglobal.net; joetucker@mariettaoh.net; servicedirectorcbennett@gmail.com; jhoyt@marysvilleohio.org; kseiler@masonoh.org; kdylewski@massillonohio.com; camp-joe@maumee.org; ppatton@medinaoh.org; swiger@cityofmentor.com; Metamora@embarqmail.com; Bob.Stanley@CityofMiamisburg.org; dweir@middlefieldohio.com; robertn@cityofmiddletown.org; ngiardina@middlefieldohio.com; mid453@yahoo.com; bwhite@milfordohio.org; dharp@ci.minerva.oh.us; admin@mingojct.us; brockb@monroeohio.org; briblet@ci.montgomery.oh.us; chaught@moraineoh.org; engineer@mountvernonohio.org; clulfs@napoleonohio.com; citymanger@cityofnelsonville.com; bmorehead@newarkohio.net;

To: mayor@newcomerstownoh.com; nladmin@rrohio.com; nladmin@newlondonohio.com; jzucal@newphilaoh.com; groberts@newrichmond.org; nwwater@newwashington.us; shanepatrone@yahoo.com; jbenekos@northcantonohio.com; swangler@nridgeville.org; Engineer@norwalkoh.com; ssd@norwood-ohio.com; RRoberts@cityofoberlin.com; ltimmer@ontarioohio.org; rshultz@ci.oregon.oh.us; swheeler@orrville.com; thompsonm@ottawahills.org; vpopescu@cityofoxford.org; rlesiecki@painesville.com; dneff@neff-assoc.com; john.grosse@stantec.com; villpeeb@bright.net; wsheehy@cvelimited.com; ddariano@ci.perrysburg.oh.us; STourville@pickerington.net; administrator@villageofpioneer.com; jjordan@plain-city.com; cweghorst@portsmouthoh.org; bob.finnery@ci.ravenna.oh.us; dcourtney@readingohio.org; epepper@krockesser.com; mmiller@riverside.oh.us; rpd43777@sbcglobal.net; roswellvillage@aol.com; Administrator@russiaoh.com; salinevillemayor@yahoo.com; aklein@ci.sandusky.oh.us; service@sevenhillsohio.org; msoos@comcast.net; JKempe@cityofsharonville.com; joegies@shelbyohio.org; RMagoto@SidneyOH.com; ablackley@hovancsek.com; schapman@spencervilleoh.com; elmer@cityofspringboro.com; jagricola@springdale.org; jonnacronebaugh@yahoo.com; chris.thompson@strongsville.org; gstjohn@midohio.twcbc.com; jgoch@villageofswantonohio.us; kaller@cityofsylvania.com; tmitchel@cityofwch.com; Dennis.Richardson@cityofwauseon.com; wellstonengr1@midohio.twcbc.com; Administrator@wellsvilleohio.us; servicedir@westcarrollton.org; susan.banbury@westerville.org; MLivojevic@tiffinohio.gov; donnellyj@tippcity.net; ts@brdband.com; rshooper@embarqmail.com; dhines@trotwood.org; Jill.Rhodes@troyohio.gov; amohr@twinsburg.oh.us; xvmayor@att.net; jthiel@uaoh.net; webmonkey@valleyviewohio.org; bgalvin@vandaliaohio.org; blawson@vanwert.org; malloym@ksassociates.com; ttucker@wadsworthcity.org; stuckyd@waltonhillsohio.gov; mruck@wapakoneta.net; pmakosky@warren.org; Zach.Woodruff@whitehall-oh.us; jdaugherty@whitehouseoh.gov; PDiFranco@RLBA.com; BShidaker@Wilmingtonoh.org; rkobilarcsik@woosteroh.com; cberger@ci.xenia.oh.us; yorkvillesewage@frontier.com; CSaunders@coz.org; dgalli@cityofbayvillage.com; nickb@bedfordheights.gov; D.wilson@cityofbellbrook.org; b.goncy@bostonheightsvillage.com; Wright@BrookvilleOhio.com; dcasson@carlisleoh.org; RJames@centervilleohio.gov; david@chagrin-falls.org; phornyak@chardon.cc; john.ankrom@ci.circleville.oh.us; jsexton@clayton.oh.us; service@cityofcf.com; dallen@villageofdelta.org; pschmelzer@findlayohio.com; tomoleary@ci.galion.oh.us; kgladden@genoahio.org; awhite@cityofhuron.org; dkennedy@lovelandoh.com; tinalones@mariettaoh.net; jezak-john@maumee.org; cvance6977@gmail.com; scottt@cityofmiddletown.org; arthurd@monroeohio.org; dkennedy@newrichmond.org; citymgr@painesville.com; buckles@parmaheightsoh.gov; bking@ci.pataskala.oh.us; flewis@portsmouthoh.org; troth@ci.sandusky.oh.us; GClough@Sidneyoh.com; brediger@midohio.twcbc.com; jpalmer@uaoh.net; Ray.Ogden@whitehall-oh.us; natecatania@willoughbyhills-oh.gov; closser3@comcast.net

Subject: RE: Municipal Bridge Inspection Program Renewal

Please note the correction. February 2016 should be be rather November 2016.

Dear Sir/ Madam:

The current bridge inspection programing is about to end in December 2016, so ODOT is in the process of renewing this program for three more years. It will be for the inspections done in 2017, 2018, and 2019. We are hiring four consultants to perform similar tasks as before, such as bridge inspections, load ratings, and any other requirements set by FHWA in the 23 metrics. We will need a new legislation to renew the agreement between ODOT and your municipality, please see the consent form provided in the attachment. Please have it filled out, signed by the Mayor and

Council, and return it to my attention to secure the signature from our Director. We will send you back a signed copy for your records. Included in the attachments with this email are the consultant Scope of Services by ODOT and the NBIS Oversight Program by FHWA. Please see attachments for reference to these documents.

To track progress, please respond to this email indicating your wish to remain in this program and have the signed legislation returned by mail or email within the month of February, 2016. Respectfully.

Regards,

Omar Abu-Hajar, P.E.
Local Bridge Program Manager
Ohio Department of Transportation
3rd Floor - Mail Stop 5180
1980 West Broad Street
Columbus, Ohio 43223
omar.abu-hajar@dot.ohio.gov
Tel: 614-387-1257
Fax: 614-887-4047

**GENERAL ENGINEERING SERVICES
Central Office, Office of Structural Engineering
Scope of Services**

The CONSULTANT may be required to perform the following services on a task order type basis for bridges designated by regulation or by agreement as City or Village inspection responsibility. Consultants must be prequalified for Level 1 Bridge Inspection services, which may include but are not limited to the following:

Task 1 - Scour Tasks

- Task 1A - Scour Critical Assessment
- Task 1B - Scour Plan-of-Action
- Task 1C – Scour Analysis

Task 2 - Load Rating Tasks

- Task 2A - Field Measurements for Load Rating
- Task 2B - Load Rating Calculations

Task 3 – SMS Structure Inventory and Review

Task 4 – Inspection Procedures

- Task 4A - Fracture Critical Plan
- Task 4B – Underwater Inspection Procedures

Task 5 - Bridge Inspection

- Task 5A – Routine Bridge Inspection
- Task 5B – Fracture Critical Inspection
- Task 5C – Underwater Dive Inspection

Services shall be conducted in accordance with the following:

- ODOT Manual of Bridge Inspection, Latest Version
- Hydraulic Engineering Circulars 18, 20 and 23
- The Manual for Bridge Evaluation, Second Edition 2013 interim with revisions, AASHTO Publication
- Bridge Inspector's Reference Manual, FHWA NHI Publication Number: 12-049, Publication Year: 2012
- Underwater Bridge Inspection, FHWA Publication Number: FHWA NHI-10-027, Publication Year: 2010
- ODOT SMS Bridge and Inventory Coding Guide, Latest Version
- ODOT Bridge Design Manual, Latest Version

All work shall be performed on an actual cost basis. The CONSULTANT shall maintain a project cost accounting system that will segregate costs for individual task orders.

The duration of the agreement will be thirty-six (36) months from the authorization date of the agreement.

The Department will be performing an annual Quality Assurance Review (QAR) for each selected consultant in accordance with Manual of Bridge Inspection to ensure accuracy and consistency of the inspection and documentation in SMS. This typically includes an office and field review.

The project will be divided in to four (4) sub-projects (SP). A CONSULTANT will be selected for each sub-project. Municipalities opted into the previous inspection program will have the option to renew their legislation. The sub-projects have the following general geographic areas, category characteristics, and maximum contract values for the municipalities with with municipal inspection responsibility obtained from SMS data as of July 2016:

Project: SP01 - District (1, 2, &3), Total Structures = 406*

Type	Span =< 20'	20' < Span =< 60'	60' < Span =< 200'	Span > 200'	Total
Single Span	157	149	21	0	327
Multi-Span	20	19	27	13	79
Culvert	116	33	0	0	149
Truss	0	7	14	0	3
Underwater Inspection	0	0	0	0	0
Fracture Critical Inspection	0	2	2	0	4

* Level 1 bridge inspection structures

**General Engineering Services Scope of Services
Central Office, Office of Structural Engineering
PID No. 102554**

Project: SP02 - District (4, 11, &12), Total Structures = 211*

Type	Span =< 20'	20' < Span =< 60'	60' < Span =< 200'	Span > 200'	Total
Single Span	70	71	20	0	161
Multi-Span	6	7	22	15	50
Culvert	51	23	1	0	75
Truss	13	12	38	0	6
Underwater Inspection	0	0	0	1	1
Fracture Critical Inspection	0	1	4	0	5

* Level 1 Bridge Inspection structures

Project: SP03 - District (5, 6, &10), Total Structures = 285*

Type	Span =< 20'	20' < Span =< 60'	60' < Span =< 200'	Span > 200'	Total
Single Span	104	99	24	0	227
Multi-Span	4	6	31	17	58
Culvert	72	32	4	0	108
Truss	0	0	54	0	7
Underwater Inspection	0	0	0	1	1
Fracture Critical Inspection	0	0	7	0	7

* Level 1 bridge inspection structures

Project: SP04 - District (7, 8 &9), Total Structures = 377*

Type	Span =< 20'	20' < Span =< 60'	60' < Span =< 200'	Span > 200'	Total
Single Span	121	118	22	0	261
Multi-Span	23	44	37	12	116
Culvert	109	86	4	0	199
Truss	0	7	21	12	5
Underwater Inspection	0	0	1	0	1
Fracture Critical Inspection	0	2	3	1	6

* Level 1 bridge inspection structures

Please note that the total number of structure types is estimated based on current SMS data and may be adjusted when tasks are assigned. The estimated annual contract price value for each sub-project is as follows:

SP01 \$280,000
SP02 \$200,000
SP03 \$230,000
SP04 \$290,000

CONSULTANT shall clearly designate in the letter of intent the SP(s) they wish to be considered for.

Three (3) copies of the letter of intent shall be submitted. The letter of intent shall demonstrate that the CONSULTANT has a clear understanding of the scope of services.

Price Proposal Due Date: **//****

UNDERSTANDING

1. Inspections shall be completed by firms prequalified with ODOT for Level 1 bridge inspection with full time staff according to Manual of Bridge Inspection.
2. All reports and records compiled under this agreement shall become the property of the City or Village and shall be housed in the City or Village. ODOT shall receive an electronic copy of plans, analysis files, reports and other items mentioned below.
 - a) CONSULTANT shall perform all applicable updates to SMS with new or revised information for structure inventory and appraisal data, inspections, scour, fracture critical members, and load ratings.
 - b) CONSULTANT shall submit copies of all reports and calculations electronically, or in hard copies when requested, to the City or Village for inclusion in their bridge records.
 - c) This includes, as applicable, a printed copy of the inspection report, Scour Plan-of-Action, Fracture Critical Plan, load rating report, gusset plate analysis, inspection procedures, and field measurement notes, digital pictures as well as a reproducible digital data file (.pdf, .doc, and .xls formats).
3. Copies of all transmittal letters related to this Task Order shall be submitted to Central Office, Office of Structural Engineering.
 - a) When required, CONSULTANTS shall locate the original construction plans, as-built, and shop drawings from archive locations specified by the municipality and upload them onto SMS.

Services to be furnished by CONSULTANT may include:

TASK 1 - SCOUR TASKS

Task 1A – Scour Critical Susceptibility NBIS Item 113) - The CONSULTANT shall refer to the most recent ODOT Manual of Bridge Inspection. Deliverables include field notes, a completed Scour Critical Assessment Checklist as per Appendix I of the 2014 Manual of Bridge Inspection, and any other reference material needed for the bridge owner to properly maintain their bridge files.

Task 1B - Scour Plan-of-Action - The CONSULTANT shall refer to the most recent ODOT Manual of Bridge Inspection Appendix H for the scope of this task. Deliverables include a completed Scour Plan-of-Action, field notes, calculations, and any other reference material needed by bridge owner to maintain bridge files.

TASK 2 – LOAD RATING TASKS

Task 2A - Field Measurements for Load Rating - Should no plans exist or if additional information is required, each main member shall be field measured for load rating. The condition of the member should be noted on the field documentation. All measurements shall be included in the load rating report.

Task 2B - Load Rating Calculations – A bridge carrying vehicular traffic shall be rated to determine the safe load carrying capacity. The CONSULTANT shall review existing bridge plans and inspection reports and other inspection information such as photographs and estimates of section loss for bridge members and connections. The analysis for existing structures shall be performed for AASHTO HS20-44 [MS 18] (truck, lane, & military) loading for both inventory and operating levels, and for the four Ohio Legal Loads including the special hauling vehicles (2F1, 3F1, 4F1, and 5C1, SU4, SU5, SU6, SU7, and NRL) at operating level. The CONSULTANT shall try to complete the load rating analysis utilizing BrR (Virtis) at first. Hand-calculations or Spreadsheets if BrR is not applicable. The BrR analysis file, other load rating files, and BR100 shall be included with the submittal to OSE.

The inventory and operating ratings shall be coded as per the most recent version of the ODOT Bridge Inventory Coding Guide. Update SMS Inventory with the load rating results and upload BR100 pdf file.

The electronic deliverable shall include if applicable an Excel spreadsheet or other files used for analysis for each bridge which shall include the member areas, member capacities both with and without section loss, influence lines (can be the ordinates or graph of the lines), dead loads and dead load stresses in members, live loads and live

load stresses in members for all truck loadings and the load ratings of the members. Truck loadings to be used for the ratings are specified in BDM Section 900.

The Load Rating Report shall be prepared by a registered or non-registered engineer and it shall be checked, signed, sealed and dated by an Ohio Registered Professional Engineer.

The Load Rating Report shall explain the method used to calculate the load rating of each bridge.

AASHTO Load Factor Rating (LFR) shall be utilized for all bridges not designed by Load and Resistance Factor Design. AASHTO Load and Resistance Factor Rating (LRFR) shall be utilized for all structures designed for HL93 loading.

Load Rating Report Submittal to the City or Village shall include:

- a. Two (2) printed copies and one electronic pdf copy of the Load Rating Report for each bridge.
- b. Final summary of inventory and operating ratings for each member and the overall ratings of the structure shall be presented for each live load truck. An acceptable format is ODOT form BR-100.
- c. Analysis program input files. Both input and output files shall be submitted when programs other than BrR or spreadsheets are used.
- d. All calculations related to the load rating.

TASK 3 – SMS STRUCTURE INVENTORY AND REVIEW

The scope of this task includes a limited review of the structure inventory data in the ODOT SMS. In general, the CONSULTANT shall review specific existing ODOT bridge inventory records (as provided by the City and approved by ODOT) of the designated bridge. The CONSULTANT may download the inventory report, which contains inventory data for each bridge on file with ODOT from the ODOT website. The CONSULTANT shall verify this data and determine if the ODOT SMS structure file information needs changing. If no changes are necessary then no SMS inventory needs to be filled out. If changes are necessary, the scope of this task shall also include completing and filing inventory updates (and supplements, as needed) in SMS. The CONSULTANT shall refer to the ODOT Office of Structural Engineering Inventory and Coding Guide of SMS for inventory coding details.

TASK 4 – INSPECTION PROCEDURES

Task 4A – Fracture Critical Plan – A Fracture Critical Member Plan and inspection procedure shall be developed and updated. For more details, refer to Chapter 4: Inspection Types in the Manual of Bridge Inspection. It shall include:

1. Sketches of the superstructure with locations of all fatigue and fracture prone details identified.
 - a. Use framing plan or schematic with detail locations labeled and a legend explaining each labeled item on the scheme.
 - b. Use an elevation view for trusses.
 - c. Classify similar fatigue/fracture prone details as types (e.g. end of partial cover plate).
2. A table or location of important structural details indicating:
 - a. Type of detail (e.g. end of partial cover plate, short web gap, etc.)
 - b. Location of each occurrence of detail
 - c. AASHTO Fatigue Category of detail
 - d. Identify retrofits previously installed
3. Risk Factors Influencing the inspector access.

Photos and sketches shall be properly referenced. The CONSULTANT shall refer to the most recent ODOT Manual of Bridge Inspection for additional details on the scope of this task.

Task 4B – Underwater Inspection Procedures – An underwater inspection procedure shall be developed. For more details, refer to Chapter 4: Underwater Inspections in the Manual of Bridge Inspection.

TASK 5 – BRIDGE INSPECTION

Task 5A – Routine Bridge Inspection (SMS Input) - Perform a routine field inspection of the structure to determine the general condition. The CONSULTANT shall refer to the most recent ODOT Manual of Bridge Inspection for additional details on the scope of this task. Section 1111 of the Moving Ahead for Progress in the 21st Century Act (MAP-21) modified 23 U.S.C.144, requires Ohio to report bridge element level data for NBIS bridges on the National Highway System (NHS) to FHWA. A condition rating or element level inspection will be assigned. This task includes: Condition Rating Inspection for non-NBI structures, Condition Rating Inspection for NBI structures, and Element Level Inspection for NBI classified as NHS.

Task 5B – Fracture Critical Inspection - Perform a fracture critical field inspection of fracture critical items. The CONSULTANT shall update the FCM inspection procedure with current photos and descriptions. The CONSULTANT shall refer to the most recent ODOT Manual of Bridge Inspection for additional details on the scope of this task.

Task 5C – Underwater Dive Inspection – Perform Underwater/ In-Water inspection of substructure units according to the cycle shown in SMS. Emergency underwater inspection may arise for specific structures over the duration of the contract period. Work shall be done in accordance with the reference manuals and inspection procedure. Scour risk shall be evaluated after field and data collection.

Agreement Administration Procedures

- I. **Type I Task Order Notification and Authorization Procedures for task orders less than \$10,000 with a well-defined scope of services**
 - A. Central Office will identify a task order, assign a task order number and develop a detailed scope of services.
 - B. Central Office will authorize the CONSULTANT to perform the task by standard authorization letter that includes:
 1. A detailed scope of services for the task order.
 2. The completion time from authorization.
 3. The maximum compensation (including net fee).
 - a. The net fee shall be calculated as 11% of actual cost (labor + overhead + direct non-salary expenses). Subconsultant net fees shall be calculated in the same manner but the prime CONSULTANT shall not earn net fees on subconsultant costs.

- II. **Type II Task Order Proposal Request, Review and Authorization Procedures for task orders greater than \$10,000**
 - A. Central Office will identify a task order, assign a task order number and develop a detailed scope of services
 - B. Central Office will prepare a request for a task order proposal in the format included herein and transmit it to the CONSULTANT. Review of the task order request and task order proposal preparation are allowable costs and shall be shown as a separate line item in the proposal.
 - C. Standard Proposal Format - Each Task Order Proposal shall include the following elements:
 1. Letter of transmittal with reference to include:
 - a. Central Office General Engineering Services Agreement
 - b. PID No.
 - c. Agreement No.
 - d. Task Order No.The project for which the task order is being performed shall NOT be in the letter of transmittal reference, but shall be referenced in the body of the letter.
 2. All other proposal requirements shall conform to Chapter 6, Price Proposals for Agreements and Modifications, of the current Specifications for Consulting Services.
 3. Appendix A of the CONSULTANT's proposal shall include the task order proposal request transmitted to the CONSULTANT by the District.
 - D. Central Office will review the CONSULTANT's proposal for:
 1. Adherence to submittal requirements.
 2. Compliance with the scope of services.
 3. Mathematical accuracy.
 4. Labor hours and rates.
 5. Net fee percentage.
 - E. Central Office will resolve any issues with the CONSULTANT and obtain a revised proposal (if necessary).
 - F. Central Office will authorize the CONSULTANT to proceed with the task.

III. Task Order Identification and Numbering

- A. The task order numbering system shall be a three component series consisting of the Sub-Project (SP) number assigned to each consultant under this PID, second number is for the year, third is for sequential number of task orders.
 - 1. For example, the first task order issued in in 2017 for SP01 is SP01-2017(1).
 - a. Continuing task orders on that project would be numbered SP01-2017(2).
 - 2. A new task order number shall be assigned rather than increase the fee of an existing task order.

IV. Invoice and Project Schedule Requirements

- A. The CONSULTANT shall provide monthly invoices and project schedules in the format transmitted with the executed agreement. Each invoice shall include all task orders authorized, a summary of the total amount authorized, the total amount invoiced and appropriate project schedules.

Authorization to Proceed - Type I Task Order

Consultant Name and Address

Re: Central Office, Office of Structural Engineering
General Engineering Services Agreement
PID No.
Agreement No.
Task Order Number (FIPS Code) - (Number)

Dear Consultant:

Effective this date you are hereby authorized to proceed with the subject task order.

Project Identification

- a. Bridge List
- b. Tasks required on each bridge

Services Requested

(Detailed description of services required.)

Documents Furnished by the Agency (attached)

Additional Scope of Services Notes

Task Order Completion Time

___ days from Notice to Proceed.

Prime Compensation

The State agrees to compensate the CONSULTANT for the performance of the task order specified in accordance with Agreement No. _____, as follows:

Actual costs plus a net fee. The Maximum Prime Compensation shall not exceed _____ (\$ _____). The net fee shall be calculated as 11% of actual cost (labor + overhead + direct non-salary expenses). Subconsultant net fees shall be calculated in the same manner but the prime CONSULTANT shall not earn net fees on subconsultant costs.

**General Engineering Services Scope of Services
Central Office, Office of Structural Engineering
PID No. 102554**

Please address your written acknowledgment of this communication to:

Omar Abu-Hajar

Omar.Abu-Hajar@dot.ohio.gov

Office of Structural Engineering
Ohio Department of Transportation
1980 West Broad Street
3rd Floor - Mail Stop 5180
Columbus, OH 43223-1102

Respectfully,

cc: Tim Keller, file

Request for Task Order Proposal - Type II Task Order

Consultant Name and Address

Re: Central Office, Office of Structural Engineering
General Engineering Services Agreement
PID No.
Agreement No.
Task Order Number SP0X - (Number)

Dear Consultant:

Please provide a cost proposal for the subject task order as follows:

Project Identification

- a. Bridge List
- b. Tasks required on each bridge

Services Requested

(Detailed description of services required.)

Documents Furnished by the State (attached)

Additional Scope of Services Notes

Task Order Completion Time

___ days from Notice to Proceed.

Due date for Cost Proposal:

**General Engineering Services Scope of Services
Central Office, Office of Structural Engineering
PID No. 102554**

Please submit your proposal to:

Omar Abu-Hajar

Omar.Abu-Hajar@dot.ohio.gov

Office of Structural Engineering
Ohio Department of Transportation
1980 West Broad Street
3rd Floor - Mail Stop 5180
Columbus, OH 43223-1102

Respectfully,

cc: Tim Keller, file

If you have any questions or comments regarding this request, please contact this office prior to submitting your proposal.

Respectfully,

Attachments:

cc: file

Authorization to Proceed - Type II Task Order

Consultant Name and Address

Re: Central Office, Office of Structural Engineering
General Engineering Services Agreement
PID No.
Agreement No.
Task Order Number SP0X-(Number)

Dear Consultant:

Reference is made to your task order proposal dated _____, requesting compensation for the identified task.

Effective this date you are hereby authorized to proceed with the subject task order.

Prime Compensation

The State agrees to compensate the CONSULTANT for the performance of the task order specified in accordance with Agreement No. _____, as follows:

Actual costs plus a net fee of _____ (\$ _____). The maximum prime compensation shall not exceed _____ (\$ _____).

Please address your written acknowledgment of this communication to:

Omar Abu-Hajar

Omar.Abu-Hajar@dot.ohio.gov

Office of Structural Engineering
Ohio Department of Transportation
1980 West Broad Street
3rd Floor - Mail Stop 5180
Columbus, OH 43223-1102

Respectfully,

cc: Tim Keller, file

PRELIMINARY LEGISLATION

Consent

Rev. 6/26/00

Ordinance/Resolution # : _____

PID No. : 102554

County/Route/Section : _____

The following is a/an _____ enacted by the _____ of _____
(Ordinance/Resolution) (Local Public Agency)
County, Ohio, hereinafter referred to as the Local Public Agency (LPA).

SECTION I – Project Description

WHEREAS, the (LPA) has determined the need for the described project:

Bridge Inspection Program Services, including, but not limited to bridge load rating calculations, scour assessments, bridge inspections, and fracture critical plan development.

NOW THEREFORE, be it ordained by the _____ of _____ County, Ohio.
(LPA)

SECTION II – Consent Statement

Being in the public interest, the LPA gives consent to the Director of Transportation to complete the above described project.

SECTION III – Cooperation Statement

The LPA shall cooperate with the Director of Transportation in the above described project as follows:

The State shall assume and bear 100% of all of the cost for Bridge Inspection Program Services requested by the City and agreed to by the State. Eligible Bridge Inspection Services are described in the Consultant's Scope of Services Task Order Contract (Exhibit A).

The LPA agrees to pay 100% of the cost of those features which are not included in Exhibit A.

SECTION IV – Utilities and Right-of-Way Statement

The LPA agrees that all right-of-way required for the described project will be made available in accordance with current State and Federal regulations.

SECTION V Authority to Sign

I, _____ of said _____ is hereby empowered on behalf of the
(Contractual Agent) (LPA)
_____ to enter into contracts with the Director of Transportation which is necessary to
(LPA)
complete the above described project.

Passed: _____, 2 _____.
(Date)

Attested: _____ (Clerk) _____ (Contractual Agent of LPA – title)

Attested: _____ (Title) _____ (President of Council)

The _____ is hereby declared to be an emergency measure to expedite the highway project and
(Ordinance/Resolution)
to promote highway safety. Following appropriate legislative action, it shall take effect and be in force immediately upon its passage and approval, otherwise it shall take effect and be in force from and after the earliest period allowed by law.

**CERTIFICATE OF COPY
STATE OF OHIO**

_____ of _____ County, Ohio
(LPA)

I, _____, as Clerk of the _____
(LPA)
of _____ County, Ohio, do hereby certify that the foregoing is a true and correct copy of
_____ adopted by the legislative Authority of the said
(Ordinance/Resolution)

_____ on the _____ day of _____, 2____.
(LPA)

That the publication of such _____ has been made and certified of record according to
(Ordinance/Resolution)

Law; that no proceedings looking to a referendum upon such _____ have been taken;
(Ordinance/Resolution)

and that such _____ and certificate of publication thereof are of record in _____,
Page _____.
(Record No.) (Ordinance/Resolution)

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal, if applicable,
this _____ day of _____ 2____.

(Clerk)

(CITY SEAL)

_____ of _____ County, Ohio
(LPA)

(If the LPA is designated as a City then the "City Seal" is required. If no Seal, then a letter stating "No Seal is required to accompany the executed legislation.)

The foregoing is accepted as a basis for proceeding with the project herein described.
For the _____ of _____ County, Ohio.
(LPA)

Attested: _____ Date _____
(Contractual Agent)



For the State of Ohio

Attested: _____ Date _____
(Director, Ohio Department of Transportation)

CITY OF FAIRFIELD, OHIO
CITY COUNCIL MEETING COMMUNICATION

ITEM NO. 11(A)(1)

ITEM:

DATE: 10/11/2016

Grant application to the Local Government Innovation Fund (LGIF) for a feasibility study of a regional biosolids processing facility with bio-gas production and electricity generation capabilities.

FINANCIAL IMPACT:

There is no immediate financial impact.

SYNOPSIS:

Fairfield's Public Utilities Department, Wastewater Division, wishes to partner with other regional, publicly-owned wastewater treatment authorities to submit a grant application to the LGIF to fund a feasibility study of a regional biosolids (sewage sludge) processing facility. LGIF grants are administered by the Ohio Development Services Agency, formerly the Ohio Department of Development.

BACKGROUND:

Fairfield's wastewater treatment facility generates roughly 3,500 tons of biosolids annually. Biosolids are currently reused as a soil amendment at local farms. As biosolids management costs account for a significant portion of the Wastewater Division's annual operating budget, continued evaluation of reuse alternatives is critical.

As such, Fairfield's Public Utilities Department wishes to partner with other local wastewater plants to submit a grant application to LGIF to evaluate potential cost-saving opportunities and economic efficiencies as associated with a possible regional biosolids processing facility with bio-gas and alternative fuel production and electricity generation capabilities. If approved, an LGIF grant could provide up to \$50,000 to fund this feasibility study. Grant preparation support would be provided by 'Clean Fuels Ohio' - a non-profit group affiliated with the U.S. Department of Energy's Clean Cities coalition.

RECOMMENDATION:

It is recommended that City Council authorize the City Manager to partner with other local wastewater treatment authorities and execute and file a grant application to the Local Government Innovation Fund (LGIF) to fund a feasibility study of a regional biosolids processing facility, and enter into an agreement with the LGIF if grant funding is approved. Rules suspension is requested to expedite the project.

LEGISLATIVE ACTION: Suspension of Rules and Adoption Requested?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If yes, explain above.
	yes	no	
Emergency Provision Needed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, explain above.
	yes	no	

Prepared by Adam M. Sauter
Approved for Content by: Adam M. Sauter
Financial Review (where applicable): Maya Hogg
Legal Review (where applicable): John H. Thompson
Accepted for Council Agenda: John H. Thompson



Development Services Agency

Community | Community Grants, Loans, Bonds, and Tax Credits

Local Government Innovation Program (LGIP)

Upcoming Application Rounds

Local Government Innovation Program Grants and Loans:

Application open: August 1, 2016
Application closed: September 15, 2016 at 5:00 p.m.
Awards made: November 17, 2016

Local Government Innovation Program Loans:

Application open: April 1, 2016
Application closed: May 16, 2016 at 5:00 p.m.
Awards made: August 24, 2016

Overview

The Local Government Innovation Program (LGIP) offers communities financial assistance for planning and implementing projects to create more efficient and effective service delivery. Projects are expected to facilitate improved business environments and promote community attraction with their plan for efficiency, collaboration, or shared services. Communities will be able to save money and provide more effective services to their constituents with assistance from this program.

The Local Government Innovation Program has the following funds available to promote shared services and collaboration:

Feasibility Studies (Grant):

Up to \$50,000 in grant funds per study.
2 year project period
Competitive application

Demonstration Projects (Loan):

Up to \$100,000 in loan assistance per entity, and up to \$500,000 for collaborative demonstration projects (Limited to \$100,000 per applicant and \$100,000 for each collaborative partner up to \$500,000).
2 year project period
Competitive application

For Whom

Qualifying political subdivisions are eligible to apply for funding. A "qualifying political subdivision" means a municipal corporation, township, county, school district, or other body corporate and politic responsible for governmental activities in a geographic area smaller than that of the state. The complete definition of political subdivision can be found in [Ohio Revised Code Section 2744.01\(F\)](#).

For assistance with LGIP grants and loans, contact

Julia Hinten

Local Government Innovation Fund Program Manager
Office of Strategic Business Investments, Business Services Division
(614) 728-4878
Julia.Hinten@development.ohio.gov

Additional Resources

[SkinnyOhio](#)
[Local Government Efficiency Program](#)
[Local Government Safety Capital Grant Program](#)

ORDINANCE NO. _____

ORDINANCE TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A LOCAL GOVERNMENT INNOVATION FUND (LGIF) GRANT APPLICATION TO FUND A FEASIBILITY STUDY OF A REGIONAL BIOSOLIDS PROCESSING FACILITY AND ENTER INTO AN AGREEMENT WITH LGIF (OHIO DEVELOPMENT SERVICES AGENCY) IF GRANT FUNDING IS APPROVED.

BE IT ORDAINED by the Council of the City of Fairfield, Ohio, that:

Section 1. The City Manager is hereby authorized to enter into a Local Government Innovation Fund (LGIF) grant application to fund a feasibility study of a regional biosolids processing facility and enter into an agreement with LGIF (Ohio Development Services Agency) if grant funding is approved.

Section 2. This Ordinance shall take effect at the earliest period allowed by law.

Passed _____ Mayor's Approval _____

Posted _____

First Reading _____ Rules Suspended _____

Second Reading _____

Third Reading _____

ATTEST:

Clerk of Council

This is to certify that this Ordinance has been duly published by posting and summary publication as provided by Charter.

Clerk of Council

October 10, 2016

**City of Fairfield, Ohio
City Council Communication**

Item:

Purchase of a 78 Ft. Aerial Apparatus for the Fire Department and declaring an emergency.

Financial Impact:

Funding in the amount of \$773,410.00 will be required to fund this project.

Synopsis:

The Fire Department has spent that past four months evaluating the various manufacturers of fire apparatus and determined that E One, Inc. and Rosenbauer America, Inc. were the design and quality of apparatus equal to the apparatus currently in service within the department. Several designs were evaluated and presented to each manufacturer during the past two months. In addition, several "demo" units were inspected, operated, and evaluated as well as on sight inspections of current vehicles in service throughout the Greater Cincinnati area.

After the final revisions, both manufacturers were invited to submit their respective proposals based on the final design of the apparatus. They are as follows;

E One Inc.	\$773,410.00
Rosenbauer America, Inc.	\$816,872.00

This project was part of the current Capital Improvement Program to replace an existing 1992 fire apparatus and was scheduled for purchase in 2017. However to avoid a 4% increase totaling approximately \$31,000, it is recommended to move forward at this time. The emergency clause is requested to assure this purchase is finalized prior to the price increase scheduled for October 31, 2016.

It should be noted that each apparatus bid were part of the State of Ohio Procurement Program and has met all bidding requirements.

Recommendations:

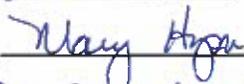
It is recommended that City Council adopt legislation authorizing the City Manager to enter into an agreement to purchase an E One HP78 Emax Quint in accordance with the proposal on file. In addition, it is recommended that City Council adopt financial legislation in the amount of \$773,410.00.

Legislative Actions:	Suspension of Rules and Adoption Requested?	Yes	X	No
	Emergency Provision Needed?	Yes	X	No

Prepared by:  Donald G. Bennett, Fire Chief

Approved for Content by:  Donald G. Bennett, Fire Chief

Approved Brian Rose:  Brian Rose, Fleet Manager

Financial Review (where applicable) by: 

Legal Review (where applicable) by: 

Accepted for Council Agenda: 

ORDINANCE NO. _____

ORDINANCE TO AUTHORIZE THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH E. ONE, INC. TO PURCHASE AN E ONE HP78 EMAX QUINT AERIAL APPARATUS FOR THE FIRE DEPARTMENT AND DECLARING AN EMERGENCY.

BE IT ORDAINED by the Council of the City of Fairfield, Ohio, that:

Section 1. The City Manager is hereby authorized to enter into an agreement with E. One, Inc. to purchase an E One78 Emax Quint aerial apparatus for the Fire Department in accordance with the bid on file in the office of the City Manager.

Section 2. This Ordinance is hereby declared to be an emergency measure necessary for the urgent benefit and protection of the City and its inhabitants for the reason that the purchase agreement is finalized before the scheduled price increase on October 31, 2016; wherefore, this ordinance shall take effect immediately upon its passage.

Passed	_____	_____
		Mayor's Approval
Posted	_____	
First Reading	_____	Rules Suspended _____
Second Reading	_____	Emergency _____
Third Reading	_____	

ATTEST:

Clerk of Council

This is to certify that this Ordinance has been duly published by posting and summary publication as provided by Charter.

Clerk of Council

**CITY OF FAIRFIELD, OHIO
CITY COUNCIL COMMUNICATION**

ITEM NO. 1150

October 11, 2016

ITEM

It is necessary for the City Council to pass appropriations to reconcile accounts.

FINANCIAL IMPACT

Supplemental appropriations required in the amount of \$845,000 from the General, \$670,000 from the Fire Levy, \$250,000 from the Water Revenue, \$150,000 from the Sewer Revenue and \$50,000 from the Capital Improvement funds.

SYNOPSIS

Additional General fund appropriations are needed to cover various salary & wages accounts and additional transfer of funds to the Fire Levy fund to be used for salary & wages to cover the remainder of the fiscal year 2016. Additional appropriations from the Water and Sewer Revenue funds are needed to cover projects and balance funding in the Water and Sewer Surplus funds for fiscal year 2016. Finally an additional appropriation from the Capital Improvement fund to the Park Development fund is needed to cover capital projects in 2016.

BACKGROUND

The following adjustment in the annual appropriation budget should be made to fund the remainder of 2016:

From:	Unappropriated	General Fund	\$845,000
To:	10012521-211000	Salary & Wages	25,000
	10012527-275000	Transfers To (Fund 203-Fire Levy)	670,000
	10012021-211000	Salary & Wages	50,000
	10015021-211000	Salary & Wages	100,000
From:	Unappropriated	Fire Levy Fund	\$670,000
To:	20332021-211000	Salary & Wages	670,000
From:	Unappropriated	Water Revenue Fund	\$250,000
To:	60161927-271000	Transfer To (Fund 605-Water Surplus)	250,000
From:	Unappropriated	Sewer Revenue Fund	\$150,000
To:	62061927-271000	Transfer To (Fund 624-Sewer Surplus)	150,000
From:	Unappropriated	Capital Improvement Fund	\$50,000
To:	40216027-271000	Transfer To (Fund 413-Park Development)	50,000

ITEM NO. _____

STAFF RECOMMENDATION

It is recommended that City Council authorize and direct the preparation of legislation amending the annual operating budget.

LEGISLATIVE ACTIONS:	Suspension of Rules & Adoption Requested?	Yes
	Emergency Provision Needed?	No

Prepared by: May Hagan

Approved for Content by: May Hagan

Financial Review (where applicable) by: May Hagan

Legal Review (where applicable) by: J. H. Clemens

Accepted by Council Agenda: Adrian Wilson

ORDINANCE NO. _____

ORDINANCE TO AMEND ORDINANCE NO. 107-15 ENTITLED "AN ORDINANCE TO MAKE ESTIMATED APPROPRIATIONS FOR THE EXPENSES AND OTHER EXPENDITURES OF THE CITY OF FAIRFIELD, OHIO, DURING A PERIOD BEGINNING JANUARY 1, 2016, AND ENDING DECEMBER 31, 2016."

BE IT ORDAINED by the Council of the City of Fairfield, Ohio, that:

Section 1. Ordinance No. 107-15, the 2016 Appropriation Ordinance, is hereby amended in the following respects:

From:	Unappropriated General Fund	\$845,000
To:	10012521-211000 Salary & Wages	\$25,000
	10012527-275000 Transfers to (Fund 203-Fire Levy)	\$670,000
	10012021-211000 Salary & Wages	\$50,000
	10015021-211000 Salary & Wages	\$100,000
From:	Unappropriated Fire Levy Fund	\$670,000
To:	20332021-211000 Salary & Wages	\$670,000
From:	Unappropriated Water Revenue Fund	\$250,000
To:	60161927-271000 Transfer to (Fund 605-Water Surplus)	\$250,000
From:	Unappropriated Sewer Revenue Fund	\$150,000
To:	62061927-271000 Transfer to (Fund 624-Sewer Surplus)	\$150,000
From:	Unappropriated Capital Improvement Fund	\$50,000
To:	40216027-271000 Transfer to (Fund 413-Park Development)	\$50,000

Section 2. This Ordinance shall take effect at the earliest period allowed by law.

Passed	_____	_____
		Mayor's Approval
Posted	_____	
First Reading	_____	Rules Suspended _____

Second Reading _____

Third Reading _____

ATTEST:

Clerk of Council

This is to certify that this Ordinance has been duly published by posting and summary publication as provided by Charter.

Clerk of Council

Active Clients\City of Fairfield\Ordinances\2016\Reconcile Accounts-Ord

CITY OF FAIRFIELD, OHIO
CITY COUNCIL COMMUNICATION

ITEM:

October 11, 2016

Request for appropriation for contractual agenda items

FINANCIAL IMPACT:

\$773,410.00 from noted funding source

SYNOPSIS:

The following appropriations have been requested to fund a contract appearing under New Business on Council's meeting agenda dated October 11, 2016:

\$773,410 for purchase of 78 ft. Aerial Apparatus for Fire Department

BACKGROUND:

Please refer to specific Council Communications dated October 11, 2016 for a description of these items.

RECOMMENDATIONS:

It is recommended that City Council suspend the rules requiring a second and third reading of this Ordinance and adopt the appropriations listed above.

LEGISLATIVE ACTIONS:

Suspension of Rules & Adoption Requested? yes

If yes, explain no above

Emergency Provision Needed? yes

If yes, explain no above

Prepared by: Alisa Wilson
Approved for Content by: Alisa Wilson
Financial Review (where applicable) by: Mary Hagan
Legal Review (where applicable) by: John P. Williams JPD
Accepted by Council Agenda: Alisa Wilson

ORDINANCE NO. _____

ORDINANCE TO AMEND ORDINANCE NO. 107-15 ENTITLED "AN ORDINANCE TO MAKE ESTIMATED APPROPRIATIONS FOR THE EXPENSES AND OTHER EXPENDITURES OF THE CITY OF FAIRFIELD, OHIO, DURING A PERIOD BEGINNING JANUARY 1, 2016, AND ENDING DECEMBER 31, 2016."

BE IT ORDAINED by the Council of the City of Fairfield, Ohio, that:

Section 1. Ordinance No. 107-15, the 2016 Appropriation Ordinance, is hereby amended in the following respects:

From: Unappropriated Capital Improvement Fund \$773,410

To: 40216025-253100 Automotive Equipment \$773,410
(Replacement of Fire Truck)

Section 2. This Ordinance shall take effect at the earliest period allowed by law.

Passed _____

Mayor's Approval

Posted _____

First Reading _____

Rules Suspended _____

Second Reading _____

Third Reading _____

ATTEST:

Clerk of Council

This is to certify that this Ordinance has been duly published by posting and summary publication as provided by Charter.

Clerk of Council

CITY OF FAIRFIELD, OHIO
CITY COUNCIL COMMUNICATION

ITEM:

October 11, 2016

Request for appropriation for non-contractual agenda items

FINANCIAL IMPACT:

\$81,965.00 from noted funding source

SYNOPSIS:

The following appropriations have been requested:

- \$19,280 for design of South Gilmore Road wall replacement;
- \$21,290 for facilities energy upgrades (Justice Center and Public Works lighting);
- \$18,620 for replacement of computer workstations, servers and related equipment;
- \$22,775 for upgrade and continued support of virus protection software and use of Adobe suite of software packages.

BACKGROUND:

Please refer to specific Council Communications dated October 11, 2016 for a description of these items.

RECOMMENDATIONS:

It is recommended that City Council suspend the rules requiring a second and third reading of this Ordinance and adopt the appropriations listed above.

LEGISLATIVE ACTIONS:

Suspension of Rules & Adoption Requested?

yes

If yes, explain no above

Emergency Provision Needed?

yes

If yes, explain no above

Prepared by: [Signature]

Approved for Content by: [Signature]

Financial Review (where applicable) by: [Signature]

Legal Review (where applicable) by: [Signature]

Accepted by Council Agenda: [Signature]



Strand Associates, Inc.[®]
615 Elsinore Place, Suite 320
Cincinnati, OH 45202
(P) 513-861-5600
(F) 513-861-5601

September 27, 2016

Mr. Ben Mann, City Engineer
City of Fairfield
8870 N. Gilmore Road
Fairfield, OH 45041

Re: South Gilmore Road Engineering Services Proposal

Dear Ben,

This Proposal presents Strand Associates, Inc.[®]'s (Strand) anticipated **Scope of Services** and associated **Compensation** for providing engineering services to the City of Fairfield, Ohio, (City) for reviewing concepts for potentially widening South Gilmore Road from three lanes to four lanes between Mack Road and Resor Road/Annandale Drive, and for providing design services for a retaining wall along South Gilmore Road.

Scope of Services

Proposed services can be described as follows.

1. Perform a topographic survey for an area of approximately 26,000 square feet along the east side of South Gilmore Road. The survey will be used in the design and preparation of construction drawings for a new retaining wall. The City will set the project control to be used as the basis for the topographic survey. The approximate limits of the survey are 350 feet along the east side of South Gilmore Road just south of Resor Road/Annandale Drive.
2. Develop a conceptual plan view layout for the widening of South Gilmore Road from three lanes to four lanes between Mack Road and Resor Road/Annandale Drive. The conceptual layout will address widening to the west only and will be based on aerial imagery and data available through the City's Geographic Information System (GIS).
3. Prepare a preliminary opinion of probable construction cost (OPCC) for the widening of South Gilmore Road using historical data available through the Ohio Department of Transportation (ODOT). It is anticipated that the preliminary OPCC will be used for long-range planning and budgeting, and may need to be refined for future grant applications.
4. Identify the next steps required to move the project forward. This task will include identifying potential funding sources, future studies and engineering analyses, and additional tasks necessary to move the project towards design and construction.
5. Design a retaining wall along the east side of South Gilmore Road to replace the existing Modular Block wall that is deteriorating. The proposed wall is anticipated to be approximately 300 feet long and will be located in approximately the same location as the existing wall. The anticipated wall type is a large gravity block wall system, similar to Redi-Rock.
6. Prepare construction drawings for the proposed retaining wall. The drawings will include a title sheet, general notes, maintenance of traffic notes, estimated quantities, details, and a plan and profile sheet and will be provided to the City in AutoCAD and portable document format file.

City of Fairfield
Page 2
September 27, 2016

7. Prepare technical specifications and list of bid items for construction of the retaining wall. It is anticipated the City will provide front end construction specifications, prepare the Bidding Documents, and bid the project. The technical specifications and list of bid items will be provided in Microsoft Word format.
8. Submit the retaining wall drawings, technical specifications, and list of bid items to the City for review at the 50 percent and 90 percent design levels. Incorporate review comments and revise the documents as appropriate.
9. Prepare an OPCC for the retaining wall using historical data available through ODOT. The OPCC will be classified by ODOT item number and be provided in spreadsheet format.
10. Prepare for and participate two meetings with the City, including a kickoff meeting and one review meeting. The kickoff meeting includes a working session with the City to discuss the future widening of South Gilmore Road.

City's Responsibilities

The following shall be provided by the City:

1. Set project control for use in the topographic survey required for design of the proposed retaining wall.
2. Provide GIS data, including utility information, contours, and other data pertinent to the scope of services.
3. Procure necessary geotechnical engineering services required for the design and preparation of construction documents for the proposed retaining wall.
4. Coordinate with utility owners.
5. Prepare any necessary easement documents.
6. Negotiate and acquire any necessary easements.
7. Prepare Bidding Documents and bidding the project.
8. Provide the front end documents that require the contractor to name Strand as an additional insured on contractor's General Liability and Automobile Liability insurance policies and to indemnify Strand to the same extent that the contractor insures and indemnifies the City.

Compensation

The City shall compensate Strand for Services an estimated fee of \$19,280 plus expenses allocated as follows:

Scope Items	Estimated Fee
Topographic Survey, Item No. 1	\$ 3,850
Conceptual Layout, Item Nos. 2 through 4	\$ 3,960
Retaining Wall Design, Item Nos. 5 through 9	\$ 9,670
Meetings, Item No. 10	<u>\$ 1,800</u>
Total	\$19,280

City of Fairfield
Page 3
September 27, 2016

Schedule

All services are anticipated to be completed within three months of execution of an agreement, which is anticipated on October 15, 2016.

Strand welcomes the City's review and comments on these proposed scope items to tailor each service to fit your needs. We appreciate the opportunity to submit this proposal and look forward to working through the scope of services with you.

Please call me with any questions at 513-861-5600.

Sincerely,

STRAND ASSOCIATES, INC.®

A handwritten signature in blue ink that reads "Jeff Heimann". The signature is written in a cursive style with a large initial "J".

Jeffery C. Heimann, P.E.

QUOTATION

THE JOHN A BECKER COMPANY
 11310 MOSTELLER RD
 CINCINNATI, OH 45241
 USA
 513-771-2550

Order Number	
4638654	
Order Date	Page
9/27/2016 11:46:55	1 of 1

Bill To:
 CITY OF FAIRFIELD - LIGHTING UPGRADE
 PURCHASING DEPARTMENT
 5350 PLEASANT AVE
 FAIRFIELD, OH 45014-5358

Ship To:
 CITY OF FAIRFIELD - LIGHTING UPGRADE
 5350 PLEASANT AVE
 FAIRFIELD, OH 45014-5358

513-867-5358

Customer ID: 119046

PO Number	Ship Route	Taker
PUBLIC WORKS	HOUSE	ACORNELL

Quantities					Item ID Item Description	Pricing UOM Unit Size	Unit Price	Extended Price
Ordered	Allocated	Remaining	UOM Unit Size	Disp.				
1.00	0.00	1.00	EA	1.0	RAB WP3LED55/PC2 RAB WP3LED55/PC2 55W WLPK 01981331421	EA 1.0	276.3800	276.38
5.00	0.00	5.00	EA	1.0	RAB WP3LED55/PC RAB WP3LED55/PC WITH PHOTO CELL	EA 1.0	276.3800	1,381.90
5.00	0.00	5.00	EA	1.0	RAB WP3LED55 RAB WP3LED55 WALLPACK LED	EA 1.0	256.9500	1,284.75
10.00	0.00	10.00	EA	1.0	RAB FXLED125SF RAB FXLED125SF 125W LT FX 01981392672	EA 1.0	534.7200	5,347.20
2.00	0.00	2.00	EA	1.0	RAB FXLED200SF RAB FXLED200SF	EA 1.0	986.1100	1,972.22
2.00	0.00	2.00	EA	1.0	RAB FFLED26 RAB FFLED26 26W FLD-LT 01981322239	EA 1.0	250.0000	500.00
2.00	0.00	2.00	EA	1.0	RAB HBLED26A RAB HBLED26A 26W FLD-LT FX 01981319901	EA 1.0	206.9400	413.88
2.00	0.00	2.00	EA	1.0	RAB FFLED18 RAB FFLED18 277V LED FLD-LT FIX 01981317604	EA 1.0	165.2700	330.54

Total Lines: 8

SUB-TOTAL: 11,506.87
TAX: 0.00
ENERGY REBATE DUKE : -2,361.00
AMOUNT DUE: 9,145.87

U.S. Dollars

QUOTATION

THE JOHN A BECKER COMPANY
 11310 MOSTELLER RD
 CINCINNATI, OH 45241
 USA
 513-771-2550

Order Number	
4638631	
Order Date	Page
9/27/2016 10:54:21	1 of 1

Bill To:

CITY OF FAIRFIELD - LIGHTING UPGRADE
 PURCHASING DEPARTMENT
 5350 PLEASANT AVE
 FAIRFIELD, OH 45014-5358

Ship To:

CITY OF FAIRFIELD - LIGHTING UPGRADE
 5350 PLEASANT AVE
 FAIRFIELD, OH 45014-5358

513-867-5358

Customer ID: 119046

PO Number					Ship Route	Taker			
JUSTICE CENTER					HOUSE	ACORNELL			
Quantities					Item ID Item Description	Pricing UOM	Unit Price	Extended Price	
Ordered	Allocated	Remaining	UOM Unit Size	Disp.		Unit Size			
14.00	0.00	14.00	EA	1.0	RAB WPLED26 RAB WPLED26 26W LED WL PACK 01981302725	EA 1.0	217.1700	3,040.38	
32.00	0.00	32.00	EA	1.0	RAB HSLED18A RAB HSLED18A 18W FLD-LT FX 01981319853	EA 1.0	213.8800	6,844.16	
6.00	0.00	6.00	EA	1.0	RAB HSLED26A RAB HSLED26A 26W FLD-LT FX 01981319937	EA 1.0	226.8800	1,361.28	
2.00	0.00	2.00	EA	1.0	RAB FFLED18 RAB FFLED18 277V LED FLD-LT FIX 01981317604	EA 1.0	165.2700	330.54	
<i>Total Lines: 4</i>								SUB-TOTAL:	11,576.36
								TAX:	0.00
								ENERGY REBATE DUKE :	-4,432.00
								AMOUNT DUE:	7,144.36
									<i>U.S. Dollars</i>

**CITY OF FAIRFIELD, OHIO
CITY COUNCIL COMMUNICATION**

October 11, 2016

ITEM

City Council is requested to approve an appropriation in the amount of \$18,620.00 (including 5% contingency), from the Capital Improvement Fund for 2016.

FINANCIAL IMPACT

An appropriation in the amount of \$18,620.00 from project CMO-16-003, from the 2016 Capital Improvement Program.

BACKGROUND

The replacement of computer workstations, servers and related equipment for the city users has been extended to a 5 year rotation schedule. Further, the IT Division is upgrading workstations capable of supporting the City's needs with more current equipment. These upgrades avail a saving of approximately 85% compared to the cost of full workstation replacements. Equipment replacement is necessary to maintain computer hardware compatible with the constantly changing computer software and the growing needs of the city users. The advancements in both software and the required hardware are inevitable and completely out of the control of individual organizations. The products/services for this appropriation will be purchased under the Ohio State pricing Contract will be procured under Ohio contract HPWSCAOH - B271640A1067 with CDW-G.

STAFF RECOMMENDATION

It is recommended City Council authorize and direct the preparation of legislation for the appropriation of \$18,620.00 from the Capital Improvement Fund and suspend the rules requiring the second and third reading.

LEGISLATIVE ACTIONS:	Suspension of Rules & Adoption Requested?	Yes
	Emergency Provision Needed?	No

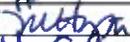
Prepared by:

Joseph Waldmann 

Approved for content

Greg Preece 

Financial Review (where applicable) by:

Mary Hopton 

Legal Review (where applicable) by:

[Signature] 

Accepted by Council Agenda:

Heather Wilson 



QUOTE CONFIRMATION

DEAR MIKE FELERSKI,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
HJMF851	9/7/2016	HJMF851	6636447	\$17,733.27

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<u>HP EliteDesk 800 G1 Core i7-4790 500 GB HDD 4 GB RAM DVD SuperMulti</u> Mfg. Part#: G5R46UT#ABA UNSPSC: 43211508 Contract: MARKET	15	3374944	\$972.55	\$14,588.25
<u>HP - DDR3 - 4 GB - DIMM 240-pin</u> Mfg. Part#: B4U36AT UNSPSC: 43201402 Contract: MARKET	20	2741707	\$34.90	\$698.00
<u>Samsung 850 PRO 256 GB Internal SSD</u> Mfg. Part#: MZ-7KE256BW UNSPSC: 43201830 Contract: MARKET	15	3417029	\$139.99	\$2,099.85

PURCHASER BILLING INFO		SUBTOTAL	\$17,386.10
Billing Address: CITY OF FAIRFIELD ACCOUNTS PAYABLE 5350 PLEASANT AVE FAIRFIELD, OH 45014-3597 Phone: (513) 867-5315 Payment Terms: NET 30-VERBAL		SHIPPING	\$347.17
		GRAND TOTAL	\$17,733.27
		DELIVER TO Shipping Address: CITY OF FAIRFIELD MIKE FELERSKI 701 WESSEL DR FAIRFIELD, OH 45014-3611 Shipping Method: FEDEX Ground	

Need Assistance? CDW•G SALES CONTACT INFORMATION



BJ Dieterich

(866) 665-7137

bjdiete@cdwg.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>
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CITY OF FAIRFIELD, OHIO
CITY COUNCIL COMMUNICATION

ITEM NO. 1162A-4

October 11, 2016

ITEM

City Council is requested to appropriate the amount of \$22,775.00 from the Capital Improvement for 2016.

FINANCIAL IMPACT

An appropriation in the amount of \$22,775.00 to CDW-G from the Capital Improvement for project CMO-16-002 from the 2016 Capital Improvement Program.

BACKGROUND

In order to protect the City from viruses and malicious software attacks the City employs various hardware and software measures within the local network. This appropriation will afford for the upgrade and continued support of the primary virus protection software (Kaspersky), purchased from CDW-G. This appropriation will also cover the cost for the continued use of the Adobe suite of software packages utilized across the entire City.

STAFF RECOMMENDATION

It is recommended that City Council authorize and direct the preparation of legislation for the appropriation of \$22,775.00 from the Capital Improvement Fund, and suspend the rules requiring the second and third reading.

LEGISLATIVE ACTIONS:	Suspension of Rules & Adoption Requested? Emergency Provision Needed?	Yes No
----------------------	--	-----------

Prepared by:

Approved for Content by:

Financial Review (where applicable) by:

Legal Review (where applicable) by:

Accepted by Council Agenda:

Joseph Waldmann

Greg Preece

Mary Hopton

John H. Waldmann

Steve Wilson



QUOTE CONFIRMATION

DEAR LANCE KENNEDY,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
HKMW754	9/27/2016	HKMW754	6636447	\$15,914.40

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Kaspersky Endpoint Security for Business - Select - subscription license re Mfg. Part#: KL4863AATTQ UNSPSC: 43233205 Electronic distribution - NO MEDIA Contract: MARKET	380	2951934	\$27.92	\$10,609.60
Kaspersky Endpoint Security for Business - Select - subscription license re Mfg. Part#: KL4863AATFQ UNSPSC: 43233205 Electronic distribution - NO MEDIA Contract: MARKET	380	2949262	\$13.96	\$5,304.80

PURCHASER BILLING INFO	SUBTOTAL	\$15,914.40
Billing Address: CITY OF FAIRFIELD ACCOUNTS PAYABLE 5350 PLEASANT AVE FAIRFIELD, OH 45014-3597 Phone: (513) 867-5315 Payment Terms: NET 30-VERBAL	SHIPPING	\$0.00
	GRAND TOTAL	\$15,914.40
	DELIVER TO Shipping Address: CITY OF FAIRFIELD LANCE KENNEDY 701 WESSEL DR FAIRFIELD, OH 45014-3611 Shipping Method: ELECTRONIC DISTRIBUTION	
Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515		

Need Assistance? CDW•G SALES CONTACT INFORMATION

	BJ Dieterich		(866) 665-7137		bjdiete@cdwg.com
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This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>
 For more information, contact a CDW account manager

QUOTE CONFIRMATION



DEAR JOSEPH WALDMANN,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
HJGM861	9/1/2016	HJGM861	6636447	\$4,943.53

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
CC ALL APPS RNW Mfg. Part#: 65270761BC01A12-12 Electronic distribution - NO MEDIA Contract: MARKET	4	4028935	\$862.83	\$3,451.32
INDESIGN CC RNW Mfg. Part#: 65270560BC01A12-12 Electronic distribution - NO MEDIA Contract: MARKET	2	4028585	\$391.01	\$782.02
PHOTOSHOP CC RNW Mfg. Part#: 65270789BC01A12-12 Electronic distribution - NO MEDIA Contract: MARKET	1	4029279	\$391.01	\$391.01
Adobe Acrobat Standard - subscription license renewal Mfg. Part#: 65234089BC01A12 UNSPSC: 43232112 Electronic distribution - NO MEDIA Contract: MARKET	2	3666454	\$159.59	\$319.18

PURCHASER BILLING INFO		SUBTOTAL	\$4,943.53
Billing Address: CITY OF FAIRFIELD ACCOUNTS PAYABLE 5350 PLEASANT AVE FAIRFIELD, OH 45014-3597 Phone: (513) 867-5315 Payment Terms: NET 30-VERBAL		SHIPPING	\$0.00
		GRAND TOTAL	\$4,943.53
		DELIVER TO Shipping Address: CITY OF FAIRFIELD JOSEPH WALDMANN 701 WESSEL DR FAIRFIELD, OH 45014-3611 Shipping Method: ELECTRONIC DISTRIBUTION	

Need Assistance? CDW•G SALES CONTACT INFORMATION



BJ Dieterich

(866) 665-7137

bjdiete@cdwg.com

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QUOTE CONFIRMATION



DEAR JOSEPH WALDMANN,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
HKLX705	9/27/2016	HKLX705	6636447	\$1,915.08

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<u>Adobe Acrobat Standard - subscription license</u> Mfg. Part#: 65234098BC01A12-12 UNSPSC: 43232112 Electronic distribution - NO MEDIA Contract: MARKET	12	3666469	\$159.59	\$1,915.08

PURCHASER BILLING INFO		SUBTOTAL	\$1,915.08
Billing Address: CITY OF FAIRFIELD ACCOUNTS PAYABLE 5350 PLEASANT AVE FAIRFIELD, OH 45014-3597 Phone: (513) 867-5315 Payment Terms: NET 30-VERBAL		SHIPPING	\$0.00
		GRAND TOTAL	\$1,915.08
		DELIVER TO	
Shipping Address: CITY OF FAIRFIELD JOSEPH WALDMANN 5350 PLEASANT AVE FAIRFIELD, OH 45014-3597 Phone: (513) 867-5315 Shipping Method: ELECTRONIC DISTRIBUTION		CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

Need Assistance? CDW•G SALES CONTACT INFORMATION



BJ Dieterich

(866) 665-7137

bjdiete@cdwg.com

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For more information, contact a CDW account manager

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ORDINANCE NO. _____

ORDINANCE TO AMEND ORDINANCE NO. 107-15 ENTITLED "AN ORDINANCE TO MAKE ESTIMATED APPROPRIATIONS FOR THE EXPENSES AND OTHER EXPENDITURES OF THE CITY OF FAIRFIELD, OHIO, DURING A PERIOD BEGINNING JANUARY 1, 2016, AND ENDING DECEMBER 31, 2016."

BE IT ORDAINED by the Council of the City of Fairfield, Ohio, that:

Section 1. Ordinance No. 107-15, the 2016 Appropriation Ordinance, is hereby amended in the following respects:

From: Unappropriated Street Improvement Fund \$19,280

To: 40116023-233300 Engineering Services \$19,280
(Design of South Gilmore Road Wall Replacement)

From: Unappropriated Capital Improvement Fund \$62,685

To: 40216025-252000 Improvements Other Than Building \$21,290
(Energy Upgrades to Various Facilities)

To: 40216025-253400 Computer Equipment \$41,395
(Replacement Computers (\$18,620) & Software Upgrade and Support (\$22,775))

Section 2. This Ordinance shall take effect at the earliest period allowed by law.

Passed _____ Mayor's Approval _____

Posted _____

First Reading _____ Rules Suspended _____

Second Reading _____

Third Reading _____

ATTEST:

Clerk of Council

This is to certify that this Ordinance has been duly published by posting and summary publication as provided by Charter.

Clerk of Council

Active Clients\City of Fairfield\Ordinances\2016\Non-Contractual 10-11-Ord