

**CITY OF CANAL FULTON
CITY COUNCIL MEETING AGENDA**

November 1, 2016

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. Jimmy Harris – Canal Fulton Hall of Fame Presentation

5. MCreative- Kiosk Presentation

6. REPORTS OF STANDING COMMITTEES

7. CITIZENS' COMMENTS – AGENDA MATTERS (Five Minutes per Individual – No Yield)

8. CORRECTING & ADOPTING THE RECORD OF PROCEEDINGS

October 18, 2016

9. REPORTS OF ADMINISTRATIVE OFFICERS

- o Senior Citizens
- o Community Service
- o Fire Chief
- o Police Chief
- o Engineer
- o Streets
- o Public Utilities - Award
- o Planning/Zoning
- o Finance Director
- o City Manager
 - Community Campus Letters of Intent
- o Mayor
- o Parks & Recreation Board
- o Law Director

10. THIRD READINGS

TABLED Resolution 16-16: A Resolution by the City of Canal Fulton, Ohio to Enter into an Agreement with CTI Engineers, Inc. to Provide Professional Engineering Services for a Water Tower Preliminary Design Study

Resolution 19-16: A Resolution by the Council of the City of Canal Fulton, Ohio in Support of Issue 51, Stark Area Regional Transit Authority's (SARTA) Renewal of a Quarter (1/4) Percent Sales Tax

11. SECOND READINGS

Ordinance 28-16: An Ordinance by the Council of the City of Canal Fulton, Ohio to Replat Out Lot 315 and Part of Out Lot 170 Creating Out Lot 321 and Repealing any Ordinance in Conflict Therewith

Ordinance 29-16: An Ordinance Enacting and Adopting a Supplement to the Codified Ordinances of the City of Canal Fulton, Ohio and Declaring an Emergency

12. FIRST READINGS

Resolution 20-16:a Resolution by the Council of the City of Canal Fulton, Ohio to Enter into a Service Agreement with Karen's Keeping It Clean LLC for cleaning services

13. P.O.s

TABLED - P.O. 10971 to CTI Engineers, Inc. in the amount of \$17,500.00 for Water Tower Preliminary Design Study Resolution 16-16

P.O. 11016 to Treasurer, State of Ohio EPA in the amount of \$5,600.00 for 2016 Annual Discharge Fee

14. BILLS:

15. OLD/NEW/OTHER BUSINESS

16. REPORT OF PRESIDENT PRO TEMPORE

17. REPORT OF SPECIAL COMMITTEES

18. CITIZENS COMMENTS – Open Discussion (Five Minute Rule)

19. ADJOURNMENT

Merry was only in the 8th grade. Class of 1972 Northwest. Only 16 years old. Just starting the prime of her Life. Merry did not have an easy life. She was one of 10 kids. She lived in a part of town where some of the homes in the allotment only had dirt floors, some only had two rooms, with a pot belly stove in the center of the living room to keep warm. They were wood shacks wrapped in tar paper and with some shingles. Families who fell on hard times. They did what they had to do to survive with 10 kids. Even in this type of environment, one's true character can still prevail.

I met Merry in 1968. The beginning of our 8th grade year. Her last name being Frederick put her in front of me in seating most all of my classes at that time. Merry was a proud girl. Dress always clean, tho not that many different dresses. Her shoes were always polished, she had a very thick head of hair, wavy, and long down her back. I do remember the smell on her person of what I thought was bacon.

Kids are very cruel at that age. The haves and have nots. Much was said about each other in those school years. I, as so many others in my class, was one of them.

Well, it was the week of Christmas and the area churches had gathered toys for kids to pass out. I begged my Mom to let me go with her. I thought what fun that would be. Little did I know. The first House we stopped at was Merry's. When she saw me we both just stared in shock. Merry cried and ran off. I went back to our car and sat. The next school day I was so upset on how this was going down when I saw her. I decided to act like I never saw her. It took 2 days but I "think" she bought it. We became friends. She started smiling more. Seemed more happy.

Little did I know we would lose her in the next few weeks.

You see, on or about February 23rd, 1968 Merry Frederick, age 16, was babysitting her siblings Nancy 14, Deanita 10, Debbie 8, Amy 6, and Tommie 5, while the parents were away with the other siblings late that night. The fire went out in the wood burning stove. It was VERY cold that night. One of the kids tried to relight the wood burning stove and threw too much fuel oil on the stove, causing the house to ignite. With the house totally engulfed in flames, Merry was able to get 3 of the kids out of the house and in a safe place next to a neighbor's yard. Then, when Merry heard Amy crying for help, she returned to the home to save the other two kids – even though her own hair was on fire. As soon as Merry ran into the house, it collapsed, taking the lives of Merry, Nancy, and Amy. Survived by the acts of Merry were Deanita, Debbie, and Tommie, who was taken to Massillon Hospital and listed in critical condition.

The next day many cars drove past, all day, to see what was left of the house. There stood only ONE 2x4 standing straight up in the center of the ashes. Those who lived in the area and my age from the area remember this well. How we, the people of Canal Fulton would cringe when we heard the sirens go off.....

Days Gone by Canal Fulton....
Jimmy Harris

**CITY OF CANAL FULTON
CITY COUNCIL MEETING MINUTES
October 18, 2016**

CALL TO ORDER

Mayor Joe Schultz called the meeting to order at 7:00pm

PLEDGE OF ALLEGIANCE

ROLL CALL

Council Members Present: Mayor Joe Schultz, Dan Bucher Jr., Sean Craney, Sue Mayberry, Scott Svab, Danny Losch and Nellie Cihon.

City Staff in Attendance: City Manager Mark Cozy, Finance Director William Rouse, Police Chief Doug Swartz, Fire Chief Ray Green, Law Director Scott Fellmeth

Others in Attendance: Chell Rossi, Joan Porter, Earl Minks, Dennis Downing

REPORTS OF STANDING COMMITTEES

Scott Svab reported that the Finance Committee met at 6:00pm to review the 2017 Budget. Mr. Svab asked for a finance committee meeting to continue the discussions on November 1, 2016.

A motion was made to have a Finance Committee Meeting on November 1, 2016 at 5:30pm by Danny Losch, second by Scott Svab. All Council Members voted yes. Motion approved.

Johnson Controls gave a presentation on a plan for water meter upgrades and how they would benefit the City.

CITIZENS' COMMENTS – AGENDA MATTERS (Five Minutes per Individual – No Yield)

None

CORRECTING & ADOPTING THE RECORD OF PROCEEDINGS

October 4, 2016

A motion was made to approve the October 4, 2016 meeting minutes by Nellie Cihon, second by Dan Bucher. All Council Members voted yes. Motion approved.

REPORTS OF ADMINISTRATIVE OFFICERS

Senior Citizens – No report.

Community Service – No report.

Fire Chief – Monthly reports were included in the packet. Chief Ray Green reported that two of our own attended the Feel the Heat program. Mark Cozy and Dan Bucher, Jr. participated in the program. Chief Green said they were wrapping up Fire Prevention Week. The pizza delivery program worked well again this year. All pizzas that were delivered to homes were free if there was a working smoke detector in the home. All detectors that the department delivered pizzas to were in working order. Chief Green thanked Sean at Domino's Pizza for his donations with this program.

Police Chief – A monthly report was included in the packet. Chief Doug Swartz reported on the heroin epidemic. Chief Swartz said the epidemic is here in Canal Fulton, and explained the Narcan process and how first responders have to be extremely careful with these cases do to fentanyl and carfentanyl getting on the first responders skin.

Chief Swartz stated that the department had a School Bus Safety School Zone drill recently. The drill is not advertised so it is a surprise drill. He said the drill went very well.

Chief Swartz said the City did have a resident report a vehicle theft and at this time there are no leads.

Engineer – Engineer Bill Dorman stated that the Cherry Locust Intersection project is progressing and there is a progress meeting on Thursday, October 20. The Locust Street widening project is continuing and a gas line relocation needs to be done for that project.

CITY OF CANAL FULTON
CITY COUNCIL MEETING MINUTES
October 18, 2016

Danny Losch said with the upcoming budget we are looking into a GIS system. Mr. Dorman said they do have information that can be added to the system.

Scott Svab asked Mr. Dorman about the presentation on water meters prior to the meeting. Mark Cozy said that it would be a huge undertaking, and possibly if the City were to build a new water tower to have Johnson Controls back in for the timeline and they could assist in a plan to finance it.

Sean Craney asked if we do upgrade our meters if a new system was put in, would the readers still work or would we have to upgrade them. Mr. Cozy said that was a good point, and would have to have an answer for that if they would be upgraded.

Streets – No report.

Public Utilities – No report.

Planning/Zoning – Mayor Schultz stated that MCreative would have a demonstration of an interactive kiosk at the HPC/PC meeting on October 20, 2016 t 6:30pm.

Finance Director – September Financials were included in the packet. Finance Director William Rouse stated that Income tax is up by 2.85% from last year. The bills are high because of water line replacement payments.

A motion was made to accept the September Financials by Danny Losch, second by Nellie Cihon. All Council Members voted yes. Motion approved.

Mr. Rouse stated that Karen Hiltbrand had formed an LLC to continue cleaning City Hall. Mr. Svab asked if there was a new contract. Mr. Rouse stated no the terms are the same. Mr. Svab said he would like to see the contract before voting on it.

City Manager – City Manager Mark Cozy reported on the St. Helena II restoration project. Bid specs are being completed now and the advertisement has been sent to the paper. Bid openings will be on November 4th.

Mr. Cozy stated that the Canal Days Committee meeting will be taking place on October 20th. The Committee is updating their by-laws which will include membership and voting. All participating organizations will have one vote. The City will receive dedicated revenue for our investment. All vendor fees will come to the City, thus paying for the city services.

Mr. Cozy said he would like Council feedback on this.

Sue Mayberry asked about the City revenue and booth space. The City will handle the vendor side of the festival with all vendor revenue and fees coming to us. The Committee will receive all donations.

Sue Mayberry said this sounded positive and well thought out.

Scott Svab stated he would like a cumulative sheet on the Canalway Director's hours spent on Canal Days.

Mayor - Mayor Joe Schultz commended Finance Director William Rouse for the great job on the state of the City.

Mayor Schultz said the building appraisal for the property on Milan will be scheduled along with a phase one environmental study. Fire suppression architects were looking at the building today.

Mayor Schultz asked Clerk of Council, Teresa Dolan for a newsletter report. Mrs. Dolan stated that the three entities met and the newsletter articles will be sent to Kim Boggs to layout. The Community News will be scheduled to be delivered at the date of the change of each season. Articles will be due the first day of the month when the season changes.

Mayor Schultz stated that he would like to set up a Board with the three entities so the board can make latitude decisions in regards to things like content. He would also like to look into the advertising aspect of the newsletter.

Parks & Recreation Board - No report.

Law Director – Law Director Scott Fellmeth had no report per say, but stated that he had a franchise agreement for broadband services from the company Mobility. They are

**CITY OF CANAL FULTON
CITY COUNCIL MEETING MINUTES
October 18, 2016**

scheduled to come for a committee meeting before the next Council meeting and he would like to hold the agreement until questions by Council are asked at the meeting.

THIRD READINGS

TABLED Resolution 16-16: A Resolution by the City of Canal Fulton, Ohio to Enter into an Agreement with CTI Engineers, Inc. to Provide Professional Engineering Services for a Water Tower Preliminary Design Study

Ordinance 24-16: An Ordinance Amending Ordinance 34-15, and Providing for Changes to Previously Authorized Appropriations.

A motion was made to approve Ordinance 24-16 by Danny Losch, second by Sue Mayberry. All Council Members voted yes. Motion approved.

Ordinance 25-16: An Ordinance Amending Ordinance 34-15, and Providing for Changes to Previously Authorized Appropriations.

A motion was made to approve Ordinance 25-16 by Nellie Cihon, second by Scott Svab. All Council Members voted yes. Motion approved.

Ordinance 26-16: An Ordinance by the Council of the City of Canal Fulton, Ohio to Accept the Dedication Plat of Locust Street & Storm Sewer, Sanitary Sewer & Waterline Easement Plat

A motion was made to approve Ordinance 26-16 by Sean Craney, second by Nellie Cihon. All Council Members voted yes. Motion approved.

Ordinance 27-16: An Ordinance Amending the Codified Ordinances of the General Offenses Code of the City of Canal Fulton, Ohio in Order to Amend Chapter 509.09 Regarding Noise-Making and Noise- Amplifying Devices; Variances and Repealing any Ordinances in Conflict Therewith

A motion was made to approve Ordinance 27-16 by Sean Craney, second by Scott Svab. All Council Members voted yes. Motion approved.

SECOND READINGS

Resolution 19-16: A Resolution by the Council of the City of Canal Fulton, Ohio in Support of Issue 51, Stark Area Regional Transit Authority's (SARTA) Renewal of a Quarter (1/4) Percent Sales Tax

Resolution 20-16: A Resolution by the Council of the City of Canal Fulton, Ohio accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor

A motion was made to suspend the rules by Scott Svab, second by Danny Losch, All Council Members voted yes. Motion approved.

A motion was made to approve Resolution 20-16 by Scott Svab, second by Nellie Cihon All Council Members voted yes. Motion approved.

FIRST READINGS

Ordinance 28-16: An Ordinance by the Council of the City of Canal Fulton, Ohio to Replat Out Lot 315 and Part of Out Lot 170 Creating Out Lot 321 and Repealing any Ordinance in Conflict Therewith

Ordinance 29-16: An Ordinance Enacting and Adopting a Supplement to the Codified Ordinances of the City of Canal Fulton, Ohio and Declaring an Emergency

P.O.s

**CITY OF CANAL FULTON
CITY COUNCIL MEETING MINUTES
October 18, 2016**

TABLED - P.O. 10971 to CTI Engineers, Inc. in the amount of \$17,500.00 for Water Tower Preliminary Design Study Resolution 16-16

BILLS: \$708,706.18

A motion was made to approve the bills by Scott Svab, second by Sean Craney. All Council Members voted yes. Motion approved.

OLD/NEW/OTHER BUSINESS

REPORT OF PRESIDENT PRO TEMPORE

Sean Craney asked about the deadline for the newsletter. Mayor Schultz stated that we were going to try to have a new issue out for each season change. The articles will be due by the first of the month, so every three months an issue will come out.

Sean Craney mentioned the event on October 10th with Echoing Ridge that was held where the residents flew kites. He said the event was a success and although there was no wind, the kites were up. Mr. Craney thanked Chell Rossi, Joe Rocco and Ryan Moser for their help. Mr. Craney said that Ohio Restoration donated the kites.

REPORT OF SPECIAL COMMITTEES

CITIZENS COMMENTS – Open Discussion (Five Minute Rule)

Doug Swartz spoke on behalf of David Truesdale. Mr. Truesdale received a thank you letter from Mrs. Mayberry and he was practically in tears and said the letter was very special to him. This was for the donation of the speed sign to the police department.

A motion was made by Sean Craney to adjourn to Executive Session at 8:13 pm for the purpose of consideration of Preparing for, conducting or reviewing negotiations or bargaining sessions with public employees, second by Nellie Cihon. All Council Members voted yes. Motion approved.

A motion was made to return to public session at 8:34pm by Nellie Cihon, second by Dan Bucher. All Council Members voted yes. Motion approved.

ADJOURNMENT

The meeting was adjourned at 8:34 pm

Meeting minutes prepared by: Teresa Dolan

Meeting Minutes approved by Mayor Joseph A. Schultz



OHIO DEPARTMENT OF HEALTH

246 North High Street
Columbus, Ohio 43215

614/466-3543
www.odh.ohio.gov

John R. Kasich/Governor

Richard Hodges/Director of Health

October 2016

To: Ohio Community Water System: Please circulate to all water plant personnel

From: Carrie Farquhar, RDH, BS
Ohio Department of Health, Oral Health Program

The Ohio Department of Health is pleased to provide you with the enclosed certificate. Your community water system has been awarded a **Water Fluoridation Quality Award** from the U.S. Centers for Disease Control and Prevention (CDC). Fluoridation is the adjustment of fluoride in the water to a level that is optimal for preventing tooth decay. The award recognizes those community water systems that have maintained a consistent level of optimally fluoridated water for the 2015 calendar year. The criteria for qualifying for this award are as follows:

1. Average monthly fluoride levels were maintained between 0.8 and 1.3mg/L or ppm
2. A sufficient number of water samples were found within range. In Ohio, that means no more than three (3) times per month can the level be below or above the required range of 0.8 - 1.3mg/L or ppm.
3. A sufficient number of samples were taken. In Ohio that means daily testing at the plant tap.

Community water fluoridation is recognized by CDC as one of 10 great public health achievements of the 20th century. Ninety-two percent of Ohioans served by public water systems are enjoying the benefits of fluoridated water. CDC and the Ohio Department of Health recommend water fluoridation as an effective and safe method of preventing tooth decay in people of all ages. In addition, fluoridating a community's water supplies is one of the most cost-effective public health measures—every \$1 invested in fluoridation saves approximately \$38 in costs for dental treatment.

The Ohio Department of Health maintains its strong endorsement for fluoridating community water supplies and stresses that this preventive measure is the single most important step a community can take to improve the dental health of its citizens. Congratulations for consistently maintaining optimal fluoride levels in your water system and thus improving the oral health of the residents of your community.

If multiple certificates are enclosed, they are for other plants in your water system. Please distribute the certificate(s) to the appropriate location. Thank you.



2015

Water Fluoridation Quality Award Canal Fulton, Village Of State of Ohio

The Centers for Disease Control and Prevention commends this water system for its consistent and professional adjustment of the water fluoride content to the optimum level for oral health for 12 consistent months. Consistent, high-quality water fluoridation practice, as demonstrated by this water system, is a safe and effective method to prevent tooth decay, improving the oral health of community residents of all ages.

Presented by the
Centers for Disease Control and Prevention
United States Department of Health & Human Services

National Fluoridation Engineer, Division of Oral Health
National Center for Chronic Disease Prevention
and Health Promotion



Centers for Disease
Control and Prevention
National Center for Chronic
Disease Prevention and
Health Promotion



SIGNET
DEVELOPMENT

500 WEST MONROE STREET
MACON, GA, 31202
P 800-350-1014
F 404-251-6015

75 EAST MARKET STREET
PARSON, OH, 44262
P 330-752-8002
F 330-752-7570

Mark Cozy
City Manager
City of Canal Fulton
155 E. Market St
Canal Fulton, Ohio 44614

**Re: Letter of Intent to Lease to Purchase
Canal Fulton Community Campus**

Dear Mr. Cozy,

This Letter of Intent shall serve to outline a proposal for the lease of space at the Canal Fulton Community Campus, located at 974 South Canal Street in Canal Fulton, Ohio. Once the parties execute this Letter of Intent, they shall undertake in good faith to attempt to negotiate and execute a Lease for the suite. The general terms and provisions set forth below reflect the general understandings and basic agreements between Signet Development, Ltd. (Signet) and City of Canal Fulton (City):

Premises: Approximately three thousand seven hundred ninety-seven square feet (+/- 3,797) to contain the Northwest Stark Senior Center including:

- a. Multipurpose room
- b. Kitchen
- c. Administration office and reception
- d. Restroom and storage
- e. Secure entry and premises
- f. The interior finishes will consist of carpet, paint and ceiling tile.

Lease To Purchase: Signet and City shall work in good faith to draft and execute the Lease to Purchase containing the following terms and conditions and such other terms and conditions that the parties mutually agree upon:

Tenant: City of Canal Fulton
155 E. Market Street
Canal Fulton, Ohio 44614

Landlord: Signet Development, Ltd., or its agent

Specialty Equipment & FFE: To be supplied by, and at the sole cost and expense of City.

Lease Term: Minimum Twenty (20) Year Initial Term

Renewal Options: City may extend the initial Twenty (20) Year Term by two (2) additional Five (5) Year Terms, at its option. The Minimum Annual Rent for each Lease Year of Renewal Option thereafter shall be subject to increase every year in an amount equal to the greater of a calculated annual increase of 2.00% or the positive change, if any, in the Consumer Price Index ("CPI") of the Bureau of Labor Statistics.

Base Rent: \$26 - \$29 per square foot NNN

Rent Escalation: 2% Annually

Operating Costs: City shall be responsible for suite utilities. City shall be responsible for pro-rata share of building operating costs.

Purchase: At the end of the initial Twenty (20) Year Term and two (2) additional Five (5) Year Terms, Signet shall sell the Canal Fulton Community Center to the City for a purchase price to be agreed upon by both City and Signet.

Confidentiality:

(a) City and Signet agree not to disclose or use, and not to permit their respective representatives to disclose or use, any Confidential Information furnished, to be furnished or otherwise acquired or obtained in connection with this transaction at any time or in any manner, except in connection with the evaluation and consummation of the transaction by the parties hereto. Each party shall, and shall cause its representatives to, take any and all measures and precautions necessary or advisable to safeguard the Confidential Information of the other party and prevent the unauthorized use or disclosure thereof. Each party shall disclose the Confidential Information of the other party only to those of its representatives who need to know such Confidential Information for the purposes of evaluating this transaction, and shall only disclose such portion of the Confidential Information of the other party to any such representatives as is necessary for the representative to make the evaluation required of him. "Confidential Information" means any and all information, records, reports, data, files, agreements, contracts, proprietary information or other documentation concerning City and Signet as the case may be; provided that it does not include information which (i) is generally available to or known by the public other than as a result of improper disclosure by the receiving party or (ii) is obtained by the receiving party from a source other than the furnishing party, provided that such source was not bound by a duty of confidentiality to the furnishing party or another party with respect to such information.

(b) Return of Information. In the event that this transaction is not consummated for any reason whatsoever, at the request of either party, the requested party shall immediately return to the requesting party its Confidential Information and any notes or other materials compiled from or related to such Confidential Information.

Miscellaneous:

(a) Expiration. This Letter of Intent shall terminate November 21, 2016 at 5:00 p.m., eastern standard time and shall be null and void and of no further force or effect unless prior to that Signet shall have received a counterpart of this Letter of Intent duly executed by City. Said counterpart may be sent via facsimile or email with the original to follow via overnight courier.

(b) Assignment. Neither party may assign its rights or delegate its obligations under this Letter of Intent without the prior written consent of the other party, which consent shall not be unreasonably withheld.

(c) Entire Agreement. This Letter of Intent constitutes the entire agreement between City and Signet superseding all prior oral or written agreements, understandings, representations and warranties, and courses of conduct in dealing between the parties with respect to the subject matter hereof. This Letter of Intent may be amended or modified only by a writing executed by City and Signet.

(d) No Third Party Beneficiaries. This Letter of Intent is not intended to, and shall not, benefit any person or entity not a party to this Letter of Intent.

(e) Governing Law. This Letter of Intent shall be governed by and construed in accordance with the internal laws of the State of Ohio without regard to its conflict of laws principles.

(f) **Effect of Termination.** Section 3 of this Letter of Intent shall survive the termination of the transactions contemplated hereunder and, upon any such termination, shall remain in full force and effect, binding upon and enforceable against the parties hereto in accordance with their respective terms.

(g) **Counterparts.** This Letter of Intent may be executed in one or more counterparts, each of which will be deemed to be an original copy of this Letter of Intent and all of which, when taken together, will be deemed to constitute one and the same agreement.

If the foregoing agreement is acceptable, please so indicate by signing in the signature blocks provided below and by returning an executed copy of this Letter of Intent to the undersigned.

Executed by,

City of Canal Fulton
Organization

Signet Development, Ltd.
Organization

Mark Cozy

City Manager
Title

Date

Date

LOI Exhibit A

Development Option 4B – Developer Assumed Risk (City retains Ownership for the Senior Center)

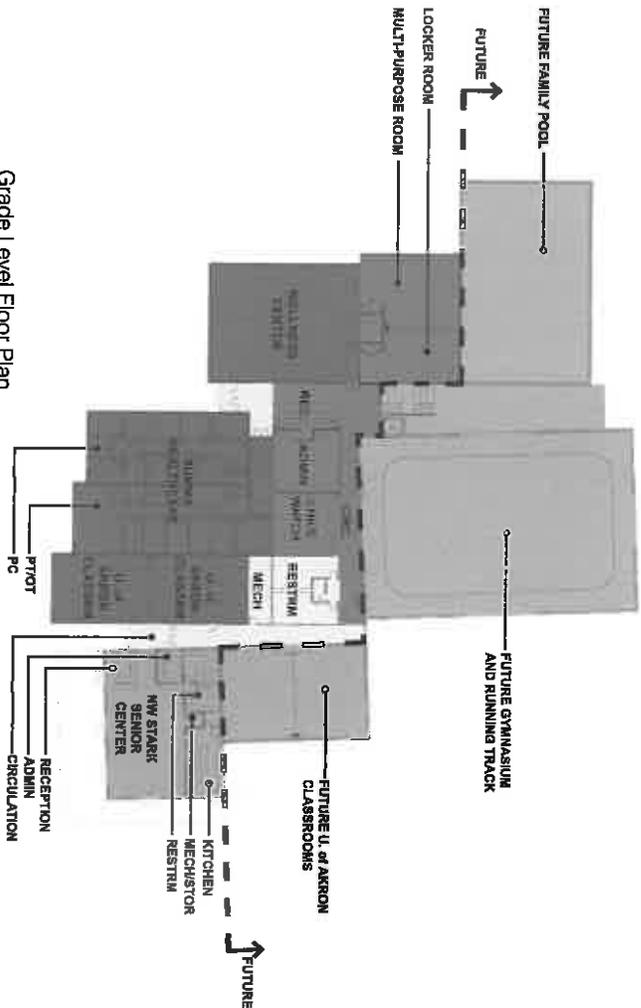


- A** Main Entry & Monument Sign
- B** New Community Center
- H** New Site Pathways
- i** Existing Safety Center

<ul style="list-style-type: none"> Open-Header Community Campus Site Date Site Area +/- 36 AC Phase 1 Development Area +/- 9 AC Site Parking 197 Spaces Total Partner Spaces 23,140 SF Total Future Spaces 22,200 SF Parking Ratio 6:1/1,000 Phase 2 / Future Development Area 	<ul style="list-style-type: none"> Open-Header Community Campus Site Date Site Area +/- 36 AC Phase 1 Development Area +/- 9 AC Site Parking 197 Spaces Total Partner Spaces 23,140 SF Total Future Spaces 22,200 SF Parking Ratio 6:1/1,000 Phase 2 / Future Development Area
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LOI Exhibit B
 Development Option 4B – Developer Assumed Risk (City retains Ownership for the Senior Center)



Grade Level Floor Plan
 Scale: 1" = 50'

Partner Program Spaces		Future Spaces	
	YMCA		U. of Akron Classrooms
	NW Stark Senior Center		YMCA Gymnasium + Track
	University of Akron		YMCA Family Pool + Lockers
	Summa Healthcare		
	Total Partner Spaces		Total Future Spaces
	23,140 SF		22,200 SF

Circulation, Restroom, Mechanical & Storage Space area allocated proportionately to all Partners



RECORD OF RESOLUTIONS

BEAUFORT/PHILADELPHIA 801-325-8254 FORM NO. 30042

Resolution No.

16-16

Passed

, 20

A RESOLUTION BY THE COUNCIL OF THE CITY OF CANAL FULTON, OHIO TO ENTER INTO AN AGREEMENT WITH CTI ENGINEERS, INC. TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR A WATER TOWER PRELIMINARY DESIGN STUDY.

WHEREAS, The City of Canal Fulton, Ohio has sought a proposal for a Preliminary Design Study to design and construct a new Westside Elevated Water Tower and Booster Pump Station, and

WHEREAS, CTI Engineers, Inc. has submitted a proposal acceptable to the City to provide professional engineering services for the design of these infrastructure improvements.

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

The City of Canal Fulton agrees to enter into an agreement with CTI Engineers, Inc. to provide professional engineering services for a Water Tower Preliminary Design Study pursuant to agreement attached hereto as Exhibit "A" and incorporated by reference herein.

Joseph A. Schultz, Mayor

ATTEST:

Teresa Dolan, Clerk-of-Council

I, Teresa Dolan, Clerk-of-Council of the City of Canal Fulton, Ohio, do hereby certify that this is a true and correct copy of Resolution ____-16, duly adopted by the Council of the City of Canal Fulton, on the date of _____. 2016, and that publication of the foregoing Resolution was duly made by listing same on the city's web-site and by posting true and correct copies thereof at three of the most public places in said corporation as determined by Council as follows: Canal Fulton Post Office, Canal Fulton Public Library and Canal Fulton City Hall each for a period of fifteen days, commencing on the ____ day of _____, 2016.

Teresa Dolan, Clerk-of-Council

SEF/bp



CTI ENGINEERS, INC.
One Cascade Plaza
Suite 710
Akron, Ohio 44308
Phone 330.294.5998
Fax 330.315.0945
www.ctiengr.com

August 9, 2016

Mr. Mark Cozy
City Manager
City of Canal Fulton
155 East Market Street, Suite A
Canal Fulton, Ohio 44614

**Subject: Proposal to Provide Professional Engineering Services for
Preliminary Engineering Study for an Elevated Storage Tank
CTI Proposal No. EP16055**

Dear Mr. Cozy:

CTI Engineers, Inc. (CTI) is pleased to provide the attached proposal to perform a Preliminary Engineering Study to investigate the feasibility of constructing an elevated water storage tank and booster pump station to serve the higher elevations of the City and outlying areas. The proposed tank and booster would provide a new Westside /SR21 High-Pressure District near SR21 between SR93 and Arcadia and/or near Marshallville Road as proposed in the *City of Canal Fulton, Ohio Sanitary Sewer and Water Master Plan*.

In order to properly size the new tank and prepare a reasonable opinion of the probable cost of construction it will be necessary to perform preliminary engineering and conduct preliminary computer modeling utilizing the City's water distribution model to size the booster pump station and tank and determine the tank's overflow elevation (height) and volume necessary to serve the desired service area. By having the preliminary engineering done you will reduce the final design engineering costs. One added benefit from the new tank, if constructed, would be the elimination of the Streby Street booster pump station which Ohio EPA commented on during their recent Sanitary Survey of the City's water system. If authorized to prepare the study by August 16, 2016, we can have it completed by September 30, 2016 for a not to exceed fee of Seventeen Thousand Five Hundred Dollars (\$17,500.00).

If this information is acceptable and you wish to proceed with the project, please let us know and we will forward an Agreement to you for your signature.

Very truly yours,

CTI Engineers, Inc.

A handwritten signature in black ink that reads "David B. Kohlmeier".

David B. Kohlmeier, P.E.
Project Manager

A handwritten signature in black ink that reads "William A. Dorman".

William A. Dorman, P.E.
President

Enclosures

APPENDIX B
Canal Fulton – Water Tower Preliminary Design Study
Scope of Services

The following Scope of Services describes the anticipated tasks required to prepare a preliminary design study to investigate the feasibility and costs to design and construct an elevated storage tank on property owned by George H. Kilbride located on the east side of State Route 21 between Cherry Street West (Arcadia Street Exit) and Manchester Ave, NW (S.R. 93).

Part 1 - Responsibilities of CTI Engineers, Inc. (CTI)

1. CTI will collect and review existing available information related to the project and the existing water distribution system.
2. CTI personnel will visit the proposed tank site and discuss the proposed location on the property with City personnel and/or the property owner to determine a desired and feasible location.
3. CTI will determine a proposed service area for the new tank and determine the necessary hydraulic grade line and approximate overflow elevation for the tank based on the elevations to be served and the desired minimum system pressure.
4. CTI will evaluate the City's existing storage and determine if additional system storage is needed to serve existing customers. The size (volume) of the proposed new tank will be determined based on required system and fire suppression storage, and the proposed service area demands.
5. CTI will determine a feasible water booster station location and determine the pump size (flow rate, total dynamic head [TDH] and horsepower [HP]) needed to fill the tank from the existing distribution system. A proposed alignment will also be determined for the new water main that will be required to feed the new elevated storage tank from the booster pump station.
6. CTI will use the City's existing water distribution computer model to simulate the addition of the proposed tank, waterlines and booster pump station and determine any impacts to existing system pressures and fire flows. An evaluation will be made of the new infrastructure and how it will interact with the existing system. Any other modifications to the proposed tank design will be determined (pressure reducing valves, altitude valves, water line re-sizing, or other infrastructure needs) based on the results of the computer model.
7. A preliminary Opinion of Probable Construction Cost will be prepared to provide the City with budgetary funds needed to design and build the new infrastructure.

8. CTI will prepare a Preliminary Design Report describing the tasks performed, presenting the preliminary design information and recommendations. The report will include a map showing the proposed tank and booster locations and service area. The report will also present the cost opinions and any other findings and recommendations developed during the study.
9. CTI personnel will meet with the City to present the findings from the study and answer any questions from City representatives.

Part 2 - Responsibilities of the City of Canal Fulton (CLIENT)

- A. Provide all criteria and full information as to its requirements for the project.
- B. Upon identification by CTI and approval by the CLIENT of the necessity and scope of information required, furnish CTI all data, reports, surveys, and other materials required for this project, except those included in CTI's Scope of Services.
- C. Provide access to the project site and make all provisions for CTI to enter upon public and private lands as required for CTI to perform its services under this Agreement.
- D. Provide prompt written notice whenever the CLIENT observes or otherwise becomes aware of any defect in the project.
- E. Furnish to CTI, prior to execution of the Agreement, a copy of the design and construction standards the CLIENT shall require CTI to follow in performing its services under the Agreement.
- F. Provide payment for plan review, or other fees required by the OEPA or other reviewing agencies if needed.
- G. Provide information on existing water demands within the City and any desired service areas, pressure and fire flow requirements if known.

Part 3 - Future Phase(s) Services to be Provided by CTI Engineers, Inc. (CTI)

The following services are not included in the Scope of Services for Phase 1, but are anticipated to be provided to the CLIENT from CTI as future services subject to additional compensation (lump sum or cost-plus, via contract amendment or new contract). This list includes those services that may be authorized at the conclusion of this phase:

- A. Design Services.
- B. Field Survey.
- C. Soil borings or geotechnical services. [City may want to consider adding this to the Preliminary Design Study scope if a precise tank location is known. The soil boring information and testing can help us to more accurately determine the cost of the tank construction.]
- D. Bidding and Construction Services.

Exhibit "A"

APPENDIX B Canal Fulton – Water Tower Preliminary Design Study Scope of Services

The following Scope of Services describes the anticipated tasks required to prepare a preliminary design study to investigate the feasibility and costs to design and construct an elevated storage tank on property owned by George H. Kilbride located on the east side of State Route 21 between Cherry Street West (Arcadia Street Exit) and Manchester Ave, NW (S.R. 93).

Part 1 - Responsibilities of CTI Engineers, Inc. (CTI)

1. CTI will collect and review existing available information related to the project and the existing water distribution system.
2. CTI personnel will visit the proposed tank site and discuss the proposed location on the property with City personnel and/or the property owner to determine a desired and feasible location.
3. CTI will determine a proposed service area for the new tank and determine the necessary hydraulic grade line and approximate overflow elevation for the tank based on the elevations to be served and the desired minimum system pressure.
4. CTI will evaluate the City's existing storage and determine if additional system storage is needed to serve existing customers. The size (volume) of the proposed new tank will be determined based on required system and fire suppression storage, and the proposed service area demands.
5. CTI will determine a feasible water booster station location and determine the pump size (flow rate, total dynamic head [TDH] and horsepower [HP]) needed to fill the tank from the existing distribution system. A proposed alignment will also be determined for the new water main that will be required to feed the new elevated storage tank from the booster pump station.
6. CTI will use the City's existing water distribution computer model to simulate the addition of the proposed tank, waterlines and booster pump station and determine any impacts to existing system pressures and fire flows. An evaluation will be made of the new infrastructure and how it will interact with the existing system. Any other modifications to the proposed tank design will be determined (pressure reducing valves, altitude valves, water line re-sizing, or other infrastructure needs) based on the results of the computer model.
7. A preliminary Opinion of Probable Construction Cost will be prepared to provide the City with budgetary funds needed to design and build the new infrastructure.

8. CTI will prepare a Preliminary Design Report describing the tasks performed, presenting the preliminary design information and recommendations. The report will include a map showing the proposed tank and booster locations and service area. The report will also present the cost opinions and any other findings and recommendations developed during the study.
9. CTI personnel will meet with the City to present the findings from the study and answer any questions from City representatives.

Part 2 - Responsibilities of the City of Canal Fulton (CLIENT)

- A. Provide all criteria and full information as to its requirements for the project.
- B. Upon identification by CTI and approval by the CLIENT of the necessity and scope of information required, furnish CTI all data, reports, surveys, and other materials required for this project, except those included in CTI's Scope of Services.
- C. Provide access to the project site and make all provisions for CTI to enter upon public and private lands as required for CTI to perform its services under this Agreement.
- D. Provide prompt written notice whenever the CLIENT observes or otherwise becomes aware of any defect in the project.
- E. Furnish to CTI, prior to execution of the Agreement, a copy of the design and construction standards the CLIENT shall require CTI to follow in performing its services under the Agreement.
- F. Provide payment for plan review, or other fees required by the OEPA or other reviewing agencies if needed.
- G. Provide information on existing water demands within the City and any desired service areas, pressure and fire flow requirements if known.

Part 3 - Future Phase(s) Services to be Provided by CTI Engineers, Inc. (CTI)

The following services are not included in the Scope of Services for Phase 1, but are anticipated to be provided to the CLIENT from CTI as future services subject to additional compensation (lump sum or cost-plus, via contract amendment or new contract). This list includes those services that may be authorized at the conclusion of this phase:

- A. Design Services.
- B. Field Survey.
- C. Soil borings or geotechnical services. [City may want to consider adding this to the Preliminary Design Study scope if a precise tank location is known. The soil boring information and testing can help us to more accurately determine the cost of the tank construction.]
- D. Bidding and Construction Services.

RECORD OF RESOLUTIONS

BEAR GRAPHICS 800-332-9024 FORM NO. 50043

Resolution No. 19-16

Passed _____

, 20____

A RESOLUTION BY THE COUNCIL OF THE CITY OF CANAL FULTON, OHIO IN SUPPORT OF ISSUE 51, STARK AREA REGIONAL TRANSIT AUTHORITY'S (SARTA) RENEWAL OF A QUARTER (1/4) PERCENT SALES TAX.

WHEREAS, SARTA is the public transportation system for all of Stark County and is supported by a ¼ percent sales tax that provides 80% of their operating costs; and

WHEREAS, Issue 51 will appear on the ballot throughout Stark County on Tuesday, November 8, 2016; and

WHEREAS, SARTA provides yearly, nearly 3 million rides for individuals who are veterans, disabled, and those who need transportation to work and school; and

WHEREAS, this renewal will allow SARTA to continue to provide safe, reliable transportation by receiving the ¼ percent sales tax for a period of 10 years.

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

The City of Canal Fulton supports Issue 51, Stark Area Transit Authority's (SARTA) sales tax renewal.

Joseph A. Schultz, Mayor

ATTEST:

Teresa Dolan, Clerk-of-Council

I, Teresa Dolan, Clerk-of-Council of the City of Canal Fulton, Ohio, do hereby certify that this is a true and correct copy of Resolution ____-16, duly adopted by the Council of the City of Canal Fulton, on the date of _____. 2016, and that publication of the foregoing Resolution was duly made by listing same on the city's web-site and by posting true and correct copies thereof at three of the most public places in said corporation as determined by Council as follows: Canal Fulton Post Office, Canal Fulton Public Library and Canal Fulton City Hall each for a period of fifteen days, commencing on the ____ day of _____, 2016.

Teresa Dolan, Clerk-of-Council

SEF/bp

RECORD OF ORDINANCES

Dayton Legal Blank, Inc.

Form No. 30043

Ordinance No.

2816

Passed

20

AN ORDINANCE BY THE COUNCIL OF THE CITY OF CANAL FULTON, OHIO TO REPLAT OUT LOT 315 AND PART OF OUT LOT 170 CREATING OUT LOT 321 AND REPEALING ANY ORDINANCE IN CONFLICT THEREWITH.

WHEREAS, The Planning Commission of the City of Canal Fulton, Ohio has recommended replatting Out Lot 315 and Part of Out Lot 170.

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

The City of Canal Fulton agrees to replat Out Lot 315 and Part of Out Lot 170 creating Out Lot 321 pursuant to Plat attached as "Exhibit A" and incorporated by reference herein and repealing any Ordinance in conflict therewith.

Joseph A. Schultz, Mayor

ATTEST:

Teresa Dolan, Clerk-of-Council

I, Teresa Dolan, Clerk-of-Council of the City of Canal Fulton, Ohio, do hereby certify that this is a true and correct copy of Ordinance ____ 2016, duly adopted by the Council of the City of Canal Fulton, on the date of ____ 2016, and that publication of the foregoing Ordinance was duly made by listing same on the city's web-site and by posting true and correct copies thereof at three of the most public places in said corporation as determined by Council as follows: Canal Fulton Post Office, Canal Fulton Public Library and Canal Fulton City Hall each for a period of fifteen days, commencing on the ____ day of _____, 2016.

Teresa Dolan, Clerk-of-Council

SEF/bp

RECORD OF ORDINANCES

Dayton Legal Blank Inc.

Form No. 31043

Ordinance No.

29.16

Passed

20

AN ORDINANCE ENACTING AND
ADOPTING A SUPPLEMENT TO THE
CODIFIED ORDINANCES OF THE
CITY OF CANAL FULTON, OHIO
AND DECLARING AN EMERGENCY.

WHEREAS, American Legal Publishing Corporation of Cincinnati, Ohio, has completed the Canal Fulton, Ohio supplement to the Code of Ordinances of the Political Subdivision, which supplement contains all ordinances of a general and permanent nature enacted since the prior supplement to the Code of Ordinances of this Political Subdivision; and

WHEREAS, American Legal Publishing Corporation has recommended the revision or addition of certain sections of the Code of Ordinances which are based on or make reference to sections of the Ohio code; and

WHEREAS, it is the intent of the Legislative Authority to accept these updated sections in accordance with the changes of the law of the State of Ohio; and

WHEREAS, it is necessary to provide for the usual daily operation of the municipality and for the immediate preservation of the public peace, health, safety and general welfare of the municipality that this ordinance take effect at an early date.

NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE
CITY OF CANAL FULTON OHIO THAT:

Section 1: That the Canal Fulton, Ohio supplement to the Code of Ordinances of the Political Subdivision as submitted by American Legal Publishing Corporation of Cincinnati, Ohio, and as attached hereto, be and the same is hereby adopted by reference as if set out in its entirety.

Section 2: Such supplement shall be deemed published as of the day of its adoption and approval by the Legislative Authority and the Clerk of the Political Subdivision is hereby authorized and ordered to insert such supplement into the copy of the Code of Ordinances kept on file in the Office of the Clerk.

RECORD OF ORDINANCES

Dayton Legal Book, Inc.

Form No. 30843

Ordinance No. _____ Passed _____, 20____

Section 3: This Ordinance is declared to be an emergency measure necessary for the immediate preservation of the peace, health, safety and general welfare of the people of this municipality, and shall take effect at the earliest date provided by law.

Joseph A. Schultz, Mayor

ATTEST:

Teresa Dolan, Clerk-of-Council

I, Teresa Dolan, Clerk-of-Council of the City of Canal Fulton, Ohio, do hereby certify that this is a true and correct copy of Ordinance _____ 2016, duly adopted by the Council of the City of Canal Fulton, on the date of _____, 2016, and that publication of the foregoing Ordinance was duly made by listing same on the city's web-site and by posting true and correct copies thereof at three of the most public places in said corporation as determined by Council as follows: Canal Fulton Post Office, Canal Fulton Public Library and Canal Fulton City Hall each for a period of fifteen days, commencing on the _____ day of _____, 2016.

Teresa Dolan, Clerk-of-Council

SEF/bp

RECORD OF RESOLUTIONS

RESOLUTIONS - 200-512-0001 FORM NO. 2004

Resolution No. 20-16

Passed _____, 20____

A RESOLUTION BY THE COUNCIL OF THE CITY OF CANAL FULTON, OHIO TO ENTER INTO A SERVICE AGREEMENT WITH KAREN'S KEEPING IT CLEAN LLC FOR CLEANING SERVICES.

WHEREAS, The City of Canal Fulton, Ohio has sought a proposal for the provision of Cleaning Services for the Canal Fulton City Hall, and

WHEREAS, Karen's Keeping It Clean LLC has submitted a proposal acceptable to the City to provide those services.

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

The City of Canal Fulton agrees to enter into an agreement with Karen's Keeping It Clean LLC to provide cleaning services for Canal Fulton City Hall pursuant to agreement attached hereto as Exhibit "A" and incorporated by reference herein.

Joseph A. Schultz, Mayor

ATTEST:

Teresa Dolan, Clerk-of-Council

I, Teresa Dolan, Clerk-of-Council of the City of Canal Fulton, Ohio, do hereby certify that this is a true and correct copy of Resolution _____-16, duly adopted by the Council of the City of Canal Fulton, on the date of _____, 2016, and that publication of the foregoing Resolution was duly made by listing same on the city's web-site and by posting true and correct copies thereof at three of the most public places in said corporation as determined by Council as follows: Canal Fulton Post Office, Canal Fulton Public Library and Canal Fulton City Hall each for a period of fifteen days, commencing on the _____ day of _____, 2016.

Teresa Dolan, Clerk-of-Council

SEF/bp

Exhibit "A"

SERVICE AGREEMENT

The City of Canal Fulton (City) and Karen's Keeping it Clean LLC (Service Provider) do hereby agree to the following independent contract agreement for the provision of cleaning services for the Canal Fulton City Hall:

Service Provider shall provide the cleaning services of the Canal Fulton City Hall, with said duties being completed one (1) time per week, unless mutually agreed an additional cleaning may be necessary. Example = Election Days. The cleaning services shall be scheduled to take place at a mutually convenient time outside of the regular business hours of the City.

Service Provider is a Limited Liability Company. Service Provider shall receive a NINETY DOLLAR (\$90.00) payment per cleaning service occasion. Service Provider shall be responsible for paying any assistants and shall also be responsible for arranging for and paying any replacements.

The agreement may be cancelled by either party anytime by providing a thirty (30) calendar day advance written notice to the other party.

Service Provider shall have sole control over the manner or method by which the cleaning services are provided. The City shall have the ability to direct the Service Provider only with regard to whether or not the cleaning services are satisfactory to the City.

The City shall not be obligated to withhold federal, state, or local taxes from the aforementioned NINETY DOLLAR (\$90.00) payment. Service Provider shall receive an IRS Form 1099 for income tax purposes.

Service Provider is not eligible for workers' compensation or unemployment compensation under the City's programs.

Service Provider will be held liable for any damage to City property that results from the negligent, reckless, or willful acts of Service Provider or any of her employees or agents. Service Provider agrees to indemnify and hold the City harmless from any damages or injury that might result from the negligent, reckless, or willful acts of Service Provider or any of her employees or agents.

The parties entered into this Service Agreement on the _____ day of _____, 2016.

For the City of Canal Fulton

Karen's Keeping it Clean LLC
Karen Hiltbrand, Owner

BILL TO:



City of Canal Fulton

PURCHASE ORDER

155 East Market Street, Suite #A
Canal Fulton, Ohio 44614-1305
(330) 854-2225 • FAX (330) 854-6913

P.O. NUMBER: RG010971
P.O. DATE: 09/14/16
DEPARTMENT: WATER
CREATED BY:
VENDOR NO.: 00486

DELIVER TO:

CANAL FULTON ADMINISTRATION
155 E. MARKET ST.
SUITE #A
CANAL FULTON, OH 44614

VENDOR:

CTI ENGINEERS, INC.
220 MARKET AVE SOUTH
SUITE 750
CANTON, OH 44702

ACCOUNT NUMBER	AMOUNT
341.310.5730	\$17,500.00

THE ABOVE PURCHASE ORDER NUMBER MUST APPEAR ON ALL BILLS AND PACKAGES.
Material on this order is exempted from the Ohio Sales Tax and Federal Excise Taxes.

FEDERAL ID # 34-6000498

QUANTITY	UNIT	DESCRIPTION	PRICE / UNIT	AMOUNT
		WATER TOWER PRELIMINARY DESIGN STUDY RESOLUTION 16-16 THIS PURCHASE ORDER IN EXCESS OF \$5,000 WAS APPROVED BY A MOTION OF CANAL FULTON CITY COUNCIL ON ____ / ____ / ____.		\$17,500.00
TOTAL:				\$17,500.00

CIRCLE IF APPLICABLE: Now and then P.O. – the purchase was made before approval of P.O. Funds were available then as they are available now.

FISCAL OFFICER'S CERTIFICATE

I hereby certify that the amount required to meet the contract, agreement, obligation, payment or expenditure stated in this purchase order has been lawfully appropriated, authorized or directed for such purpose and is in the Treasury or in the process of collection from the credit of the appropriate Fund(s), free from any obligation or certification now outstanding.

Finance Director. Date

City Manager / Mayor Date

THIS ORDER IS NOT VALID UNLESS SIGNED BY THE FINANCE DIRECTOR AND EITHER THE CITY MANAGER OR MAYOR



BILL TO:

City of Canal Fulton

155 East Market Street, Suite #A
 Canal Fulton, Ohio 44614-1305
 (330) 854-2225 • FAX (330) 854-6913

PURCHASE ORDER

P.O. NUMBER: RG011016
 P.O. DATE: 10/19/16
 DEPARTMENT: SEWER
 CREATED BY:
 VENDOR NO.: 00093

DELIVER TO:

CANAL FULTON ADMINISTRATION
 155 E. MARKET ST.
 SUITE #A
 CANAL FULTON, OH 44614

VENDOR:

TREASURER, STATE OF OHIO
 OHIO EPA
 DEPARTMENT L-2711
 COLUMBUS, OH 43260-2711

ACCOUNT NUMBER	AMOUNT
551.330.5555	\$5,600.00

THE ABOVE PURCHASE ORDER NUMBER MUST APPEAR ON ALL BILLS AND PACKAGES.
 Material on this order is exempted from the Ohio Sales Tax and Federal Excise Taxes.

FEDERAL ID # 34-6000498

QUANTITY	UNIT	DESCRIPTION	PRICE / UNIT	AMOUNT
		2016 ANNUAL DISCHARGE FEE/OHIO EPA		\$5,600.00
		THIS PURCHASE ORDER IN EXCESS OF \$5,000 WAS APPROVED BY A MOTION OF CANAL FULTON CITY COUNCIL ON _____ / _____ / _____.		
TOTAL:				\$5,600.00

CIRCLE IF APPLICABLE: Now and then P.O. – the purchase was made before approval of P.O. Funds were available then as they are available now.

FISCAL OFFICER'S CERTIFICATE

I hereby certify that the amount required to meet the contract, agreement, obligation, payment or expenditure stated in this purchase order has been lawfully appropriated, authorized or directed for such purpose and is in the Treasury or in the process of collection from the credit of the appropriate Fund(s), free from any obligation or certification now outstanding.

 Finance Director Date

 City Manager / Mayor Date

THIS ORDER IS NOT VALID UNLESS SIGNED BY THE FINANCE DIRECTOR AND EITHER THE CITY MANAGER OR MAYOR