

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

December 2, 2014

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **REPORTS OF STANDING COMMITTEES**
5. **CITIZENS' COMMENTS – AGENDA MATTERS (Five Minutes per Individual – No Yield)**
6. **CORRECTING & ADOPTING THE RECORD OF PROCEEDINGS**

November 19, 2014
7. **REPORTS OF ADMINISTRATIVE OFFICERS**
 - o Senior Citizens
 - o Community Service
 - o Fire Chief
 - o Police Chief
 - o Engineer/Streets/Public Utilities
 - o Finance Director
 - o City Manager
 - o Mayor
 - o Parks & Recreation Board
 - o Law Director
8. **THIRD READINGS**

Ordinance 22-14: An Ordinance by the Council of the City of Canal Fulton, Ohio to Repealing Ordinance No. 8-09. Passed 3-17-09

Resolution 28-14: A Resolution Establishing the Budget for the City of Canal Fulton, County of Stark, Ohio for the Fiscal Year Ending December 31, 2015

Ordinance 23-14: An Ordinance to Authorize Appropriations for the Current Expenses and Other Expenditures of the City of Canal Fulton, County of Stark, Ohio for the Fiscal Year Ending December 31, 2015

Ordinance 24-14: An Ordinance Amending Ordinances 8-14, 9-14, 13-14, and 17-14, Rates of Pay for Non-Bargaining Employees and Repealing any Ordinances in Conflict Therewith
9. **SECOND READINGS**

Resolution 29-14: A Resolution by the Council of the City of Canal Fulton, Ohio to Enter into a Contract with the City of Massillon Ohio Law Department providing for Prosecution of Criminal and Traffic Offenders in the Massillon Municipal Court and Performance of Other
10. **FIRST READINGS**

Ordinance 25-14: An Ordinance Amending Ordinance 31-13, and Providing for Changes to Previously Authorized Transfers and Advances

Resolution 30-14: A Resolution by the Council of the City of Canal Fulton, Ohio to Enter into an Amended Contract with CCI to Develop Construction Plans for the Erie Avenue Storm Sewer Extension Project

Resolution 31-14: A Resolution by the Council of the City of Canal Fulton, Ohio to enter into an Agreement with the Local Government Services Division of the Auditor of State to Compile Financial Statements

Resolution 32-14: A Resolution by the Council of the City of Canal Fulton, Ohio to Enter into an Agreement with Environmental Design Group to Provide Professional Services for the Final Design of the SR 93 – Cherry Street/Locust Street Intersection Reconstruction

Ordinance 26-14: An Ordinance by the Council of the City of Canal Fulton, Ohio Accepting the Public Improvements for Elm Ridge Industrial Park Phase 9

Ordinance 27-14: An Ordinance Amending the Codified Ordinances of the Building Code of the City of Canal Fulton, Ohio to Amend Chapter 1331 Demolition of Structures and Repealing any Ordinances in Conflict Therewith
11. **P.O.s**

P.O. 10103 to Ohio Drilling Inc, in the Amount of \$25,000.00 for Cleaning #7 Well and repairing #7 Well Pump

P.O. 10104 to Great Lakes Water Waste System in the amount of \$6,747.00 to rebuild parts for Lift Station
12. **BILLS:**
13. **OLD/NEW/OTHER BUSINESS**
14. **REPORT OF PRESIDENT PRO TEMPORE**

Planning Commission Voice Motion
15. **REPORT OF SPECIAL COMMITTEES**
16. **CITIZENS COMMENTS – Open Discussion (Five Minute Rule)**
17. **ADJOURNMENT**

**CITY OF CANAL FULTON
CITY COUNCIL MEETING MINUTES**

November 19, 2014

CALL TO ORDER

Mayor Richard Harbaugh called the meeting to order at 7:00pm

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor/Council Members Present: Richard Harbaugh, Linda Zahirsky, Scott Svab, Sean Craney, Danny Losch and Nellie Cihon

A motion was made to excuse Sue Mayberry by Nellie Cihon, second by Scott Svab. All Council Members present voted yes. Motion approved.

Others Present: City Manager Mark Cozy, Council Clerk Teresa Dolan, Police Officer Ed Harbaugh, Fire Chief Ray Durkee, and Finance Director William Rouse

Others Present: James Deans, Joan Porter, Chell Rossi, Tiffany Craney

REPORTS OF STANDING COMMITTEES

No Reports

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

None

Swearing In – Erik Bigelow Fire/EMS

Mayor Richard Harbaugh swore in Erik Bigelow to the Fire/EMS department.

CORRECTING & ADOPTING THE RECORD OF PROCEEDINGS

November 5, 2014

A motion was made to approve the November 5, 2014 Minutes by Linda Zahirsky, second by Sean Craney. All Council Members present voted yes. Motion approved.

REPORTS OF ADMINISTRATIVE OFFICERS

Senior Citizens – No Report

Community Service – A report was included in the packet.

Fire Chief – A report was included in the packet. Chief Ray Durkee thanked Council for swearing in Erik Bigelow.

Chief Durkee stated that the purchase order on the agenda was for a new cardiac monitor. If a grant goes through the department will be able to purchase a second one.

Police Chief – A report was included in the packet.

Engineer/Streets/Public Utilities – City Manager Mark Cozy stated that the grit building is in the bidding process. The grit screen is also in the process of being installed. Mayor Harbaugh suggested getting Mr. Lukinac to come to the meetings; he knows what is going on day to day. Mr. Cozy said possibly they could have Mark Petersen and George Lukinac switch off meetings. The Engineer could come once a month also.

Finance Director – October Financials were included in the packet. Finance Director William Rouse stated that the month was good with increases in tax, water and sewer. Mr. Rouse said he had been working with Scott Svab to look into moving monies from the general fund to an emergency reserve account. With BWC Rebates, refunds, and one time pops in revenue that were not planned we are able to build the emergency reserve account. Mr. Rouse said he will have legislation at the next meeting.

A motion was made to approve the October Financials by Linda Zahirsky, second by Danny Losch. All Council Members present voted yes. Motion approved.

City Manager – A report was included in the packet. City Manager Mark Cozy reported on the Recycling Drop off Grant. It was discussed to allow another civic group to possibly be

**CITY OF CANAL FULTON
CITY COUNCIL MEETING MINUTES**

November 19, 2014

offered the contract in the future. The Lions Club has been handling the drop site for the last five years.

A motion was made to contract with the Lions Club to manage the 2015 Recycling Drop Off site for by Scott Svab, second by Sean Craney. All Council Members present voted yes. Motion approved.

Mr. Cozy reported that the engineering proposal for the NW Local Schools Drainage Project from CCI was included in the packet. The proposal included the engineering for the school side of the project where the problem initiates. Mr. Cozy said he would like to see both projects approved so that we have a complete design. Mr. Cozy said he would contact the schools to see if they are willing to work with us. He said he will have the legislation for the next meeting. With three readings he could contact those involved for further details on the project.

Mr. Cozy stated that he would like a Personnel Committee meeting for a utility worker that is retiring and creating a sergeant position for the Police Department.

A motion was made to have a Personnel Committee meeting on December 16, 2014 at 6:00pm to review the Sergeant and Utility Worker replacement by Linda Zahirsky, second by Nellie Cihon. All Council Members present voted yes. Motion approved.

Mr. Cozy stated that he would like to request an Executive Session to talk about property exchange and a personnel issue.

Mayor – Mayor Harbaugh recommended appointing Eric Whittington to the Park Board. Mr. Cozy stated that he has the new bicycle shop in town Brimstone Bicycles.

A motion was made to appoint Eric Whittington to the Park Board by Linda Zahirsky, second by Nellie Cihon. All Council Members present voted yes. Motion approved.

Parks & Recreation Board – No Report

Law Director - Law Director Scott Fellmeth discussed several contracts that were on the agenda for contracts that are renewed every year. The contracts have no price increase.

THIRD READINGS

Resolution 27-14: A Resolution by the Council of the City of Canal Fulton, Ohio to Enter into an Agreement with the Stark County Public Defender Commission and the Ohio Public Defender Commission to Provide Municipal Ordinance Representation for Indigent Defendants

A motion was made to approve Resolution 27-14 by Linda Zahirsky, second by Nellie Cihon. All Council Members present voted yes. Motion approved.

SECOND READINGS

Ordinance 22-14: An Ordinance by the Council of the City of Canal Fulton, Ohio to Repealing Ordinance No. 8-09. Passed 3-17-09

Resolution 28-14: A Resolution Establishing the Budget for the City of Canal Fulton, County of Stark, Ohio for the Fiscal Year Ending December 31, 2015

Ordinance 23-14: An Ordinance to Authorize Appropriations for the Current Expenses and Other Expenditures of the City of Canal Fulton, County of Stark, Ohio for the Fiscal Year Ending December 31, 2015

Ordinance 24-14: An Ordinance Amending Ordinances 8-14, 9-14, 13-14, and 17-14, Rates of Pay for Non-Bargaining Employees and Repealing any Ordinances in Conflict Therewith

FIRST READINGS

Resolution 29-14: A Resolution by the Council of the City of Canal Fulton, Ohio to Enter into a Contract with the City of Massillon Ohio Law Department providing for Prosecution of Criminal and Traffic Offenders in the Massillon Municipal Court and Performance of Other Related Traffic and Criminal Legal Services for Canal Fulton, Ohio

P.O.s

P.O. 10087 to Physio Control Inc in the amount of \$37,500.00 for New Defibrillator – 2014 Capital Budget

**CITY OF CANAL FULTON
CITY COUNCIL MEETING MINUTES**

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A motion was made to approve P.O. 10087 by Nellie Cihon, second by Scott Svab. All Council Members present voted yes. Motion approved.

P.O. 10088 to K Carpet & Rug Gallery in the amount of \$5,531.59 for Carpet Replacement for Police Department

A motion was made to approve P.O. 10088 by Linda Zahirsky second by Nellie Cihon. All Council Members present voted yes. Motion approved.

P.O. 10095 to State Wide Ford in the amount of \$25,575.00 for a 2015 Ford Utility SUV

A motion was made to approve P.O. 10095 by Linda Zahirsky, second by Nellie Cihon. All Council Members present voted yes. Motion approved.

P.O. 10093 to Watchguard Video Inc in the amount of \$4,820.00 for Watch Guard In car Video

A motion was made to approve P.O. 10093 by Sean Craney, second by Linda Zahirsky. All Council Members present voted yes. Motion approved.

P.O. 10094 to State Wide Ford in the amount of \$4,378.00 for Equipment for 2015 Ford Utility SUV

A motion was made to approve P.O. 10094 by Nellie Cihon, second by Linda Zahirsky. All Council Members present voted yes. Motion approved.

BILLS: October Bills \$388,255.02

A motion was made to approve the October Bills by Danny Losch, second by Linda Zahirsky. All Council Members present voted yes. Motion approved.

OLD/NEW/OTHER BUSINESS

Linda Zahirsky brought forth minutes from committee meetings to be approved including Personnel Minutes from October 21, 2014, Finance Committee Meeting Minutes from September 2, 2014 and October 7, 2014. Members that were present voted to pass the minutes with corrections of Committee Members.

REPORT OF PRESIDENT PRO TEMPORE

No Report.

REPORT OF SPECIAL COMMITTEES

No Report.

CITIZENS COMMENTS – Open Discussion (Five Minute Rule)

None

A motion was made to recess the meeting to celebrate Linda Zahirsky's last meeting as a Council Person with cake and cookies by Nellie Cihon, second by Sean Craney. All Council Members present voted yes. Motion approved.

A motion was made to go into Executive Session at 7:55pm to discuss Compensation of a public employee or official and the purchase of real, personal, tangible or intangible property by Linda Zahirsky, second by Nellie Cihon. All Council Members present voted yes. Motion approved.

A motion was made to return to public session at 8:12pm by Linda Zahirsky, second by Scott Svab. All Council Members present voted yes. Motion approved.

A motion was made to allow the Finance Department to pay part time police Officer Joseph Letta for the eight days that he was scheduled and unable to work due to administrative leave by Scott Svab, second by Nellie Cihon. All Council Members present voted yes. Motion approved.

**CITY OF CANAL FULTON
CITY COUNCIL MEETING MINUTES
November 19, 2014**

ADJOURNMENT

The meeting was adjourned at 8:17pm.

Meeting Minutes prepared by: _____
Teresa M. Dolan, Clerk

Minutes Approved: _____
Mayor Richard Harbaugh

RECORD OF ORDINANCES

Dayton Legal Blank, Inc.

Form No. 30041

Ordinance No. 22 14

Passed _____, 20____

AN ORDINANCE BY THE COUNCIL OF THE CITY OF CANAL FULTON, OHIO REPEALING ORDINANCE NO. 8-09 PASSED 3-17-09.

WHEREAS, the Council of the City of Canal Fulton had previously decided to reimburse the Water Fund for the debt incurred for the Northwest Schools Water Line expansion, and

WHEREAS, Council no longer wishes to continue this policy due to the financial health of the Water Fund.

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

Ordinance Number 8-09 passed March 17, 2009 is hereby repealed.

Richard Harbaugh, 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 ____ 14, duly adopted by the Council of the City of Canal Fulton, on the date of _____. 2014, 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 _____, 2014.

Teresa Dolan, Clerk-of-Council

RECORD OF RESOLUTIONS

GEAR DRAPPSIDE 000-025-0104 FORM NO. 2004

Resolution No. 28-14 Passed _____, 20____

A Resolution Establishing the Budget for the City of Canal Fulton, County of Stark, Ohio, for the Fiscal Year Ending December 31, 2015.

WHEREAS, it is necessary for the City of Canal Fulton to establish a budget for fiscal year ending December 31, 2015, and

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

Section 1: In order to provide a spending plan for fiscal year 2015, Council establishes the following spending plan as the 2015 fiscal year budget:

Account #	Expenditure Account Name	Amount
General Fund		
Council Department		
101.101.5110	SALARIES & WAGES	9,325.00
101.101.5212	EMPLOYER'S PENSION SHARE	1,305.50
101.101.5214	EMPLOYER'S MEDICARE SHARE	135.21
101.101.5230	WORKERS COMPENSATION	186.50
	<i>Council Dept - Personnel Costs</i>	10,952.21
101.101.5570	TRAINING & EDUCATION	1,000.00
101.101.5620	SUPPLIES & MATERIALS	700.00
	<i>Council Dept - Operating Costs</i>	1,700.00
	Total Expenses - Council Dept	\$12,652.21
Mayor/Admin Department		
101.120.5110	SALARIES & WAGES	83,000.00
101.120.5130	VACATION LEAVE CASH OUT	1,076.25
101.120.5212	EMPLOYER'S PENSION SHARE	11,770.68
101.120.5214	EMPLOYER'S MEDICARE SHARE	1,219.11
101.120.5220	HOSPITALIZATION	10,303.25
101.120.5230	WORKERS COMPENSATION	1,681.53
	<i>Mayor/Admin Dept - Personnel Costs</i>	109,050.82
101.120.5310	PROFESSIONAL SERVICES	6,500.00
101.120.5320	NEWSLETTER	6,000.00
101.120.5410	CONTRACTED SERVICES	10,000.00
101.120.5415	CODE ENFORCEMENT CONTRACT SERVICES	5,000.00
101.120.5445	REPAIRS & MAINTENANCE	500.00
101.120.5480	COMMUNICATIONS	6,800.00
101.120.5492	COUNTY REGIONAL PLANNING COMMISSION	800.00
101.120.5494	COUNTY HEALTH DEPT	26,000.00
101.120.5496	MUSKINGUM WATERSHED	6,500.00
101.120.5497	PROPERTY TAXES	500.00
101.120.5510	TRAVEL & INCIDENTAL	1,200.00
101.120.5520	ADVERTISING	5,250.00
101.120.5530	INSURANCE & BONDING	3,000.00
101.120.5570	TRAINING & EDUCATION	1,200.00
101.120.5580	PROFESSIONAL MEMBERSHIPS	4,200.00
101.120.5610	OFFICE SUPPLIES	4,300.00
101.120.5620	SUPPLIES & MATERIALS	4,700.00
101.120.5650	FUEL	1,000.00
101.120.5690	CONTINGENCY	1,000.00
101.120.5710	EQUIPMENT	800.00

RECORD OF RESOLUTIONS

BEAR GRAPHICS 800-325-8094 FORM NO. 300-5

Resolution No. _____ Passed _____, 20____

101.120.5750	PARKING LOT LEASE	3,600.00
101.120.5980	REFUNDS	200.00
101.120.5990	COBRA HEALTH INSURANCE	0.00
101.120.5995	COMMUNITY CONTRIBUTIONS	1,500.00
	<i>Mayor/Admin Dept - Operating Costs</i>	100,550.00
	Total Expenses - Mayor/Admin Dept	\$209,600.82
Finance Department		
101.130.5110	SALARIES & WAGES	40,000.00
101.130.5130	VACATION LEAVE CASH OUT	1,000.00
101.130.5212	EMPLOYER'S PENSION SHARE	5,740.00
101.130.5214	EMPLOYER'S MEDICARE SHARE	594.50
101.130.5220	HOSPITALIZATION	13,182.25
101.130.5230	WORKERS COMPENSATION	820.00
	<i>Finance Personnel Costs</i>	61,336.75
101.130.5310	PROFESSIONAL SERVICES	1,000.00
101.130.5370	FINANCIAL SERVICES	23,000.00
101.130.5445	REPAIRS & MAINTENANCE	500.00
101.130.5480	COMMUNICATIONS	5,000.00
101.130.5490	COUNTY AUDITOR FEES	7,000.00
101.130.5510	TRAVEL & INCIDENTAL	1,000.00
101.130.5530	INSURANCE & BONDING	800.00
101.130.5570	TRAINING & EDUCATION	1,000.00
101.130.5580	PROFESSIONAL MEMBERSHIPS	500.00
101.130.5610	OFFICE SUPPLIES	1,700.00
101.130.5620	SUPPLIES & MATERIALS	2,700.00
101.130.5680	CONTINGENCY	0.00
101.130.5710	EQUIPMENT	1,000.00
	<i>Finance Dept - Operating Costs</i>	45,200.00
	Total Expenses - Finance Dept	\$106,536.75
Income Tax Department		
101.140.5110	SALARIES & WAGES	68,000.00
101.140.5120	OVERTIME	4,500.00
101.140.5130	VACATION LEAVE CASH OUT	500.00
101.140.5212	EMPLOYER'S PENSION SHARE	10,150.00
101.140.5214	EMPLOYER'S MEDICARE SHARE	500.00
101.140.5220	HOSPITALIZATION	6,852.38
101.140.5230	WORKERS COMPENSATION	1,450.00
	<i>Income Tax Dept - Personnel Costs</i>	91,952.38
101.140.5370	FINANCIAL SERVICES	1,700.00
101.140.5410	CONTRACTED SERVICES	7,000.00
101.140.5445	REPAIRS & MAINTENANCE	500.00
101.140.5480	COMMUNICATIONS	7,500.00
101.140.5510	TRAVEL & INCIDENTAL	500.00
101.140.5530	INSURANCE & BONDING	500.00
101.140.5570	TRAINING & EDUCATION	500.00
101.140.5580	PROFESSIONAL MEMBERSHIPS	150.00
101.140.5590	COURT COSTS	3,500.00
101.140.5600	LEGAL FEES	19,000.00
101.140.5610	OFFICE SUPPLIES	3,000.00
101.140.5690	CONTINGENCY	1,000.00
101.140.5710	EQUIPMENT	800.00
101.140.5980	REFUNDS	47,000.00
	<i>Income Tax Dept - Operating Costs</i>	92,650.00
	Total Expenses - Income Tax Dept	\$184,602.38
Legal Department		
101.150.5110	SALARIES & WAGES	11,400.00
101.150.5200	FACILITY STIPEND	3,600.00
101.150.5212	EMPLOYER'S PENSION SHARE	1,596.00
101.150.5214	EMPLOYER'S MEDICARE SHARE	165.30
101.150.5230	WORKERS COMPENSATION	275.00
	<i>Legal Dept - Personnel Costs</i>	17,036.30
101.150.5350	CIVIL SERVICE TESTING	2,500.00
101.150.5410	CONTRACTED SERVICES	51,000.00
	<i>Legal Dept - Operating Costs</i>	53,500.00
	Total Expenses - Legal Dept	\$70,536.30

RECORD OF RESOLUTIONS

BEAR LIAISON: 810-725-8264 FORM NO. 000-1

Resolution No. _____ Passed _____, 20____

Engineering Department

101.160.5360	ENGINEERING SERVICE	65,000.00
101.160.5690	ENGINEERING CONTINGENCY	5,000.00
Total Expenses – Engineering Dept		\$70,000.00

Lands & Buildings Department

101.170.5110	SALARIES & WAGES	25,000.00
101.170.5115	SUMMER WORKS	10,000.00
101.170.5120	OVERTIME	900.00
101.170.5130	VACATION LEAVE CASH OUT	600.00
101.170.5212	EMPLOYER'S PENSION SHARE	5,026.00
101.170.5214	EMPLOYER'S MEDICARE SHARE	520.55
101.170.5220	HOSPITALIZATION	5,806.70
101.170.5230	WORKERS COMPENSATION	718.00
<i>Lands & Buildings Personnel Costs</i>		48,571.25
101.170.5310	PROFESSIONAL SERVICES	7,000.00
101.170.5410	CONTRACTED SERVICES	12,500.00
101.170.5445	REPAIRS & MAINTENANCE	13,000.00
101.170.5465	ELECTRIC	11,500.00
101.170.5470	NATURAL GAS	4,000.00
101.170.5530	INSURANCE & BONDING	8,000.00
101.170.5550	LICENSES	100.00
101.170.5620	SUPPLIES & MATERIALS	6,000.00
101.170.5710	EQUIPMENT	1,000.00
<i>Lands & Buildings Dept – Operating Costs</i>		63,100.00
Total Expenses – Lands & Buildings Dept		\$111,671.25

Community Service Department

101.180.5110	SALARIES & WAGES	17,000.00
101.180.5212	EMPLOYER'S PENSION SHARE	2,380.00
101.180.5214	EMPLOYER'S MEDICARE SHARE	246.50
101.180.5230	WORKERS COMPENSATION	340.00
<i>Community Service Dept – Personnel Costs</i>		19,966.50
101.180.5440	VEHICLE REPAIRS & MAINTENANCE	350.00
101.180.5480	COMMUNICATIONS	500.00
101.180.5510	TRAVEL & INCIDENTAL	150.00
101.180.5620	SUPPLIES & MATERIALS	2,600.00
101.180.5710	EQUIPMENT	500.00
<i>Community Service Dept – Operating Costs</i>		4,100.00
Total Expenses – Community Service Dept		\$24,066.50

Street Lighting Department

101.360.5460	STREET LIGHTING	18,500.00
Total Expenses – Street Lighting Dept		\$18,500.00

Parks & Recreation Department

101.510.5110	SALARIES & WAGES	33,000.00
101.510.5212	EMPLOYER'S PENSION SHARE	4,620.00
101.510.5214	EMPLOYER'S MEDICARE SHARE	478.50
101.510.5230	WORKERS COMPENSATION	660.00
<i>Parks & Recreation Dept – Personnel Costs</i>		38,758.50
101.510.5310	PROFESSIONAL SERVICES	500.00
101.510.5410	CONTRACTED SERVICES	2,600.00
101.510.5430	SUMMER REC. PROGRAM	1,000.00
101.510.5431	ODNR PASSPORT TO FISHING	0.00
101.510.5432	MOTHER SON FUN NIGHT	1,600.00
101.510.5434	CHRISTMAS ON THE CANAL	1,500.00
101.510.5435	CONCERTS & MOVIES IN THE PARK	2,500.00
101.510.5436	DADDY DAUGHTER DANCE	1,800.00
101.510.5437	EASTER EGG HUNT	500.00
101.510.5438	EARTH DAY TREE GIVEAWAY	120.00
101.510.5439	FALL FUN FEST	1,100.00
101.510.5445	REPAIRS & MAINTENANCE	2,000.00
101.510.5465	ELECTRIC	7,000.00
101.510.5470	NATURAL GAS	800.00
101.510.5480	COMMUNICATIONS	2,000.00

RECORD OF RESOLUTIONS

PEAR OR/PHICS 800-325-8084 FORM NO. 300/5

Resolution No. _____ Passed _____, 20____

101.510.5510	TRAVEL & INCIDENTAL	500.00
101.510.5550	LICENSES	100.00
101.510.5555	TENNIS PROGRAM	2,000.00
101.510.5570	TRAINING & EDUCATION	250.00
101.510.5610	OFFICE SUPPLIES	500.00
101.510.5620	SUPPLIES & MATERIALS	2,200.00
101.510.5670	SOUVENIRS FOR RESALE	500.00
101.510.5690	CONTINGENCY	1,000.00
101.510.5710	EQUIPMENT	600.00
101.510.5980	REFUNDS	0.00
<i>Parks & Recreation Dept - Operating Costs</i>		32,670.00
Total Expenses - Parks & Recreation Dept		\$71,428.50

Transfers & Advances Department

101.190.5920	TRANSFER TO STREET FUND (Fund #201)	0.00
101.190.5921	TRANSFER TO POLICE FUND (Fund #210)	982,000.00
101.190.5922	TRANSFER TO FIRE/EMS FUND (Fund #222)	370,000.00
101.190.5923	TRANSFER TO GENERAL CAPITAL FUND (Fund #391)	290,000.00
101.190.5925	TRANSFER TO GENERAL OBLIGATION DEBT FUND (Fund #481)	27,840.00
101.190.5926	TRANSFER TO WATER DEBT FUND (Fund #441)	0.00
101.190.5927	TRANSFER TO SEWER CAPITAL	0.00
101.190.5928	TRANSFER TO STATE HIGHWAY	0.00
101.190.5930	TRANSFER TO CANAL BOAT	0.00
101.190.5950	TRANSFER TO RESERVE FUND (Fund #800)	30,000.00
101.190.5950	ADVANCES OUT	0.00
Total Transfers to Other Funds		\$1,699,840.00

Total General Fund Expenses **\$2,579,434.71**

Street Fund

201.360.5110	SALARIES & WAGES	107,000.00
201.360.5120	OVERTIME	8,000.00
201.360.5130	VACATION LEAVE CASH OUT	2,100.00
201.360.5140	UNIFORM ALLOWANCES	1,200.00
201.360.5212	EMPLOYER'S PENSION SHARE	16,268.00
201.360.5214	EMPLOYER'S MEDICARE SHARE	1,684.90
201.360.5220	HOSPITALIZATION	25,503.64
201.360.5230	WORKERS COMPENSATION	2,324.00
<i>Street Dept - Personnel Costs</i>		164,080.54

201.360.5240	UNIFORMS	1,500.00
201.360.5310	PROFESSIONAL SERVICES	500.00
201.360.5410	CONTRACTED SERVICES	22,000.00
201.360.5440	VEHICLE REPAIRS & MAINTENANCE	13,500.00
201.360.5445	REPAIRS & MAINTENANCE	4,000.00
201.360.5455	WASTE DISPOSAL	0.00
201.360.5465	ELECTRIC	7,000.00
201.360.5470	NATURAL GAS	7,700.00
201.360.5480	COMMUNICATIONS	3,400.00
201.360.5530	INSURANCE & BONDING	7,500.00
201.360.5570	TRAINING & EDUCATION	1,000.00
201.360.5580	PROFESSIONAL MEMBERSHIPS	0.00
201.360.5620	SUPPLIES & MATERIALS	7,500.00
201.360.5630	STREET & STORM WATER MATERIALS	10,500.00
201.360.5640	SMALL TOOLS & EQUIPMENT	500.00
201.360.5650	FUEL	21,500.00
201.360.5690	CONTINGENCY	3,500.00
<i>Street Dept - Operating Costs</i>		111,600.00
Total Street Fund Expenses		\$275,680.54

State Highway Fund

204.360.5465	ELECTRIC	22,000.00
204.360.5630	STREET & STORM WATER MATERIALS	2,700.00
Total State Highway Fund Expenses		\$24,700.00

RECORD OF RESOLUTIONS

BEAR GRAPHICS 800-351-6284 FORM NO. 3090

Resolution No. _____ Passed _____, 20____

Permissive Motor Vehicle License Fund

206.360.5410	CONTRACT SERVICES	20,000.00
206.360.5630	STREET & STORM WATER MATERIALS	110,000.00
Total Permissive Motor Vehicle License		\$130,000.00

Police Fund

210.250.5110	SALARIES & WAGES	596,485.00
210.250.5115	PART-TIME WAGES	40,000.00
210.250.5120	OVERTIME	22,500.00
210.250.5130	VACATION LEAVE CASH OUT	4,500.00
210.250.5135	HOLIDAY LEAVE CASH OUT	10,500.00
210.250.5140	UNIFORM ALLOWANCES	13,000.00
210.250.5212	EMPLOYER'S PENSION SHARE	120,702.08
210.250.5214	EMPLOYER'S MEDICARE SHARE	9,555.28
210.250.5220	HOSPITALIZATION	145,562.50
210.250.5230	WORKERS COMPENSATION	13,179.70
<i>Police Dept - Personnel Costs</i>		975,984.56
210.250.5310	PROFESSIONAL SERVICES	3,000.00
210.250.5410	CONTRACTED SERVICES	26,000.00
210.250.5420	DISPATCHING SERVICE	56,500.00
210.250.5440	VEHICLE REPAIRS & MAINTENANCE	14,000.00
210.250.5465	ELECTRIC	12,000.00
210.250.5470	NATURAL GAS	3,200.00
210.250.5480	COMMUNICATIONS	10,500.00
210.250.5510	TRAVEL & INCIDENTAL	600.00
210.250.5530	INSURANCE & BONDING	10,000.00
210.250.5570	TRAINING & EDUCATION	6,000.00
210.250.5580	PROFESSIONAL MEMBERSHIPS	400.00
210.250.5620	SUPPLIES & MATERIALS	10,000.00
210.250.5650	FUEL	31,000.00
210.250.5680	DISCRETIONARY PURCHASES	5,000.00
210.250.5710	EQUIPMENT	.00
<i>Police Dept - Operating Costs</i>		188,200.00
Total Police Fund Expenses		\$1,164,184.56

Drug Enforcement & Education Fund

213.250.5310	PROFESSIONAL SERVICES	0.00
213.250.5510	TRAVEL & INCIDENTAL	0.00
213.250.5570	TRAINING & EDUCATION	0.00
213.250.5620	SUPPLIES & MATERIALS	1,500.00
213.250.5710	EQUIPMENT	0.00
Drug Enforcement & Education Fund Expenses		\$1,500.00

Law Enforcement Trust Fund

216.250.5570	TRAINING & EDUCATION	0.00
216.250.5620	SUPPLIES	0.00
216.250.5710	EQUIPMENT	2,000.00
Law Enforcement Trust Fund Expenses		\$2,000.00

Fire/EMS Fund

222.210.5110	SALARIES & WAGES	306,940.00
222.210.5130	VACATION LEAVE CASH OUT	500.00
222.210.5212	EMPLOYER'S PENSION SHARE	1,800.00
222.210.5214	EMPLOYER'S MEDICARE SHARE	4,450.63
222.210.5216	EMPLOYER'S SOCIAL SECUIRY SHARE	19,030.28
222.210.5220	HOSPITALIZATION	3,513.53
222.210.5230	WORKERS COMPENSATION	7,673.50

RECORD OF RESOLUTIONS

BE-R GRAPHICS 800-326-8094 FORM NO. 30046

Resolution No. _____ Passed _____, 20____

222.210.5230	UNIFORMS	3,900.00
	<i>Fire/EMS Dept - Personnel Costs</i>	347,807.94
222.210.5310	PROFESSIONAL SERVICES	3,000.00
222.210.5410	FIRE CONTRACTED SERVICES	8,500.00
222.210.5415	EMS CONTRACTED SERVICES	6,500.00
222.210.5416	EMS BILLING SERVICES	8,000.00
222.210.5420	DISPATCHING	34,000.00
222.210.5440	VEHICLE REPAIRS & MAINTENANCE	16,000.00
222.210.5445	REPAIRS & MAINTENANCE	8,000.00
222.210.5465	ELECTRIC	12,000.00
222.210.5470	NATURAL GAS	12,000.00
222.210.5480	COMMUNICATIONS	10,000.00
222.210.5510	TRAVEL & INCIDENTAL	1,500.00
222.210.5530	INSURANCE & BONDING	7,500.00
222.210.5570	TRAINING & EDUCATION	7,000.00
222.210.5580	PROFESSIONAL MEMBERSHIPS	800.00
222.210.5620	FIRE SUPPLIES & MATERIALS	5,500.00
222.210.5625	EMS SUPPLIES & MATERIALS	11,000.00
222.210.5626	FIRE PREVENTION	2,000.00
222.210.5650	FUEL	12,000.00
222.210.5690	CONTINGENCY	3,000.00
222.210.5710	FIRE EQUIPMENT	8,000.00
222.210.5715	EMS EQUIPMENT	5,000.00
	<i>Fire/EMS Dept - Operating Costs</i>	181,300.00
	Total Fire/EMS Fund Expenses	\$529,107.94
	Canal Boat Fund	
285.520.5110	SALARIES & WAGES	22,550.00
285.520.5212	EMPLOYER'S PENSION SHARE	3,157.00
285.520.5214	EMPLOYER'S MEDICARE SHARE	326.98
285.520.5230	WORKERS COMPENSATION	451.00
	<i>Canal Boat - Personnel Costs</i>	26,484.98
285.520.5310	PROFESSIONAL SERVICES	3,000.00
285.520.5370	FINANCIAL SERVICES	1,200.00
285.520.5415	VETERINARIAN AND HEALTH SUPPLIES	1,200.00
285.520.5420	STABLE FEES	7,200.00
285.520.5430	FERRIER	1,500.00
285.520.5435	THEME CRUISE PROGRAMMING	5,700.00
285.520.5440	VEHICLE REPAIRS & MAINTENANCE	750.00
285.520.5570	TRAINING & EDUCATION	200.00
285.520.5620	SUPPLIES & MATERIALS	600.00
285.520.5650	FUEL	500.00
285.520.5690	CONTINGENCY	500.00
285.520.5710	EQUIPMENT	1,000.00
285.520.5980	REFUNDS	1,000.00
285.520.5995	CHARITABLE PROCEEDS	1,000.00
	<i>Canal Boat - Operating Costs</i>	25,350.00
	Total Canal Boat Fund Expenses	\$51,834.98
	Parks Capital Fund	
331.510.5730	PARKS CAPITAL PROJECTS	10,000.00
	Total Parks Capital Fund Expenses	\$10,000.00
	Downtown Capital Fund	
381.610.5730	DOWNTOWN CAPITAL PROJECTS	10,000.00
	Total Downtown Capital Funds Expenses	\$10,000.00
	General Capital Projects Fund	
391.120.5730	ADMINISTRATIVE CAPITAL PROJECTS	72,500.00
391.210.5730	FIRE CAPITAL PROJECTS	65,000.00
391.250.5730	POLICE CAPITAL PROJECTS	50,000.00
391.360.5730	STREETS CAPITAL PROJECTS	125,000.00
	Total General Capital Projects Fund Expenses	\$312,500.00

RECORD OF RESOLUTIONS

BEAR GRAPHICS 888-375-8984 FORM NO. 30043

Resolution No. _____ Passed _____, 20____

General Obligation Debt Fund		
481.130.5490	COUNTY AUDITOR FEES	3,500.00
481.130.5750	LEASE PAYMENT - 2012 STREET TRUCK	20,590.00
481.130.5810	PRINCIPAL - FIRE STATION SERIES 2006	70,000.00
481.130.5890	INTEREST - FIRE STATION SERIES 2006	47,050.00
	PRINCIPAL - WOOSTER ST STORM (OPWC)	7,250.00
	Total General Obligation Debt Fund Expenses	\$148,390.00
Water Capital Fund		
341.310.5730	WATER CAPITAL PROJECTS	862,500.00
	Total Water Capital Fund Expenses	\$862,500.00
Water Debt Fund		
441.310.5820	PRINCIPAL - MARKET (OPWC)	16,125.00
441.310.5830	PRINCIPAL - CANAL (OPWC)	6,160.00
441.310.5840	PRINCIPAL - WATER TREATMENT PLANT (OPWC)	30,030.00
441.310.5850	PRINCIPAL - NORTHWEST SCHOOL WATERLINE BOND	35,000.00
441.310.5860	PRINCIPAL - MILAN (OPWC)	16,585.00
441.310.5895	INTEREST - NORTHWEST SCHOOL WATERLINE BOND	19,712.00
441.310.5905	ADVANCES REPAYMENT	0.00
	Total Water Debt Fund Expenses	\$123,612.00
Water Operating Fund		
541.310.5110	SALARIES & WAGES	293,000.00
541.310.5120	OVERTIME	8,000.00
541.310.5130	VACATION LEAVE CASH OUT	4,000.00
541.310.5140	UNIFORM ALLOWANCES	1,800.00
541.310.5212	EMPLOYER'S PENSION SHARE	42,140.00
541.310.5214	EMPLOYER'S MEDICARE SHARE	4,364.50
541.310.5220	HOSPITALIZATION	62,342.33
541.310.5220	WORKERS COMPENSATION	6,020.00
541.310.5240	UNIFORMS	500.00
	<i>Water Operating Fund - Personnel Costs</i>	<i>422,166.83</i>
541.310.5310	PROFESSIONAL SERVICES	1,500.00
541.310.5340	LAB SERVICES	3,300.00
541.310.5370	FINANCIAL SERVICES	14,000.00
541.310.5410	CONTRACTED SERVICES	23,000.00
541.310.5440	VEHICLE REPAIRS & MAINTENANCE	4,000.00
541.310.5445	REPAIRS & MAINTENANCE	13,000.00
541.310.5465	ELECTRIC	40,000.00
541.310.5470	NATURAL GAS	2,000.00
541.310.5480	COMMUNICATIONS	14,000.00
541.310.5490	SAFETY PROGRAMS	500.00
541.310.5510	TRAVEL & INCIDENTAL	500.00
541.310.5530	INSURANCE & BONDING	7,000.00
541.310.5555	EPA LICENSE FEE	7,500.00
541.310.5570	TRAINING & EDUCATION	2,100.00
541.310.5580	PROFESSIONAL MEMBERSHIPS	1,100.00
541.310.5620	SUPPLIES & MATERIALS	30,500.00
541.310.5630	STREET & STORMWATER REPAIR SUPPLIES & MATERIALS	2,000.00
541.310.5640	SMALL TOOLS & EQUIPMENT	2,500.00
541.310.5650	FUEL	7,500.00
541.310.5690	CONTINGENCY	5,000.00
541.310.5710	EQUIPMENT	2,500.00
541.310.5980	REFUNDS & REIMBURSEMENTS	1,000.00
	<i>Water Operating Fund - Operating Costs</i>	<i>184,500.00</i>
	Total Water Operating Fund Expenses	\$606,666.83

RECORD OF RESOLUTIONS

PEAR GRAPHICS 800-325-8994 FORM NO. 30045

Resolution No. _____ Passed _____, 20____

Sewer Capital Fund		
351.330.5730	SEWER CAPITAL PROJECTS	102,500.00
	Total Sewer Capital Fund Expenses	\$102,500.00
Sewer Debt Fund		
451.330.5820	PRINCIPAL - DENSHIRE (OPWC)	20,861.00
451.330.5830	PRINCIPAL - SOLIDS HANDLING (OPWC)	18,805.00
451.330.5840	PRINCIPAL - HIGH ST (OPWC)	3,880.00
451.330.5850	PRINCIPAL - WWTP INFLUENT BAR SCREEN (OPWC)	8,700.00
	Total Sewer Debt Fund Expenses	\$52,246.00
Sewer Operating Fund		
551.330.5110	SALARIES & WAGES	293,000.00
551.330.5120	OVERTIME	8,000.00
551.330.5130	VACATION LEAVE CASH OUT	4,000.00
551.330.5140	UNIFORM ALLOWANCES	1,800.00
551.330.5212	EMPLOYER'S PENSION SHARE	42,140.00
551.330.5214	EMPLOYER'S MEDICARE SHARE	4,364.50
551.330.5220	HOSPITALIZATION	62,344.13
551.330.5230	WORKERS COMPENSATION	6,020.00
551.330.5240	UNIFORMS	500.00
	<i>Sewer Operating Fund - Personnel Costs</i>	422,168.63
551.330.5310	PROFESSIONAL SERVICES	1,500.00
551.330.5340	LAB SERVICES	7,000.00
551.330.5370	FINANCIAL SERVICES	14,000.00
551.330.5410	CONTRACTED SERVICES	32,000.00
551.330.5440	VEHICLE REPAIRS & MAINTENANCE	8,000.00
551.330.5445	REPAIRS & MAINTENANCE	33,000.00
551.330.5447	LIFT STATION REPAIRS & MAINTENANCE	10,000.00
551.330.5450	SLUDGE REMOVAL	17,500.00
551.330.5455	WASTE DISPOSAL	0.00
551.330.5465	ELECTRIC	100,000.00
551.330.5467	ELECTRIC - LIFT STATIONS	40,000.00
551.330.5470	NATURAL GAS	1,200.00
551.330.5480	COMMUNICATIONS	7,000.00
551.330.5487	COMMUNICATIONS - LIFT STATIONS	7,500.00
551.330.5490	SAFETY PROGRAMS	500.00
551.330.5510	TRAVEL & INCIDENTAL	500.00
551.330.5530	INSURANCE & BONDING	8,000.00
551.330.5555	EPA LICENSE FEE	5,000.00
551.330.5570	TRAINING & EDUCATION	2,000.00
551.330.5580	PROFESSIONAL MEMBERSHIPS	500.00
551.330.5620	SUPPLIES & MATERIALS	50,000.00
551.330.5630	STREET & STORMWATER REPAIR SUPPLIES & MATERIALS	2,000.00
551.330.5640	SMALL TOOLS & EQUIPMENT	2,500.00
551.330.5650	FUEL	9,000.00
551.330.5690	CONTINGENCY	5,000.00
551.330.5710	EQUIPMENT	2,500.00
551.330.5980	REFUNDS & REIMBURSEMENTS	1,000.00
551.330.5990	TRANSFERS OUT	30,000.00
	<i>Sewer Operating Fund - Operating Costs</i>	397,200.00
	Total Sewer Operating Fund Expenses	\$819,368.63

RECORD OF RESOLUTIONS

BEAR GRAPHICS 800-325-8094 FORM NO. 300-9

Resolution No. _____ Passed _____, 20 _____

Section 2: Council directs that the capital expenditure portion of the budget in Section 1 above shall consist of the following planned capital projects.

Project Name	Cost
<u>Permissive Motor Vehicle License Fund</u>	
Asphalt Patching	30,000.00
Concrete Replacement	30,000.00
Permissive Motor Vehicle License Fund Total	\$60,000.00
<u>Parks Capital Project Fund</u>	
Miscellaneous Capital	10,000.00
Parks Capital Project Fund Total	\$10,000.00
<u>Downtown Capital Project Fund</u>	
Miscellaneous Capital	10,000.00
Downtown Capital Project Fund Total	\$10,000.00
<u>General Capital Project Fund</u>	
<i>Administration Department</i>	
Miscellaneous Capital	15,000.00
Repair City Hall Stairwell	10,000.00
Boat Shelter – 2015	40,000.00
Canal Dredging	7,500.00
Administration Department	72,500.00
<i>Fire Department</i>	
Miscellaneous Capital	6,000.00
Additional Defibrillator – 2015	33,000.00
Additional Hose Replacements – 2015	10,000.00
Replace 2 Thermal Imaging Cameras	16,000.00
Fire Department	65,000.00
<i>Police Department</i>	
Police Cruiser	41,000.00
Miscellaneous Capital	9,000.00
Police Department	50,000.00
<i>Street Department</i>	
Chip & Seal Street Program	110,000.00
Replace Dump Truck Through Lease - \$125,000	15,000.00
Street Department	125,000.00
General Capital Project Fund Total	\$312,500.00
<u>Water Capital Project Fund</u>	
Replace 2005 ½ ton pick-up	11,500.00
Replace Wooster & Milan St. Water Line (OPWC)	465,000.00
Replace Poplar & Steiner St. Water Line (OPWC)	306,000.00
Locust St. Water Main Abandonment (OPWC)	60,000.00
Miscellaneous Capital	20,000.00
Water Capital Project Fund Total	\$862,500.00
<u>Sewer Capital Project Fund</u>	
Replace 2005 ½ ton pick-up	11,500.00
Riser Rings for manhole covers	3,000.00
Motor Control Center for tank drain/liftstation elec panel	8,000.00
Liftstation E Improvements	19,500.00
Small camera for sewer laterals	13,000.00
Sludge storage building	27,500.00
Miscellaneous Capital	20,000.00
Sewer Capital Project Fund Total	\$102,500.00

RECORD OF RESOLUTIONS

BEAR GRAPHICS 800-525-8094 FORM NO. 30045

Resolution No. _____ Passed _____, 20____

Section 3: Council authorizes the administration of the City to amend this budget without approval of Council or Council Committees provided all changes are reported to Council and the changes do not result in the revised budget exceeding the appropriations for the fiscal year ending December 31, 2015, which shall be established by Council via a separate appropriations ordinance.

Section 4: This Resolution shall take effect and be in full force and effect from and after the earliest period allowed by law.

Richard Harbaugh, 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 _____, 14, duly adopted by the Council of the City of Canal Fulton, on the date of _____, 2014, and that publication of the foregoing Ordinance was duly made by listing same on the City's website 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 _____, 2014.

Teresa Dolan, Clerk of Council

RECORD OF ORDINANCES

BIRLOW/HICKS 815-325-8394 FORM NO. 30243

Ordinance No. 23.14 Passed _____, 20____

An Ordinance To Authorize Appropriations for the Current Expenses and Other Expenditures of the City of Canal Fulton, County of Stark, Ohio, for the Fiscal Year Ending December 31, 2015.

WHEREAS, it is necessary for the City of Canal Fulton to authorize appropriations for current expenses and other expenditures for the fiscal year ending December 31, 2015, and

WHEREAS, it is necessary for the City of Canal Fulton to authorize transfers and advances between various funds in order to facilitate appropriations for the fiscal year ending December 31, 2015, and

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

Section 1: In order to provide for current expense and other expenditures of the City of Canal Fulton, Ohio, during the fiscal year ending December 31, 2015, Council authorizes the following appropriations:

Fund/Department/Expenditure Category	Amount
General Fund	
Personnel Costs	10,952.21
Other Operating Costs	1,700.00
General Fund - Council Department	12,652.21
Personnel Costs	109,050.82
Other Operating Costs	100,550.00
General Fund - Mayor/Admin Department	209,600.82
Personnel Costs	61,336.75
Other Operating Costs	45,200.00
General Fund - Finance Department	106,536.75
Personnel Costs	91,952.38
Other Operating Costs	92,650.00
General Fund - Income Tax Department	184,602.38
Personnel Costs	17,036.30
Other Operating Costs	53,500.00
General Fund - Legal Department	70,536.30
Other Operating Costs	70,000.00
General Fund - Engineering Department	70,000.00
Personnel Costs	48,571.25
Other Operating Costs	63,100.00
General Fund - Lands & Buildings Department	111,671.25
Personnel Costs	19,966.50
Other Operating Costs	4,100.00
General Fund - Community Service Department	24,066.50

RECORD OF ORDINANCES

BEAR BRATHICE 810-375-4344, FORM NO. 80243

Ordinance No. _____ Passed _____, 20____

Other Operating Costs	18,500.00
General Fund - Street Lighting Department	18,500.00
Personnel Costs	38,758.50
Other Operating Costs	32,670.00
General Fund - Parks & Recreation Department	71,428.50
General Fund Total	879,594.71
Personnel Costs	164,080.54
Other Operating Costs	111,600.00
Street Fund Total	275,680.54
Other Operating Costs	24,700.00
State Highway Fund Total	24,700.00
Other Operating Costs	130,000.00
Motor Vehicle License Fund Expenses	130,000.00
Personnel Costs	975,984.56
Other Operating Costs	188,200.00
Police Fund Total	1,164,184.56
Other Operating Costs	1,500.00
Drug Enforcement & Education Fund Total	1,500.00
Other Operating Costs	2,000.00
Law Enforcement Trust Fund Total	2,000.00
Personnel Costs	347,807.94
Other Operating Costs	181,300.00
Total Fire/EMS Fund Total	529,107.94
Personnel Costs	26,484.98
Other Operating Costs	25,350.00
Canal Boat Fund Total	51,834.98
Capital Costs	10,000.00
Parks Capital Improvement Fund Total	10,000.00
Capital Costs	10,000.00
Downtown Capital Improvement Fund Total	10,000.00
Capital Costs - Administration	72,500.00
Capital Costs - Fire Projects	65,000.00
Capital Costs - Police Projects	50,000.00
Capital Costs - Street Projects	125,000.00
General Capital Projects Fund Total	312,500.00
County Auditor Fees	3,500.00
Lease Payment - 2012 Street Truck	20,590.00
Principal - Fire Station Series 2006	70,000.00
Interest - Fire Station Series 2006	47,050.00
Principal - Wooster St. Storm (OPWC)	7,250.00
General Obligation Debt Fund Total	148,390.00
Capital Costs	862,500.00
Water Capital Total	862,500.00
Debt Service Costs	123,612.00
Total Water Debt Fund Expenses	123,612.00
Personnel Costs	422,166.83

RECORD OF ORDINANCES

BEART GRAPHICS 500-325-EDH4 FORM NO. 10043

Ordinance No. _____ Passed _____, 20____

Other Operating Costs		184,500.00
	Water Operating Total	606,666.83
Capital Costs		102,500.00
	Sewer Capital Total	102,500.00
Debt Services Costs		52,246.00
	Sewer Debt Total	52,246.00
Personnel Costs		422,168.63
Other Operating Costs		367,200.00
	Sewer Operating Total	789,368.63

Section 2: In order to provide adequate resources to various funds, Council authorizes transfers from the General Fund into the following funds:

Police Fund (Fund #210)	982,000.00
Fire/Ems Fund (Fund #222)	370,000.00
General Capital Fund (Fund #391)	290,000.00
General Obligation Debt Fund (Fund #481)	27,840.00
Reserve Fund (Fund #800)	30,000.00

Section 3: In order to fund Sewer Department capital needs, Council authorizes a \$30,000 transfer from the Sewer Operating Fund to the Sewer Capital Fund.

Section 4: Council authorizes the Finance Director to draw warrants on the City Treasury for payments from any of the foregoing appropriations upon receiving claims therefore, provided such claims are approved by an Ordinance or Resolution of Council, or are properly approved by the head of the Department or Board for which the indebtedness was incurred. It is further provided no warrants shall be drawn or paid for salaries or wages except to persons employed by authority of and in accordance with law or Ordinance.

Section 5: This Ordinance shall take effect and be in full force and effect from and after the earliest period allowed by law.

RECORD OF ORDINANCES

BEAR CLAW PAPER 800-325-8084 FORM NO. 30043

Ordinance No. _____ Passed _____, 20____

Richard Harbaugh, 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 _____, 14, duly adopted by the Council of the City of Canal Fulton, on the date of _____, 2014, and that publication of the foregoing Ordinance was duly made by listing same on the City's website 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 _____, 2014.

Teresa Dolan, Clerk of Council

RECORD OF ORDINANCES

BEAR GRAPHICS 800 355-3384 FORM NO. 30043

Ordinance No. 2414

Passed _____, 20____

AN ORDINANCE AMENDING ORDINANCES 8-14, 9-14, 13-14 and 17-14, RATES OF PAY FOR NON-BARGAINING EMPLOYEES, AND REPEALING ANY ORDINANCES IN CONFLICT THEREWITH.

WHEREAS, the Canal Fulton City Council has established rates of pay for non-bargaining employees, and

WHEREAS, adjustments are to be made to their pay, and

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

Section 1: Section 124.02 of the Codified Ordinances shall be amended to read:

124.02 CLERK OF COUNCIL / ASSISTANT TO THE CITY MANAGER

There is established the position of Clerk of Council / Assistant to the City Manager at the direction of the City Manager. The salary shall be \$44,252.37 per year, payable 42% from the General Fund, 29% from the Water Operating Fund, and 29% from the Sewer Operating Fund.

Section 2: Section 123.01 of the Codified Ordinances shall be amended to read:

123.01 FINANCE DIRECTOR

The Finance Director shall receive a salary of \$59,254.61 per year, payable 42% from the General Fund, 29% from the Water Operating Fund, and 29% from the Sewer Operating Fund.

Section 3: The Assistant to the Finance Director shall receive a pay rate of \$15.61 per hour, payable 42% from the General Fund, 29% from the Water Operating Fund, and 29% from the Sewer Operating Fund.

Section 4: The Chief of Police shall receive a salary of \$66,300.00 per year, payable from the Police Fund. The position shall receive the same uniform allowance as union employees of the department.

Section 5: The Police Department Administrative Assistant shall receive a pay rate of \$17.37 per hour, payable from the Police Fund.

Section 6: The Superintendent of the Utility Department shall receive a salary of \$52,466.13 per year, payable 50% from the Water Operating Fund and 50% from the Sewer Operating Fund. The position shall receive the same uniform allowance as union employees of the department. If the employee possesses a Water Operator and/or Sewer Operator certification equivalent to the classification of the City Water Treatment Plant and Wastewater Treatment Plant, then the position shall receive the same stipend as union employees of the Utilities Department.

Section 7: The Superintendent of the Street Department shall receive a salary of \$56,100.00 per year, payable 25% from the General Fund and 75% from the Street Fund. The position shall also receive the same vacation, sick leave and uniform allowance as union employees of the department.

Section 8: Pursuant to the compensation package adopted by Ordinance 22-12, the City Manager shall receive a salary of \$74,460.00 per year, payable 42% from the General Fund, 29% from the Water Operating Fund, and 29% from the Sewer Operating Fund.

Section 9: The Law Director shall receive a salary of \$26,530.20 per year, payable 42% from the General Fund, 29% from the Water Operating Fund, and 29% from the Sewer Operating Fund. Since the position is not a full-time employee, the position is not eligible for longevity pay defined in Section 12 below.

RECORD OF ORDINANCES

BB/PGRAPHICS 800-321-9184 P0124110 3/2011

Ordinance No. _____ Passed _____, 20____

Section 10: The Zoning Inspector shall receive a pay rate of \$17.49 per hour, payable from the General Fund. Since the position is not a full-time employee, the position is not eligible for longevity pay defined in Section 12 below.

Section 11: All full-time employees shall receive additional compensation of \$150 for every year of full-time service worked for the City. This longevity service pay shall be cumulative upon each employee's anniversary date of full-time employment.

Section 12: Rates of pay for part-time police officers and the part-time fire department administrative assistant shall be established as follows:

	HOURLY RATE		
	YEAR 1	YEAR 2	3 or More Years of Service
Part-Time Police Officers	\$14.13	\$15.17	\$16.21
Part-Time Fire Dept. Administrative Assistant	\$11.79	\$12.63	\$13.26

Section 13: Rates of pay for part-time Canal Boat employees shall be established as follows:

	YEAR 1	2 or More Years of Service
Canal Boat Crew	State Minimum Wage	\$8.66
Canal Boat Captain	\$9.92	\$11.02

Section 14: Rates of pay for non-safety part-time employees shall be established as follows:

	HOURLY RATE		
	YEAR 1	YEAR 2	3 or More Years of Service
Seasonal Street Department CDL Laborer	\$11.79	\$12.63	\$13.26
Seasonal Public Works Laborer	\$10.49	\$11.24	\$11.80
Casual Laborer	State Minimum Wage	\$8.50	\$8.94
Summer Works Program	State Minimum Wage	State Minimum Wage	State Minimum Wage
Clerical	\$8.66	\$9.92	\$11.02
Income Tax Assistant	\$11.79	\$12.63	\$13.26
Payroll & Finance Clerk	\$11.79	\$12.63	\$13.26
Community Service Coordinator	\$11.79	\$12.63	\$13.26
Canalway Programs Director	\$11.79	\$12.63	\$13.26
Canalway Programs Assistant	\$8.66	\$9.92	\$11.02

Section 15: All other ordinances inconsistent herewith are repealed.

Section 16: This Ordinance shall be effective January 1, 2015 for the fiscal year 2015.

RECORD OF ORDINANCES

BEAR CUL/FUL/COB 400 381-8084 FORM NO. 30043

Ordinance No. _____

Passed _____, 20____

Richard Harbaugh, 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 _____, 15, duly adopted by the Council of the City of Canal Fulton, on the date of _____, 2015, and that publication of the foregoing Ordinance was duly made by listing same on the City's website 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 _____, 2015.

Teresa Dolan, Clerk of Council

RECORD OF RESOLUTIONS

Dayton Legal Forms, Inc., Form No. 20042

Resolution No.

29.14

Passed

20

A RESOLUTION BY THE COUNCIL OF THE CITY OF CANAL FULTON, OHIO TO ENTER INTO A CONTRACT WITH THE CITY OF MASSILLON, OHIO LAW DEPARTMENT PROVIDING FOR PROSECUTION OF CRIMINAL AND TRAFFIC OFFENDERS IN THE MASSILLON MUNICIPAL COURT AND PERFORMANCE OF OTHER RELATED TRAFFIC AND CRIMINAL LEGAL SERVICES FOR CANAL FULTON, OHIO.

WHEREAS, the City of Canal Fulton, Ohio has sought a proposal for performance of various prosecutorial services, and

WHEREAS, the City of Massillon, Ohio has submitted a contractual proposal for same that is acceptable to the City.

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

The City of Canal Fulton, Ohio agrees to enter into a contract with the City of Massillon Ohio Law Department providing for prosecution of criminal and traffic offenders in the Massillon Municipal Court and performance of other related and criminal legal services for the City of Canal Fulton for the period of February 1, 2015 through and including January 31, 2016 pursuant to agreement attached as Exhibit "A" and incorporated by reference herein.

Richard Harbaugh, 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 ____ 14 duly

RECORD OF RESOLUTIONS

Dejone Legal Mark, Inc. Form No. 30000

Resolution No. _____

Passed _____

20____

adopted by the Council of the City of Canal Fulton, on the date of _____, 2014 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 _____, 2014.

Teresa Dolan, Clerk-of-Council

SEF/bp

Exhibit "A"

AGREEMENT

THIS AGREEMENT effective February 1, 2015 through January 31, 2016, between the CITY OF CANAL FULTON and the CITY OF MASSILLON LAW DEPARTMENT, (MLD) sets forth the following responsibilities and mutual benefits. Accordingly, MLD agrees to prosecute criminal and traffic offenders in the Massillon Municipal Court, perform other related traffic and criminal legal services for Canal Fulton and maintain specific responsibility for:

1. Municipal Cases via City Ordinances /ORC (Titles 29 & 45);
2. Private citizens complaints and affidavits for violations under ORC Titles 29 & 45;
3. Informal Prosecutor conferences for bad checks, domestic disputes, neighborhood disturbances, and other appropriate circumstances as the MLD determines;
4. Review search warrants when appropriate or upon request;
5. Assist with and direct Misdemeanor/Felony summons/warrants when appropriate;
6. Issue subpoenas when appropriate (trials/hearings in Massillon Municipal Court);
7. Participate in Court pre-trials, trials, pleas and felony preliminary hearings to conclusion as required and scheduled by Massillon Municipal Court;
8. Prosecute traffic/criminal offenders by trial (judge/magistrate/jury) to conclusion as necessary. Objections to Magistrate Decisions are part of this contract included in basic compensation below. Appeals of trial court decisions to a higher court are not included in this Agreement;
9. Coordinate with crime victims to explain their rights under law and secure their attendance when defendants are arraigned for issuance of TPO's, plus attendance at pre-trials, pleas and trial and coordinate restitution when appropriate; and
10. Serve as liaison between The Massillon Municipal Court and the Canal Fulton Police Department.
11. BASIC COMPENSATION: The City of Canal Fulton will pay the City of Massillon Twenty-Five Thousand Two Hundred Dollars (\$25,200.00) for the one (1) year Agreement. The amount shall be paid in twelve (12) monthly payments of Two Thousand One Hundred and 00/100 Dollars (\$2100.00) commencing on February 1, 2015 and payable on the 1st of each month thereafter.

12. TERM: THIS AGREEMENT is subject to termination at will by the CITY OF CANAL FULTON or the CITY OF MASSILLON LAW DEPARTMENT upon written notice by U.S. CERTIFIED MAIL, effective thirty (30) days after receipt.

EXECUTED ON DATE INDICATED BELOW:

MASSILLON CITY
LAW DEPARTMENT

CITY OF CANAL FULTON

PERICLES G. STERGIOS
Director of Law

BY: _____ DATE: _____
CITY MANAGER

DATE: _____

BY: _____ DATE: _____
DIRECTOR OF FINANCE

BY: _____ DATE: _____
CLERK OF COUNCIL

Approved as to form:

SCOTT E. FELLMETH
Law Director
City of Canal Fulton, Ohio

Date

RECORD OF ORDINANCES

BEAT GRAPHICS 810-225-0294 FORWARD 30401

Ordinance No. 25-14 Passed _____, 20____

An Ordinance Amending Ordinance 31-13, and Providing for Changes to Previously Authorized Transfers and Advances.

WHEREAS, it is necessary for the City of Canal Fulton to authorize additional transfers and appropriations for the fiscal year ending December 31, 2014, which were not anticipated or included in Ordinance 31-13, as the City's 2014 Appropriation Ordinance, and

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

Section 1: City Council authorizes the Finance Director to transfer an additional \$25,000 from the General Fund to the Reserve Fund.

Expense Account	Account Description	Appropriation Change
101.190.5950	Transfer to Reserve Fund	\$25,000.00

Section 2: City Council authorizes the Finance Director to transfer \$40,000 from the Sewer Operating Fund to the Sewer Capital Fund.

Expense Account	Account Description	Appropriation Change
551.330.5991	Transfer to Sewer Capital Fund	\$40,000.00

Section 3: This Ordinance shall take effect and be in full force and effect from and after the earliest period allowed by law.

Richard Harbaugh, 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 _____, 14, duly adopted by the Council of the City of Canal Fulton, on the date of _____, 2014, and that publication of the foregoing Ordinance was duly made by listing same on the City's website 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 _____, 2014.

Teresa Dolan, Clerk of Council

RECORD OF RESOLUTIONS

City of Canal Fulton, Inc. Form No. 30066

Resolution No. 30-14

Passed _____

20____

A RESOLUTION BY THE COUNCIL OF THE CITY OF CANAL FULTON, OHIO TO ENTER INTO AN AMENDED CONTRACT WITH CCI TO DEVELOP CONSTRUCTION PLANS FOR THE ERIE AVENUE STORM SEWER EXTENSION PROJECT.

WHEREAS, The City of Canal Fulton has sought an amended proposal for the infrastructure improvement known as the Erie Avenue Storm Sewer Extension Project, and

WHEREAS, CCI has submitted a proposal acceptable to the City to provide the services needed to develop those construction plans.

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 amended contract with CCI for infrastructure improvement known as the Erie Avenue Storm Sewer Extension Project pursuant to agreement attached hereto as Exhibit "A" and incorporated by reference herein.

Richard Harbaugh, 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 ____-14, duly adopted by the Council of the City of Canal Fulton, on the date of _____. 2014, 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 _____, 2014.

Teresa Dolan, Clerk-of-Council



Exhibit "A"

June 10, 2014

Mr. Mark Cozy, City Manager
City of Canal Fulton
155 E. Market Street
Canal Fulton, OH 44614

RE: 8507 Erie Ave Storm Sewer Extension (14-0065-00)
AMENDED – November 05, 2014

CCI Corporate Office
2323 West 5th Avenue
Suite 120
Columbus, OH 43204
Phone: 614.485.0670

Mr. Cozy:

CCI is pleased to submit an amended proposal to develop construction plans for the 8507 Erie Avenue Storm Sewer Extension.

Our original proposal was to provide professional engineering services and project management for the boundary survey of the subject property. The original proposal included If-Authorized tasks for engineering design. Upon the completion of the boundary survey and the determination of existing conditions, we are recommending that the City perform engineering design and development of construction documents for approximately 250 feet of storm sewer through the subject property.

Our research has discovered the existing storm sewer is not located within existing drainage and sewage easement across the property. Every effort in design will be to maximize the use of the existing easement, and to minimize the need for any additional permanent easement. Furthermore, an analysis will be performed to determine the storm flows conveyed from the Northwest Schools Property, and if any modification of the Northwest Schools Detention Pond will be required.

Project Management and Engineering will be provided by Matthew Moellendick, P.E.

CCI's proposal includes the following:

(These tasks are complete as of 11/05/2014)

1. A boundary survey to locate the parcel boundary of 8507 Erie Avenue and the existing drainage easement. The survey will also include topographic features within, and adjacent to the parcel, necessary to evaluate the proposed sewer alignment.

Branch Offices:

1120 Chester Ave.
Suite 106
Cleveland, OH 44114

450 Grant St.
Akron, OH 44311

4250 Creek Rd.
Suite A
Cincinnati, OH 45241

7400 Baymeadows Way
Suite 205
Jacksonville, FL 32256

2. Project Management and Assisting the City in interpreting the Survey.

Page 2

(The following tasks have been amended)

In addition, the following services will be provided on a Cost Plus, Not to Exceed basis, through the Amended Proposal:

1. Engineering and Construction Plans:

1.1. Engineering design will include storm water runoff and storm sewer capacity calculations required to properly size and locate the storm sewer extension. It is understood the proposed storm sewer outfall will remain within the parcel, and not placed at the Ohio and Erie Canal.

1.2. Engineering Analysis and Design to determine if the Northwest Schools Detention Pond requires more storage volume. **(Amended 11/05/2014)**

1.3. Development of construction plans, details, and notes will be governed by the latest edition of the Ohio Department of Transportation (ODOT) Location and Design Manuals, the ODOT Standard Construction Drawings, and the ODOT 2013 Construction and Material Specifications.

1.4. Prepare the Engineer's Opinion of Probable Construction Cost.

1.5. Various Permits as required by the Ohio EPA, Stark County Soil and Water Conservation District, and the US Army Corp of Engineers will be completed on behalf of the City as needed. The City will be responsible for filing and associated fees.

1.6. The City will provide and allow free access to all available records.

1.7. The City will be responsible for Bidding, Prevailing Wage, and other related Construction Contract administration and documentation.

The following tasks are included in the proposal, on an If-Authorized basis as Lump Sum:

2. Proposed drainage easement legal description and plat suitable for recording, if the design should require more area than provided by the existing drainage easement.

The following tasks are included in the proposal, on an If-Authorized basis as Cost Plus, Not to Exceed:

3. Construction Services, including: Questions During Bidding and On-Site Observation During Construction.
4. As-Built drawings.

Fee

Task (Complete 11/05/2014)	Cost
Site Survey by Sub Consultant	\$1,250
Project Management and Client Meetings	\$766
Lump Sum Total	\$2,016

Storm Sewer Engineering Tasks, Cost Plus Not to Exceed (Amended 11/05/2014)	Cost
Storm Sewer Engineering Design and Construction Documents	\$7,820
Engineering Analysis and Design, Northwest Schools Detention Pond (Amended 11/05/2014)	\$3,500
Total	\$11,320

If Authorized Tasks	Cost
If Authorized: Proposed Drainage Easement Legal Description and Plat (Lump Sum)	\$620
If Authorized: Construction Services (Cost Plus, Not to Exceed)	\$3,500
If Authorized: As-Built Drawings Services (Cost Plus, Not to Exceed)	\$2,100

Terms

CCI will invoice cost-plus, not to exceed for actual hours used to complete the Storm Sewer Engineering Tasks listed above.

Client will be billed Lump Sum for actual hours used to complete the Proposed Drainage Easement Legal Description and Plat If-Authorized Services.

Client will be billed cost-plus, not to exceed for actual hours used to complete the remaining If-Authorized Services.

Invoices are due NET 30.

Jack Ray,

A handwritten signature in black ink, appearing to read "Jack E. Ray". The signature is written in a cursive style with a large initial "J".

Vice-President\COO

RECORD OF RESOLUTIONS

Resolution No. R 31-14

Passed _____ 20

A RESOLUTION BY THE COUNCIL OF THE CITY OF CANAL FULTON, OHIO TO ENTER INTO AN AGREEMENT WITH THE LOCAL GOVERNMENT SERVICES DIVISION OF THE AUDITOR OF STATE TO COMPILER FINANCIAL STATEMENTS.

WHEREAS, the City of Canal Fulton, Ohio has sought a proposal to assist management in the compilation of basic financial statements for the years ending December 31, 2014, December 31, 2015 and December 31, 2016, and

WHEREAS, the Local Government Services Section of the Office of the Auditor of the State of Ohio (LGS) has submitted a proposal acceptable to the City to provide those accounting 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 the Local Government Services Section of the Auditor of State (LGS) to compile financial statements pursuant to agreement attached as Exhibit "A" and incorporated by reference herein.

Richard Harbaugh, 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 _____ -14, duly adopted by the Council of the City of Canal Fulton, on the date of _____, 2014, 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 _____, 2014.

Teresa Dolan, Clerk-of-Council

SEF/bp

Exhibit "A"



Dave Yost • Auditor of State

November 13, 2014

Mr. William Rouse, Finance Director
City of Canal Fulton
155 East Market Street
Canal Fulton, OH 44614

Dear Mr. Rouse:

This letter is to confirm our understanding of the terms and objectives of our engagement with the City of Canal Fulton (the City) and the nature and limitations of the services we will provide.

We will provide the following services:

Using our conversion software and information provided by the City, the Local Government Services Section of the Office of the Auditor of State (LGS) will compile the basic financial statements for City of Canal Fulton for the years ending December 31, 2014, December 31, 2015, and December 31, 2016.

LGS is responsible for conducting the engagement in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America as promulgated by the Governmental Accounting Standards Board.

A compilation differs significantly from a review or an audit of financial statements. A compilation does not contemplate performing inquiry, analytical procedures, or other procedures performed in a review. Additionally, a compilation does not contemplate obtaining an understanding of the City's internal control; assessing fraud risk; testing accounting records by obtaining sufficient appropriate audit evidence through inspection, observation, confirmation, the examination of source documents (for example, cancelled checks or bank images); or other procedures ordinarily performed in an audit. Accordingly, LGS will not express an opinion or provide any assurance regarding the financial statements.

If for any reason we are unable to complete the compilation of the City's financial statements, we will not issue a report on such statements as a result of this engagement.

Local Government Services Section
88 East Broad Street, Fourth Floor, Columbus, Ohio 43215-3506
Phone: 614-466-4717 or 800-345-2519 Fax: 866-882-0004
www.ohioauditor.gov

Mr. William Rouse
Finance Director
City of Canal Fulton
November 13, 2014
Page 2 of 5

City of Canal Fulton remains responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America as promulgated by the Governmental Accounting Standards Board. It is therefore the responsibility of the City to be in a position in fact and appearance to make informed judgments while reviewing, evaluating, and approving the services provided under this engagement. It is also the City of Canal Fulton's responsibility to design, implement and maintain internal controls, including monitoring ongoing activities.

To demonstrate that the City is fulfilling these responsibilities, the following safeguards will be observed. The City will designate a management level individual to be the primary contact accountable for overseeing this engagement and who will take responsibility for the appropriateness of the results of this engagement. The City will provide documentation to support that individual's knowledge and capability to perform this function. This documentation may include education and training related to the matters covered in this engagement. We will meet with this individual bi-weekly to update our progress and to allow the individual to monitor engagement performance to ensure it meets management's objectives. This individual will perform all management functions and make all management decisions related to this conversion and compilation and will accept full responsibility for such decisions. Accordingly, this individual will review and approve all proposed adjustments before they are entered in the conversion software. Finally, this individual will evaluate the adequacy of the services performed under this engagement by the Local Government Services Section of the Office of the Auditor of State.

It is understood and agreed that the performance of this engagement by LGS will not lessen the scope and extent of the audit work to be performed by the Financial Audit Group of the Office of the Auditor of State.

Management is responsible for making all financial records and related information available to LGS. The hours of service offered in this letter are based upon the following information being provided by the City:

1. Information required to confirm appropriate fund classification and major fund status;
2. Information to allow the allocation of internal service funds to governmental and business-type activities;
3. Information regarding estimated revenues and appropriations for use in the preparation of budgetary statements including original budget amounts for all funds required to be presented in the basic financial statements and documentation to insure that financial records are in agreement with amended certificates requested and appropriations passed by the Council during 2014, 2015 and 2016;
4. A current, complete, and appropriately classified record of all cash receipts and disbursements made during the year, along with bank reconciliations of all City and bank accounts as of December 31, 2014, December 31, 2015 and December 31, 2016;
5. Documentation for receivables including taxes, intergovernmental and accounts receivable, inventory, and prepaid items as of December 31, 2014, December 31, 2015 and December 31, 2016;
6. The balances for all governmental capital assets by program and type and proprietary capital assets by fund and type as of the beginning and end of the year, including appropriate information regarding accumulated depreciation, as well as current year additions (including accounts charged for related expenditures) and deletions (including any related proceeds and accumulated

Mr. William Rouse
Finance Director
City of Canal Fulton
November 13, 2014
Page 3 of 5

- depreciation on the deleted asset). In addition, information is required that presents depreciation expense by fund and type for proprietary capital assets and by program and type for general capital assets for December 31, 2014, December 31, 2015 and December 31, 2016;
7. Information regarding accrued salaries, compensated absences (both current and long-term), accounts payables, workers' compensation, retirement, and other current and long-term liabilities as of December 31, 2014, December 31, 2015 and December 31, 2016;
 8. Information regarding short-term debt (notes) including a schedule of changes in short-term debt that details balances at the beginning and end of the year, increases and decreases and the purpose for which the short-term debt was issued;
 9. Information regarding long-term debt balances as of the beginning and end of the year and information regarding additions and payments that occurred during the year. Information that details issuance costs, premiums and discounts for additions should be identified separately.
 10. Copies of amortization schedules that distinguish between principal and interest for each outstanding debt issue;
 11. Information to support necessary modified accrual and accrual adjustments as of December 31, 2014, December 31, 2015 and December 31, 2016;
 12. Information regarding transfers by fund including the amount and purpose for each transfer;
 13. Management's Discussion and Analysis.

It is important that you provide financial records that balance and documentation that is adequate to support the necessary journal entries. If we discover inadequacies in the records or documentation you provide, we will return the information to you for correction.

All documents provided to LGS in connection with our services including financial records and reports, payroll records, employee rosters, health and medical records, tax records, etc. must be redacted of any personal information before submission. Personal information is defined as social security numbers, dates of birth, drivers' license numbers or financial institution account numbers associated with an individual. The City shall redact all personal information from electronic records before they are transmitted to LGS. This information should be fully blacked out in all paper documents prior to sending them to LGS. If personal information cannot be redacted from any records or documents, the City must identify these records to LGS prior to their submission.

If redacting this personal information impairs the ability of LGS to provide the contracted services, the City and the Auditor of State's Office will consider these exceptions on a case-by-case basis. Additionally, if redacting this information creates hardship on the City in terms of resources, recordkeeping or other issues, the City and LGS may collaborate on alternative methods of providing the City's data to LGS without compromising the personal information on individuals served or employed by the City.

As part of the annual financial report, you will be required to prepare a Management's Discussion and Analysis (MD&A). LGS assistance with respect to the MD&A will be limited to reviewing the MD&A to determine that all required topics have been addressed and to insure that the amounts presented in the MD&A match the amounts presented in the financial statements.

Mr. William Rouse
Finance Director
City of Canal Fulton
November 13, 2014
Page 4 of 5

During the course of the compilation, from financial records and supporting documentation you provide, LGS will propose journal entries for the preparation of the basic financial statements; review records and other information to determine whether data is being gathered at the required level to permit the preparation of the financial statements; enter usable information from the prior fiscal year trial balances to the trial balances that will be used for the fiscal year being reported; and input approved journal entries into the trial balances. LGS will also discuss with you the requirements for budgetary presentations and assist in the identification of original budgetary information.

LGS assistance with respect to capital assets will be limited to explaining the information necessary for report preparation. If additional assistance in the review of policies or significant guidance related to the calculation of capital assets is required, this engagement will need to be amended.

All work papers prepared by the Office of the Auditor of State will remain the property of the Auditor of State. Accordingly, we are responsible for their care and custody. At the conclusion of the project, we will provide copies of any of the work papers you would like to have for your records. However, the work papers should not be regarded as a part of, or a substitute for, your accounting records.

Management is responsible for identifying and ensuring the City complies with the laws and regulations applicable to its activities. Management is also responsible to prevent and detect fraud. Our engagement cannot be relied upon to disclose errors, fraud, or illegal acts that may exist. However, we will inform the appropriate level of management of any material errors, and of any evidence or information that comes to our attention during the performance of our compilation procedures that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential.

It is estimated that 200 hours will be needed to complete this project for 2014, 200 hours for 2015, and 200 hours for 2016. Our fees for these services will be billed monthly to City of Canal Fulton at a rate of \$50 per hour, and the total cost is not anticipated to exceed \$10,000 for each year of the contract. If additional time or services should be necessary, we will notify City of Canal Fulton regarding any amendment to this contract that may be required.

Upon a 30 day written notice, either party may terminate this Agreement for any reason. Such notice shall be sent by U.S. mail or by personal delivery to Auditor of State, Local Government Services Section, 88 East Broad Street, Fourth Floor, Columbus, Ohio 43215-3506. In the event of such termination, the Auditor of State shall be compensated at the contractually agreed-upon rate for any and all work done to the date of such notice.

Mr. William Rouse
Finance Director
City of Canal Fulton
November 13, 2014
Page 5 of 5

If you are in agreement with the terms of this contract, please have this engagement letter signed and certified in the appropriate places and return it to me no later than December 1, 2014. If we do not hear from you by December 1, 2014, we will assume that the City of Canal Fulton does not wish to contract for the services of the Local Government Services Section of the Office of the Auditor of State. Should you have any questions concerning this letter, please do not hesitate to contact Nita Hendryx, Chief Project Manager, at 1.800.443.9271.

Sincerely,

DAVE YOST
Auditor of State



Unice S. Smith
Chief of Local Government Services

We desire the Auditor of State's Office to perform the services described above and agree to the terms and conditions set forth in this letter.

CITY OF CANAL FULTON

Date: _____

Resolution No. _____

By: _____
Mark Cozy, City Manager

It is hereby certified that the amount of \$ _____ required to pay this contract has been lawfully appropriated and is in the treasury or in the process of collection to the credit of the _____ Fund, free from any obligation or certification now outstanding.

Date: _____

William Rouse, Finance Director

cc: Nita Hendryx, Chief Project Manager
Joey Jones, Chief Auditor

RECORD OF RESOLUTIONS

Dayton Legal Block, Inc., Form No. 3000

Resolution No. _____

32-14

Passed _____

20____

A RESOLUTION BY THE COUNCIL OF THE CITY OF CANAL FULTON, OHIO TO ENTER INTO AN AGREEMENT WITH ENVIRONMENTAL DESIGN GROUP TO PROVIDE PROFESSIONAL SERVICES FOR THE FINAL DESIGN OF THE SR 93 – CHERRY STREET/LOCUST STREET INTERSECTION RECONSTRUCTION.

WHEREAS, the City of Canal Fulton has sought a proposal for the Design of the SR 93-Cherry Street/Locust Street Intersection Reconstruction, and

WHEREAS, Environmental Design Group has submitted a proposal acceptable to the City to provide professional services for the Final Design of this project.

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

The City of Canal Fulton, Ohio agrees to enter into a contract with Environmental Design Group to provide professional services for the Final Design of the SR 93-Cherry Street/Locust Street Intersection Reconstruction pursuant to proposal attached as Exhibit "A" and incorporated by reference herein.

Richard Harbaugh, 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 ____-14, duly adopted by the Council of the City of Canal Fulton, on the date of _____, 2014, 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 _____, 2014.

Teresa Dolan, Clerk-of-Council

SEF/bp

Exhibit "A"



450 Grant Street
Akron, Ohio 44311

806 Literary Rd, #206
Cleveland, OH 44113

330.375.1390
800.835.1390
Fax 330.375.1590

www.envdesigngroup.com

Civil Engineering
Landscape Architecture
Planning
Surveying
Environmental Services
Construction Management

November 19, 2014

City of Canal Fulton
Environmental Design Group No. 13-00147-02P

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

RE: Professional Services Agreement for
STA-93 Cherry Street/Locust Street
Final Design
PID No. 90972

Dear Mr. Cozy:

Environmental Design Group hereby agrees to render professional services to you in connection with the STA-93 Cherry Street/Locust Street Improvements Final Design (hereinafter called the "Project"). You will be expected to furnish Environmental Design Group with full information as to your requirements including any special or extraordinary considerations for the Project or special services needed, to make available full and timely access to the Project site(s) and provide to Environmental Design Group all pertinent data which currently exists with regard to the proposed Project which will assist us in providing the services identified hereinbelow.

The services which Environmental Design Group shall provide under this contract are set forth in Schedule 1 - Scope of Services, attached hereto and made a part hereof (hereafter the "Services").

The fee for performing the Services to be provided hereunder and the terms of payment for the fee to be paid shall be as set forth in Schedule 2 - Fee and Payment Schedule, attached hereto and made a part hereof.

Mr. Mark Cozy, City Manager
City of Canal Fulton
November 19, 2014

Additional services which may be necessary beyond what has been identified in Schedule 1, Scope of Services, may be included in the services to be provided herein by mutual agreement of the parties represented by a written change order (hereinafter "Additional Services"). Compensation for any Additional Services shall be at those rates set forth in Schedule 2 unless otherwise agreed to by the parties. In addition, Environmental Design Group may require that Additional Services are required to be performed due to emergencies or unanticipated conditions which are discovered during the course of performing the Services.

Reimbursable expenses incurred in connection with providing the Services are included in Schedule 2. Reimbursable expenses including, but not limited to, all costs associated with the Project for photocopying and reproduction costs, postage and overnight courier charges and mileage.

We will bill you monthly for Services provided in accordance with the payment schedule and all reimbursable expenses incurred for the previous billing period. The above financial arrangements are on the basis of prompt payment of our bills and the orderly and continuous progress of the Project through construction.

We would expect to start our Services promptly after receipt of your execution of this agreement and to complete our Services within the agreed-to schedule

If there are delays for reasons beyond our control, if the Project is not started within thirty (30) days of the scheduled commencement date or if the Project is not completed within ninety (90) days of the completion date due to no fault of Environmental Design Group, we would expect to negotiate with you an equitable adjustment of our compensation taking into consideration the impact of such delay including, but not limited to, changes in price indices and pay scales applicable to the period when Services are in fact being rendered.

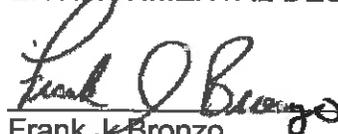
Services are to be rendered in accordance with the General Provisions which are attached hereto as Attachment 1 and made a part of this agreement.

Mr. Mark Cozy, City Manager
City of Canal Fulton
November 19, 2014

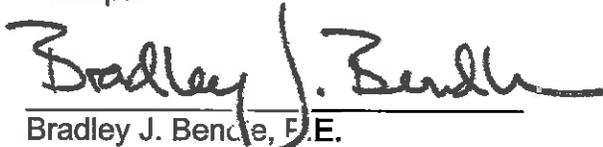
This agreement, General Provisions and Schedules attached hereto and incorporated herein represent the entire understanding between you and us in respect of the Project and may only be modified in writing signed by both of us. If this Agreement satisfactorily sets forth your understanding of our agreement, we would appreciate your signing the enclosed copy of this letter in the space provided and returning it to our office.

ACCEPTED BY:

ENVIRONMENTAL DESIGN GROUP CITY OF CANAL FULTON



Frank J. Bronzo
Principal



Bradley J. Bende, F.E.
Project Manager

Date: _____

Date: _____

Mr. Mark Cozy, City Manager
City of Canal Fulton
November 19, 2014

ATTACHMENT 1

GENERAL PROVISIONS

STANDARD OF PRACTICE:

Services provided by Environmental Design Group under this Agreement will be conducted in a manner consistent with the level of care and skill ordinarily exercised, under similar circumstances, by reputable members of its profession practicing in the same or similar locality. No other representation, expressed or implied, and no warranty or guarantee is included or intended in this Agreement, or in any report, opinion, document or otherwise. Owner agrees to notify any contractor or subcontractor who may perform work in connection with any report or study prepared by Environmental Design Group of such limitation for design defects, errors, omissions, or professional negligence, and require as a condition precedent to its performance of such work, an identical limitation of liability related to design defects, errors, omissions or act of professional negligence. Under no circumstances shall Environmental Design Group be liable for extra costs related to activities subsequent to its services described herein.

TITLE TO PLANS AND SPECIFICATIONS:

Drawings, calculations, specifications, reports, plans, field data, computer software enhancements, CADD files and such other data and information compiled or prepared by Environmental Design Group pursuant to this Agreement which Owner may require Environmental Design Group to supply in accordance with the Agreement and shall be and shall remain the property of Environmental Design Group, and Owner agrees to use the information contained therein solely for the purpose of facilitating or completing construction, operation and maintenance, modification, replacement and repair of the work and not for the duplication thereof, in whole or in part, and agrees not to disclose the same or information contained therein to others for purposes other than the above-described purposes, without the written consent of Environmental Design Group. Any reuse of the above referenced work product without the written consent of Environmental Design Group will be at Owner's sole risk and without liability to Environmental Design Group.

Mr. Mark Cozy, City Manager
City of Canal Fulton
November 19, 2014

ESTIMATES OF PROBABLE COSTS:

Environmental Design Group may submit to Owner, under the scope of services identified in this agreement, an opinion of probable cost required to construct work recommended, designed, or specified by Environmental Design Group. Environmental Design Group is not a construction cost estimator or construction contractor, nor should Environmental Design Group's rendering of a probable construction cost be considered equivalent to the nature and extent of service a construction cost estimator or construction contractor would provide. This requires Environmental Design Group to make a number of assumptions as to actual conditions that will be encountered on site; the specific decisions of other design professionals engaged; the means and methods of construction Environmental Design Group will employ; the cost and extent of labor, equipment and materials Environmental Design Group will employ; Environmental Design Group's techniques in determining prices and market conditions at the time, and other factors over which Environmental Design Group has no control. Given the assumptions which must be made, Environmental Design Group cannot guarantee the accuracy of the rendered cost opinions, and - in recognition of that fact - Owner waives any claim against Environmental Design Group relative to the accuracy of Environmental Design Groups opinion of probable construction cost.

NOTICE OF DEFECTS IN SERVICE:

Owner and Owner's employees, agents, contractors and subcontractors shall promptly report to Environmental Design Group any defects in or problems with the Services being provided hereunder by Environmental Design Group in order to permit Environmental Design Group to take prompt and effective corrective action to remedy the defect and minimize any consequences which may result from such defective work.

UNCONTROLLABLE CIRCUMSTANCES:

If because of an uncontrollable circumstance either party is unable to carry out its obligations under this Agreement, and if such party as promptly as practicable gives the other party hereto written notice of such uncontrollable circumstance specifying in reasonable detail the nature, extent and expected duration of such event of uncontrollable circumstance and its effects, the obligations and liabilities of the party giving such notice and the corresponding obligations and liabilities of the other party shall be excused during the continuance of such uncontrollable circumstance and until the affected party again is able to carry out such obligations. In the event of uncontrollable circumstance the scheduled acceptance date and the contract price shall be adjusted.

Mr. Mark Cozy, City Manager
City of Canal Fulton
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Any disabling effects of an uncontrollable circumstance event shall be eliminated as soon as and to the extent reasonably practicable by the party claiming uncontrollable circumstance; provided however, that neither party shall be required to prevent nor settle a strike, walkout or other industrial labor dispute as a result of this Section. No liabilities of either party which arose before the occurrence of the uncontrollable circumstance event shall be excused as a result of such subsequent uncontrollable circumstance.

In the event that the effects of an uncontrollable circumstance event are of such severity as to substantially prevent the performance under this agreement of the material obligations of the affected party for a period of 180 consecutive days, the Owner may terminate this Agreement provided, however, that such termination shall not relieve, excuse or otherwise affect liabilities arising prior to such termination.

LIMITATION OF LIABILITY:

Environmental Design Group shall not be held liable for the acts or omissions of Owner's contractors, subcontractors, vendors or their employees and agents. Environmental Design Group and its subcontractors and vendors shall have no liability for consequential, special, indirect or punitive damages, whether or not caused by the negligence or fault of Environmental Design Group, or its subcontractors or vendors. Neither Environmental Design Group nor its subcontractors or vendors shall be responsible or held liable, whether arising under contract, tort, (including negligence), strict liability or other theory of law or equity, for loss of use of the facility or any portion thereof, loss of profits, loss of production or business interruption, cost of replacement power, claims of customers or suppliers of Owner, cost of money, loss of use of capital or revenue, however the same may be caused, including the fault or negligence of Environmental Design Group, its subcontractors or vendors.

Environmental Design Group's liability to Owner and to all construction contractors and subcontractors on this project due to Environmental Design Group's professional negligent acts, errors, or omissions arising from or relating in any way to this Agreement, breaches of contract, breaches of warranty and/or any defense or indemnity obligations and any and all other obligations of Consultant, shall be limited such that the total aggregate liability of Environmental Design Group to all those named shall not exceed \$50,000 or ten percent (10%) of the total of the agreement, whichever is greater.

Mr. Mark Cozy, City Manager
City of Canal Fulton
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INDEPENDENT CONTRACTOR:

Environmental Design Group shall be an independent contractor with respect to the services to be provided hereunder. Neither Environmental Design Group nor its subcontractors, nor the employees of either, shall be deemed to be the servants, employees or agents of Owner.

COMPLIANCE WITH LAWS:

Environmental Design Group will comply with all federal, state and local laws, rules, ordinances and regulations with respect to, and will obtain all applicable licenses and permits for, the conduct of its business and the performance of Services pursuant hereto.

NOTICES:

Each party shall designate in writing a representative to receive any and all notices required under these Terms and Conditions or any other provisions of the Agreement to be furnished to either party. Notices shall be in writing and shall be given to the representative designated to receive the same either by personal delivery or by the U.S. mail, telegraph, telex, telecopier, or any similar means, properly addressed to such representative. Either party may by written notice to the other, change the representative or the address to which such notices are to be sent.

NO WAIVER:

No consent or waiver, express or implied, by a party in the performance by the other party to or of any breach or default by the other party of its obligations hereunder shall be deemed or construed to be a consent or waiver to or of any other breach or default in the performance by such other party of the same or any other obligations of such other party hereunder. The giving of consent by a party in any one instance shall not limit or waive the necessity to obtain such party's consent in any future instance. No waiver of any rights under this Agreement shall be binding unless it is in writing signed by the party waiving such rights.

ASSIGNMENT AND SUBCONTRACTING:

Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than Owner and Environmental Design Group, and all

Mr. Mark Cozy, City Manager
City of Canal Fulton
November 19, 2014

duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Environmental Design Group and not for the benefit of any other party. Neither Owner nor Environmental Design Group shall assign, sublet, or transfer any rights under or interests in this Agreement without the written consent of the other. However, nothing contained herein shall prevent or restrict Environmental Design Group from employing independent professional associates or consultants as Environmental Design Group may deem appropriate to assist in the performance of services hereunder.

SEVERABILITY:

In the event that any of the provisions, or portions thereof, of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, Environmental Design Group and Owner shall negotiate an equitable adjustment in the provisions of this Agreement with a view toward effecting the purposes of this Agreement, and the validity and enforceability of the remaining provisions, or portions or applications thereof, shall not be affected thereby.

WAIVER:

The waiver by either party of any breach of any term, covenant, condition or agreement contained herein or any default in the performance of any obligations hereunder shall not be deemed to be a waiver of any other breach or default of the same or of any other term, covenant, condition, agreement or obligation.

APPLICABLE LAWS:

The rights and obligations of the parties arising out of the Agreement of which these General Provisions form a part shall be governed in all respects by the laws of the State of Ohio.

SECTION HEADINGS:

All section headings are inserted for convenience only and shall not affect any construction or interpretation of this Agreement.

Mr. Mark Cozy, City Manager
City of Canal Fulton
November 19, 2014

ENTIRE AGREEMENT:

The Agreement of which these General Provisions form a part constitutes the entire agreement between the parties and supersedes all previous and collateral agreements or understandings with respect to the subject matter hereof. No waiver, alteration, amendment, or modification of any of the provisions of the Agreement shall be binding unless in writing and signed by a duly authorized representative of the party to be bound thereby.

Mr. Mark Cozy, City Manager
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SCHEDULE 1 SCOPE OF SERVICES

Environmental Design Group will provide final design services per ODOT's definition of a Path 3 Project, corresponding to the Phased Project Development Process (PDP). Tasks to be included for this project are as shown on the attached.

Scope of Services Clarifications

1. No Stage I cost estimate or submittal will be provided.
2. Utility coordination will begin immediately upon authorization and continue through the design phase. Six (6) coordination meetings are included in the Consultant's Task 2.7.C.A.
3. Geotechnical field work and report are based on ODOT GB-1. As described in the recently completed Phase I ESA report, one of the soil borings on Locust Street will be located in the vicinity of Met Al Industries. The elevation of ground water (if present) in the boring will be used to determine if a Phase II ESA is required for that site. An "if authorized" task is provided in the spreadsheet for the Phase II work if needed.
4. Task 2.7.E.A. thru D. – Retaining Wall Plans are based on new walls at 407 Cherry (Ditmer), 422 Cherry (Factora – curb wall) and 451 Cherry (Bagocius), and reconfiguring the existing wall at 407 Cherry. Two soil borings are included for the footing designs for the four walls. One boring for the wall at 422 Cherry, and one boring for the walls at 407 and 451 Cherry. As 407 and 451 Cherry abut each other the new wall will be contiguous along the frontage of both properties. Design for a new wall at other locations will be accommodated as an "if authorized" task on a per wall basis. A per wall cost is included in the "if authorized" task spreadsheet.
5. Task 3.1.C. – Section 4(f) Evaluation is related to Old School Park.
6. Task 3.3.F. – Lighting Plan is included in both the base contract and "if authorized" tasks. The base contract work includes design and plan preparation for lighting at the intersection. The "if authorized" task includes design and plan preparation for the remaining Cherry Street corridor beyond the intersection, if mitigation option 4 from the determination of effects report is carried forward to

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November 19, 2014

design. These light fixtures and supports will be similar to those in the downtown area.

7. Task 3.3.J.B. – Waterworks Plan developed for OPWC submittal will be adjusted as needed for utility relocations and final storm sewer design.
8. Task 3.4.B.D. – After construction is complete, new survey markers (capped rebar) will be set where property lines meet the right-of-way.
9. Task 3.7.A. – This task is to further develop the six (6) mitigation options identified in the Section 106 determination of effects report. Design for each option is included in the “if authorized” tasks. This task does not include any meetings.
10. Task 3.7.B. – This task is for two (2) meetings related to the development of the Section 106 mitigation options.
11. Task 4.2.E.C. – This task is for demolition work at 255 Cherry Street including plan development, notes, quantities, estimate for removing the structure, terminating utility services to the parcel, and abating environmentally sensitive construction materials such as asbestos and lead. This task also includes inspection/sampling/testing for asbestos and lead in the structure.
12. Right-of-Way Acquisition services are not included in this proposal. These services will be contracted directly by the City.

If Authorized Tasks

1. Task 2.7.C.C. – Level A Subsurface Utility Engineering includes up to 10 Level A subsurface spot investigations.
2. Task 2.7.E. is for walls identified in excess of the four (4) walls noted in the base design tasks.
3. Task 3.1.Q. – Phase II ESA is provided for the Met Al site if ground water is present in the right-of-way adjacent to the site as described and recommended in the Phase I ESA report that was recently completed.
4. Task 3.3.G. – Landscape Plan is specific to the site at 255 Cherry after the house is demolished. This task is for final design and plan preparation if Section 106

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Mitigation option 4 from the Determination of Effects Report for 255 Cherry Street is carried forward to design.

5. Task 3.9.A. is for project meetings with City administration, Council and the general public, on a per meeting basis.
6. Task 3.9.B. is provided if the Consultant is needed to attend a meeting with individual property owners to discuss project elements and effects to their property during design and property acquisition. The fee provided is for Consultant staff on a per meeting basis. Meetings for the acquisition subconsultant are included in their fee.
7. The six "if authorized items not in ODOT's standard task list" are provided for final design of the six options identified in the Determination of Effects Report for 255 Cherry Street. Each option is listed separately as not all of the options may be carried to final design. Note that the "Commemorative Kiosk" option, if carried forward to final design is accommodated in a separate, direct contract between the City and CCI.

Mr. Mark Cozy, City Manager
City of Canal Fulton
November 19, 2014

**SCHEDULE 2
FEE AND PAYMENT SCHEDULE**

Environmental Design Group will invoice the City of Canal Fulton on a cost plus net fee basis summarized as follows. Our detailed fee schedule is attached.

Base Contract	\$225,507
If Authorized	\$64,260

Path Selected: Path 3

Note: After completing the form, print to attach to scope.

To print for scope attachment, filter to show only tasks identified as "Yes" and size the rows to accommodate the Project Specific Comments.

2 Preliminary Engineering Phase					
2.7 Stage 1 Design					
2.7.A Roadway					
2.7.A.B General Notes	Yes	X			
2.7.A.C Schematic Plan	Yes	X			
2.7.A.D Update Typical Sections	Yes	X			
2.7.A.I Intersection Details	Yes	X			
2.7.A.K Driveway Details	Yes	X			
2.7.A.L Design Exception Request - Per Design Exception	Yes	X	X		If Authorized
2.7.B Drainage					
2.7.B.A Storm Sewer Profiles	Yes	X			
2.7.B.D Drainage Calculations	Yes	X			
2.7.B.E BMP Design	Yes	X			
2.7.C Utilities					
2.7.C.A Utility Coordination and Documentation	Yes	X			
2.7.C.C Subsurface Utility Engineering (SUE) Level A	Yes	X	X		If Authorized

2.7.D. Geotechnical Services				
2.7.D.A. Geotechnical Services and Report	Yes	X		
2.7.E. Retaining Wall Plans - 4 Walls				
2.7.E.A. Wall Locations	Yes	X		
2.7.E.B. Wall Elevations	Yes	X		
2.7.E.C. Wall Type	Yes	X		
2.7.E.D. Footing depth and foundation type	Yes	X		
2.7.G. Miscellaneous				
2.7.G.A. Perform Airway/Highway clearance analysis	Yes	X		
2.7.G.C. Finalize Pavement Build up and subsurface drainage requirements	Yes	X		
3 Environmental Engineering Phase				
3.1 Environmental Field Studies and Refused Impacts				
3.1.C Section 4 (f) Evaluation	Yes	X		
3.1.L Determine Right of Way Encroachments	Yes	X		
3.1.Q Phase II Environmental Site Assessment	Yes	X		If Authorized
3.3 A Roadway				
3.3.A.A Update Title Sheet	Yes	X		

Task	Complete	Yes	No	Partial	Not Started
3.3.A.C Update Plan and Profile - Mainline	Yes	X			
3.3.A.D Update Plan and Profile - Crossroads	Yes	X			
3.3.A.F Update Cross Sections	Yes	X			
3.3.B Drainage					
3.3.B.D Underdrain details	Yes #	X			
3.3.B.E BMP Details	Yes	X			
3.3.B.F Drainage for Maintenance of Traffic	Yes	X			
3.3.C Traffic Control					
3.3.C.A Pavement Marking Plan	Yes	X			
3.3.C.B Signing Plan	Yes	X			
3.3.D Signal Plan					
3.3.D.A Signal Plan Sheets	Yes	X			
3.3.E Maintenance of Traffic					
3.3.E.A Finalize MOT Plans	Yes	X			
3.3.F Lighting Plan - Intersection Only					
3.3.F.A Lighting Analysis, Voltage Drop Calculations	Yes	X			
3.3.F.B Power/Circuit Layout & Details	Yes	X			
3.3.F.C Lighting Plan and Details	Yes	X			

Item	Task	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
4.3	Prepare Cost Estimates and Revise Milestone																		
4.3.A	Roadway Costs	Yes																	
4.4	Final Plan Package																		
4.4.A	Submission of Final Tracings	Yes																	
4.5	Project Management for Final Engineering and Right of Way Phase																		
4.5.A	Progress Meetings - 1 Total	Yes																	
4.5.B	General Oversight	Yes																	
4.6	Pre-Bid Activities																		
4.6.A	Pre-Bid Questions	Yes																	
5	Construction Phase																		
5.1	On-going services during Construction																		
5.1.A	On-going Services During Construction	Yes																	

IF AUTHORIZED ITEMS FROM SECTION 108 DETERMINATION OF EFFECTS REPORT NOT IN TASK LIST

Gateway Sign

Retaining Wall Aesthetic Treatments/Motif Design

Commemorative Kiosk

Application of Aesthetic Treatments including Decorative Sidewalks within Project Corridor



Reuse of Sandstone Foundation

Improved Pedestrian Facilities within
Project Corridor and Historic District

DETAILED BREAKDOWN OF PROPOSED TOTAL HOURS,
PERSONNEL CATEGORIES, AND LABOR RATES

Proposal Date: 11.19.2014
Revised:
Date:

County Route and Section: STA-93 Cherry Street
Agreement No.:
PID: 90972
PDF Path Used: Path 3
Environmental Design
CONSULTANT: Group

HOURLY RATES

Proj Exec / Proj Mgr	\$59.53
Sr Engineer	\$47.22
Proj Engineer or Survey	\$28.42
R/W or Env. Specialist	\$25.90
PI Specialist or	\$21.12
Clerical	\$21.00

Average Overhead Rate =	152.06%	(Net Fee Calc.)
Overhead Percentage =	175.67%	
Net Fee Percentage =	11.00%	
Cost of Money =	0.38%	

PROJECT DESCRIPTION: Reconstruction of the intersection of Cherry Street and Locust Street in the City of Canal Fulton - Final Design

Task #	Task Description	No.	Hourly Rate	Total Hours	Labor Costs	Overhead Costs	Cost of Money	Direct Costs	Subcon Costs	Net Fee	Total Cost
2	Preliminary Engineering Phase										
2.7	Stage 1 Design										
2.7	Subtotal		\$32.06	164	\$5,258	\$9,394	\$20	\$390	\$56,722	\$1,456	\$73,151
	SUBTOTAL PRELIMINARY ENGINEERING PHASE		\$32.06	164	\$5,258	\$9,394	\$20	\$390	\$56,722	\$1,456	\$73,151
3	Environmental Engineering Phase										
3.1	Environmental Field Studies and Refined Impacts										
3.1	Subtotal		\$47.22	12	\$567	\$1,412	\$2	\$0	\$1,209	\$157	\$2,037
3.3	Stage 2										
3.3	Subtotal		\$27.53	348	\$9,526	\$12,196	\$26	\$0	\$23,037	\$1,893	\$42,978
3.4	Right of Way Plans										
3.4	Subtotal		\$32.72	251	\$8,211	\$14,671	\$71	\$150	\$0	\$2,277	\$25,311
3.5	Prepare Environmental Document										
3.5	Subtotal		\$26.42	90	\$2,358	\$4,570	\$10	\$0	\$0	\$709	\$7,847
3.6	Environmental Commitments and Plan Notes										
3.6	Subtotal		\$36.04	9	\$324	\$129	\$1	\$0	\$1,126	\$67	\$1,863
3.7	Final Mitigation Plans Coordination										
3.7	Subtotal		\$36.56	32	\$1,170	\$2,090	\$4	\$0	\$4,069	\$324	\$7,658
3.8	Prepare Cost Estimates and Revise Milestone										
3.8	Subtotal		\$33.64	42	\$1,413	\$2,524	\$5	\$0	\$2,511	\$392	\$6,845
3.9	Project Management for Environmental Engineering Phase										
3.9	Subtotal		\$40.24	55	\$2,243	\$4,544	\$10	\$100	\$2,227	\$705	\$10,129
	SUBTOTAL ENVIRONMENTAL ENGINEERING PHASE		\$31.36	738	\$23,328	\$42,078	\$89	\$250	\$32,269	\$6,524	\$105,699
4	Final Engineering and R/W Phase										
4.2	Stage 3 Detailed Design Plans										
4.2	Subtotal		\$31.96	84	\$2,685	\$4,797	\$10	\$1,000	\$8,702	\$714	\$17,998
4.3	Prepare Cost Estimates and Revise Milestone										
4.3	Subtotal		\$47.22	8	\$338	\$675	\$1	\$0	\$1,256	\$165	\$2,115
4.4	Final Plan Package										
4.4	Subtotal		\$29.71	13	\$380	\$679	\$1	\$300	\$0	\$185	\$1,465

**DETAILED BREAKDOWN OF PROPOSED TOTAL HOURS,
PERSONNEL CATEGORIES, AND LABOR RATES**

County Route and Section: STA-93 Cherry Street
 Agreement No.:
 PID: 90972
 PDP Path Used: Path 3
 Environmental Design
 CONSULTANT: Group

Proposal Date: 11/19/2014
 Revised Date:

PROJECT DESCRIPTION: Reconstruction of the intersection of Cherry Street and Locust Street in the City of Canal Fulton - Final Design

HOURLY RATES

Proj Exec / Proj Mgr	\$59.53
Sr Engineer	\$47.22
Proj Engineer or Survey	\$28.42
R/W or Env. Specialist	\$25.90
PI Specialist or	\$21.12
Clerical	\$21.00

Average Overhead Rate =	152.06%	(Net Fee Calc.)
Overhead Percentage =	178.67%	
Net Fee Percentage =	11.00%	
Cost of Money =	0.38%	

Task #	Task Description	No.	Hourly Rate	Total Hours	Labor Costs	Overhead Costs	Cost of Money	Direct Costs	Subcon Costs	Net Fee	Total Cost
4.5	Project Management for Final Engineering and Right of Way Phase										
4.5	Subtotal		\$17.55	37	\$1,522	\$2,710	\$0	\$0	\$1,330	\$432	\$6,048
4.6	Pre-Bid Activities										
4.6	Subtotal		\$38.48	13	\$1,270	\$2,260	\$5	\$100	\$2,424	\$352	\$6,419
	SUBTOTAL FINAL ENGINEERING AND R/W PHASE		\$56.07	170	\$6,214	\$11,178	\$24	\$1,450	\$13,712	\$1,720	\$34,286
5	Construction Phase										
5.1	On-going services during Construction										
	SUBTOTAL CONSTRUCTION PHASE		\$78.55	82	\$3,145	\$5,619	\$12	\$300	\$2,424	\$872	\$12,371
	Total Base Contract		\$35.07	1154	\$74,165	\$88,199	\$115	\$2,400	\$106,127	\$19,582	\$227,907
	IF AUTHORIZED TASKS										
	Subtotal of If-Authorized Tasks		\$28.27	180	\$14,455	\$29,400	\$63	\$48	\$13,729	\$1,563	\$64,160
	GRAND TOTAL		\$31.50	1734	\$74,610	\$107,599	\$208	\$2,460	\$119,847	\$15,144	\$280,767

DETAILED BREAKDOWN OF PROPOSED TOTAL HOURS, PERSONNEL

AND LABOR RATES

Proposal Date: 11/19/2014
 Revised Date:

County Route and Section: SIA-93 Cherry Street
 Agreement No.:
 PID: 90872
 PDP Path Used: Paffi ?
 CONSULTANT: Environmental Design Group

PROJECT DESCRIPTION:
 Reconstruction of the intersection of Cherry Street and Locust Street in the City of Canal Fulton - Final Design

HOURLY RATES

Principal	\$59.33
Project Manager/Survey Manager	\$47.22
Proj Engineer	\$25.42
R/W or Env. Specialist	\$25.90
CADD Technician	\$21.12
2-Person Survey Crew	\$47.38
Clerical	\$21.30

Task #	Task Description	Principal	Project Manager/Survey Manager	Proj Eng	R/W Spec / Env Spec	CADD Technician	2-Person Survey Crew	Clerical	Overall Total Hours	Labor Costs
2	Preliminary Engineering Phase									
2.7	Stage 1 Design									
2.7.A	Roadway									
2.7.A.B	General Notes		1						1	\$47
2.7.A.C	Schematic Plan		1						1	\$47
2.7.A.D	Update Typical Sections					17			17	\$359
2.7.A.I	Intersection Details	0.5	4			16			21	\$557
2.7.A.K	Driveway Details	0.5	4			12			17	\$472
2.7.B	Drainage									
2.7.B.A	Storm Sewer Profiles		2	24		26			51	\$1,343
2.7.B.D	Drainage Calculations		2						2	\$74
2.7.B.E	BMP Design	1	1	3		2			11	\$307
2.7.C	Utilities									
2.7.C.A	Utility Coordination and Documentation		16					4	20	\$840
2.7.D	Geotechnical Services									
2.7.D.A	Geotechnical Services and Report	5	2	30					2	\$94
2.7.E	Retaining Wall Plans - Wall									
2.7.E.A	Wall Locations	1	6			2			9	\$215
2.7.E.B	Wall Elevations		2			1			5	\$184
2.7.E.C	Wall Type	1	3			2			6	\$213
2.7.E.D	Footing depth and foundation type		1						3	\$142
2.7.G	Miscellaneous									
2.7.G.A	Perform Airway/Highway clearance analysis		1						1	\$47
2.7.G.C	Finalize Pavement Build up and subsurface drainage requirements		2						2	\$94
2.7	Subtotal	5	53	30	0	72	0	4	164	\$4,274
	SUBTOTAL PRELIMINARY ENGINEERING PHASE	5	53	30	0	72	0	4	164	\$4,274
3	Environmental Engineering Phase									
3.1	Environmental Field Studies and Refined Impacts									
3.1.C	Section 4 (f) Evaluation		6						6	\$238
3.1.L	Determine Right of Way Encroachments		4						4	\$189
3.1	Subtotal	0	10	0	0	0	0	0	12	\$567
3.3	Stage 2									
3.3.A	Roadway									
3.3.A.A	Update Title Sheet		1			1			2	\$66
3.3.A.C	Update Plan and Profile - Mainline	1	2			24			28	\$703
3.3.A.D	Update Plan and Profile - Crossroads	1	3			16			20	\$719
3.3.A.F	Update Cross Sections		1			4			7	\$224
3.3.B	Drainage									
3.3.B.D	Underdrain details		1			4			5	\$132
3.3.B.E	BMP Details		1			8			9	\$216
3.3.B.F	Drainage for Maintenance of Traffic		1			2			3	\$99

DETAILED BREAKDOWN OF PROPOSED TOTAL HOURS, PERSONNEL

AND LABOR RATES

County Route and Section: STA-93 Cherry Street
 Agreement No.:
 PDP Path Used: Path 3
 CONSULTANT: Environmental Design Group

Proposal Date: 11/19/2014
 Revised Date:
 Date:

PROJECT DESCRIPTION:
 Reconstruction of the intersection of Cherry Street and Locust Street in the City of Canal Fulton - Final Design

HOURLY RATES

Principal \$59.53
 Project Manager/Survey Manager \$47.23
 Proj Engineer \$26.42
 R/W or Env. Specialist \$25.90
 CADD Technician \$21.12
 2-Person Survey Crew \$47.38
 Clerical \$21.00

Task #	Task Description	Principal	Project Manager/Survey Manager	Proj Eng	R/W Spec / Env Spec	CADD Technician	2-Person Survey Crew	Clerical	Overall Total Hours	Labor Costs
3.3.C	Traffic Control									
3.3.C.A	Pavement Marking Plan								1	\$47
3.3.C.B	Signing Plan								6	\$30
3.3.D	Signal Plan									
3.3.D.A	Signal Plan Sheets	1	3	3		2			55	\$1,513
3.3.E	Maintenance of Traffic									
3.3.E.A	Finalize MOT Plans	1	2	16		26			43	\$1,116
3.3.F	Lighting Plan - Intersection Only									
3.3.F.A	Lighting Analysis, Voltage Drop Calculations		2	4		2			8	\$256
3.3.F.B	Power/Circuit Layout & Details		2	6		5			14	\$302
3.3.F.C	Lighting Plan and Details	1	2	9		8			19	\$550
3.3.J	Utilities									
3.3.J.A	Utility Coordination and Documentation		5						8	\$378
3.3.J.B	Water Works Plan		2						2	\$94
3.3	Subtotal	5	17	50	0	147	0	0	248	\$6,826
3.4	Right of Way Plans									
3.4.A	Preparation Right of Way Plans									
3.4.A.A	Legend Sheet		1		2	6			12	\$367
3.4.A.B	Centerline Survey Plat		1		2	10			16	\$452
3.4.A.C	Property Map		6		3	16			24	\$673
3.4.A.D	Summary of Additional Right of Way		8		2	12			22	\$583
3.4.A.E	Detailed ROW Plan Sheets	1	24		10	50			95	\$2,710
3.4.A.G	Legal Descriptions		15		10				34	\$1,235
3.4.A.I	Closure Calculations		1						3	\$378
3.4.A.J	Right-of-Way Acquisition Estimate		4						5	\$248
3.4.B	Field Right of Way Plans									
3.4.B.A	Field Review & Verify Property Owners		8		2	6			16	\$555
3.4.B.D	Set R/W Pins after construction		3				16		19	\$900
3.4	Subtotal	2	87	0	30	110	16	6	251	\$8,211
3.5	Prepare Environmental Document									
3.5.A	Prepare Environmental Document			90					90	\$2,558
3.5	Subtotal	0	0	90	0	0	0	0	90	\$2,558
3.6	Environmental Commitments and Plan Notes									
3.6.A	Environmental Commitment Plan Notes		2		4	2			8	\$240
3.6	Subtotal	0	2	0	4	2	0	0	8	\$240
3.7	Final Mitigation Plans Coordination									
3.7.A	Mitigation for Cultural Resources		8		16			8	24	\$792
3.7.B	Meetings for Section 106 Mitigation Options		8						8	\$378
3.7	Subtotal	0	16	0	16	0	0	0	32	\$1,170
3.8	Prepare Cost Estimates and Revise Milestone									
3.8.A	Stage II Cost Opinion		30	31					43	\$1,413

DETAILED BREAKDOWN OF PROPOSED TOTAL HOURS, PERSONNEL

AND LABOR RATES

County Route and Section: SR 14-03 Cherry Street
 Agreement No.:
 PID: 70972
 PDP Path Used: Path 3
 CONSULTANT: Environmental Design Group

Proposal Date: 11/19/2014
 Revised Date:
 Date:

PROJECT DESCRIPTION:
 Reconstruction of the intersection of Cherry Street and Locust Street to the City of Canal Fulton - Final Design

HOURLY RATES

Principal \$59.53
 Project Manager/Survey Manager \$47.22
 Proj Engineer \$28.42
 R/W or Env. Specialist \$25.90
 CADD Technician \$21.12
 2-Person Survey Crew \$17.38
 Clerical \$21.00

Task #	Task Description	Principal	Project Manager/Survey Manager	Proj Eng	R/W Spec / Env Spec	CADD Technician	2-Person Survey Crew	Clerical	Overall Total Hours	Labor Costs
3.8	Subtotal	5	10	31	0	0	0	0	42	\$1,413
3.9	Project Management for Environmental Engineering Phase									
3.9.A	Progress Meetings - 2 Total	1	3				2	1	13	\$336
3.9.C	General Oversight	1	40						42	\$2,908
3.9	Subtotal	2	48		0	0	2	1	55	\$2,544
	SUBTOTAL ENVIRONMENTAL ENGINEERING PHASE	8	12*	180	20	14*	2	2	738	\$23,528
4	Final Engineering and R/W Phase									
4.2	Stage 3 Detailed Design Plans									
4.2.A	Quandries and Notes									
4.2.A.A	Pavement Subsummary		1						1	\$47
4.2.A.B	Drainage Subsummary		1						1	\$47
4.2.A.C	Roadway Subsummary		1						1	\$47
4.2.A.D	Earthwork and Seeding Subsummary		1						1	\$47
4.2.A.E	Maintenance of Traffic Subsummary	1	1	2		2			6	\$260
4.2.A.F	Pavement Marking Subsummary and Plans		1						1	\$47
4.2.A.G	Signing Subsummary		1						1	\$47
4.2.A.H	Signal Subsummary		1	3		2			11	\$317
4.2.A.I	Retaining Wall Subsummary		1						1	\$47
4.2.A.K	Lighting Subsummary		1	1		4			6	\$160
4.2.A.M	General Summary Sheet		1	1		2			4	\$116
4.2.A.P	Update of General Notes		1						1	\$47
4.2.B	Traffic Signal Plans									
4.2.B.A	Wiring diagram & pole orientation	1	6	16		14			37	\$1,093
4.2.B.B	Timing Chart/Signalization Notes		2	4		2			8	\$250
4.2.C	Miscellaneous									
4.2.E.C	Project Site Plan					1			1	\$47
4.2	Subtotal	2	23	32	0	27	0	0	84	\$2,685
4.3	Prepare Cost Estimates and Revise Milestone									
4.3.A	Roadway Costs		5						5	\$178
4.3	Subtotal	0	5	0	0	0	0	0	5	\$178
4.4	Final Plan Package									
4.4.A	Submission of Final Tracings	1	7	2		8			13	\$380
4.4	Subtotal	1	7	2	0	8	0	0	17	\$500
4.5	Project Management for Final Engineering and Right of Way Phase									
4.5.A	Progress Meetings - 1 Total	2	4					1	7	\$220
4.5.B	General Oversight	1	24						25	\$1,103
4.5	Subtotal	3	28	0	0	0	0	1	31	\$1,522
4.6	Pre-Bid Activities									
4.6.A	Pre-Bid Questions	1	16	16					33	\$1,270
4.6	Subtotal	1	16	16	0	0	0	0	33	\$1,270

DETAILED BREAKDOWN OF PROPOSED TOTAL HOURS, PERSONNEL

AND LABOR RATES

County Route and Section: 514-93 Cherry Street
 Agreement No.:
 PID: 90972
 PDF Path Used: Path 3
 CONSULTANT: Environmental Design Group

Proposal Date: 11/19/2014
 Revised Date:
 Date:

PROJECT DESCRIPTION:
 Reconstruction of the intersection of Cherry Street and Locust Street in the City of Canal Fulton - Final Design

HOURLY RATES

Principal	\$59.53
Project Manager/Survey Manager	\$47.22
Proj Engineer	\$28.42
R/W or Env. Specialist	\$25.90
CADD Technician	\$21.12
2-Person Survey Crew	\$47.36
Clerical	\$21.00

Task #	Task Description	Principal	Project Manager/Survey Manager	Proj Eng	R/W Spec / Env Spec	CADD Technician	2-Person Survey Crew	Clerical	Overall Total Hours	Labor Costs
	SUBTOTAL FINAL ENGINEERING AND R/W PHASE	7	77	50	0	35	0	1	170	\$6,234
5	Construction Phase									
5.1	On-going services during Construction									
5.1.A	On-going Services During Construction	2	40	40					82	\$3,143
	SUBTOTAL CONSTRUCTION PHASE	2	40	40	0	0	0	0	82	\$3,143
	TOTAL BASE CONTRACT	22	295	300	20	256	2	9	1154	\$38,165
	IF AUTHORIZED TASKS									
2.7	Stage 1 Design									
2.7.A	Roadway									
2.7.A.L	Design Exception Request - Per Design Exception		2	8					12	\$764
2.7.C	Utilities									
2.7.C.C	Subsurface Utility Engineering (SUE), Level A		6						8	\$326
2.7.E	Retaining Wall Plans - 7th Year									
2.7.E.A	Wall Locations		1			3			10	\$267
2.7.E.B	Wall Elevations	1	1	4		1			11	\$339
2.7.E.C	Wall Type		1			4			5	\$132
2.7.E.D	Footing depth and foundation type		1			2			3	\$87
3.1	Environmental Field Studies and Refined Impacts									
3.1.Q	Phase II Environmental Site Assessment - Per Site	2	34		120	32		16	194	\$5,372
3.3.F	Lighting Plan - Cherry Street Corridor									
3.3.F.A	Lighting Analysis, Voltage Drop Calculations	2	6	10		2		12	18	\$558
3.3.F.B	Power/Circuit Layout and Details	1	4	12		12			29	\$843
3.3.F.C	Lighting Plan and Details		1	12		12			25	\$783
3.3.G	Land-Care Plan at 755 Cherry St.									
3.3.G.A	Landscape Plan and Details	1	1	2		16			19	\$1,401
3.3.G.B	General Notes			2		2			4	\$99
3.9	Project Management for Environmental Engineering Phase									
3.9.A	Meetings - Public - Per Meeting	2	4	2				1	11	\$428
3.9.B	Meetings - Private Property Owners - Per Meeting								5	\$210
4.2	Stage 3 Detailed Design Plans									
4.2.A	Quantities and Notes									
4.2.A.J	Retaining Wall Subsummary		1						1	\$47
4.2.A.K	Lighting Subsummary		1	1		6			8	\$202
4.2.A.L	Landscape Subsummary		1	1		4			6	\$160

DETAILED BREAKDOWN OF PROPOSED TOTAL HOURS, PERSONNEL

AND LABOR RATES

Proposal Date: 11/19/2014
 Revised Date:

County Route and Section: STA-99 Cherry Street
 Agreement No.:
 PID: 90872
 PDP Path Used: Path 3
 CONSULTANT: Environmental Design Group

PROJECT DESCRIPTION:

Reconstruction of the intersection of Cherry Street and Locust Street in the City of Canal Fulton - Final Design

HOURLY RATES

Principal: \$59.53
 Project Manager/Survey Manager: \$47.22
 Proj Engineer: \$28.42
 R/W or Env. Specialist: \$25.90
 CADD Technician: \$11.12
 2-Person Survey Crew: \$47.38
 Clerical: \$21.00

Task #	Task Description	Principal	Project Manager/Survey Manager	Proj Eng	R/W Spec / Env Spec	CADD Technician	2-Person Survey Crew	Clerical	Overall Total Hours	Labor Costs
	IF AUTHORIZED ITEMS FROM SECTION 106 DETERMINATION OF EFFECTS REPORT NOT IN TASK LIST									
	Gateway Sign	1	4	24		36			65	\$1,691
	Retaining Wall Aesthetic Treatments/Motif Design		2	8		4			14	\$406
	Commemorative Kiosk		4						4	\$189
	Application of Aesthetic Treatments including Decorative Sidewalks within Project Corridor	1	4	12		16			33	\$927
	Reuse of Sandstone Foundation		2	4		2			8	\$250
	Improved Pedestrian Facilities within Project Corridor and Historic District	1	4	20		24			49	\$1,324
	Subtotal of If-Authorized Tasks	10	82	152	120	198	0	18	580	\$16,455
	GRAND TOTAL	32	377	152	140	454	3	26	1734	\$51,619

DETAILED BREAKDOWN OF PROPOSED TOTAL HOURS, PERSONNEL CATEGORIES, AND LABOR RATES

Proposal Date: 11/19/2014
 Revised Date:

County Route and Section: STA-93 Cherry Street
 Agreement No.:
 PID: 90972
 PDP Path Used: Path 3
 CONSULTANT: Environmental Design Group

PROJECT DESCRIPTION:

Reconstruction of the Intersection of Cherry Street and Locust Street in the City of Canal Fulton - Final Design

HOURLY RATES

Proj Exec/Proj Mgr	\$59.53
Sr Engineer	\$47.22
Proj Engineer or Survey	\$28.42
R/W or Env. Specialist	\$25.90
PI Specialist or	\$21.12
Clerical	\$21.00

Average Overhead Rate = 152.06% (Net Fee Calc.)
 Overhead Percentage = 178.57%
 Net Fee Percentage = 11.00%
 Cost of Money = 0.48%

Task #	Task Description	No.	Hourly Rate	Total Hours	Labor Cost	Overhead Costs	Cost of Money	Direct Costs	Subcon Costs	Net Fee	Total Cost
3.3.C.A	Pavement Marking Plan	1	\$47.22	1	\$47	\$84	\$0		\$628	\$13	\$773
3.3.C.B	Signing Plan	0	\$19.01	0	\$0	\$0	\$0		\$628	\$0	\$628
3.3.D	Signal Plan										
3.3.D.A	Signal Plan Sheets	5	\$27.51	5	\$137.55	\$265	\$0			\$120	\$442
3.3.E	Maintenance of Traffic										
3.3.E.A	Finalize MOT Plans	4	\$28.94	4	\$115.76	\$221	\$4		\$866	\$30	\$441
3.3.F	Lighting Plan - Intersection Only										
3.3.F.A	Lighting Analysis, Voltage Drop Calculations	2	\$31.30	2	\$62.60	\$125	\$1			\$69	\$164
3.3.F.B	Power/Circuit Layout & Details	14	\$25.98	14	\$363.72	\$727	\$1			\$109	\$1202
3.3.F.C	Lighting Plan and Details	19	\$26.96	19	\$512.24	\$1024	\$2			\$183	\$1618
3.3.G	Utilities										
3.3.J.A	Utility Coordination and Documentation	8	\$17.22	8	\$137.76	\$275	\$1		\$1,732	\$105	\$2,891
3.3.J.B	Water Works Plan	26	\$23.15	26	\$601.90	\$1,203	\$2			\$210	\$1,816
3.3	Subtotal	25	\$27.53	25	\$688.26	\$1,376	\$26	\$0	\$2,165	\$310	\$2,978
3.4	Right of Way Plans										
3.4.A	Summary Sheet of Way Plans										
3.4.A.A	Legend Sheet	12	\$30.42	12	\$365.04	\$730	\$1			\$102	\$1,127
3.4.A.B	Centerline Survey Plat	16	\$28.24	16	\$451.84	\$903	\$2			\$325	\$1,396
3.4.A.C	Property Map	24	\$28.46	24	\$683.04	\$1,366	\$3			\$187	\$2,065
3.4.A.D	Summary of Additional Right of Way	12	\$11.98	12	\$143.76	\$287	\$3			\$105	\$2,695
3.4.A.E	Detailed ROW Plan Sheets	95	\$28.62	95	\$2,718.90	\$5,437	\$10			\$754	\$8,241
3.4.A.G	Legal Descriptions	23	\$30.22	23	\$695.06	\$1,390	\$5			\$340	\$1,730
3.4.A.I	Closure Calculations	8	\$17.22	8	\$137.76	\$275	\$1			\$105	\$1,159
3.4.A.J	Right-of-Way Acquisition Estimate	5	\$40.60	5	\$203.00	\$406	\$1			\$69	\$777
3.4.B	Field & Set of Way Plans										
3.4.B.A	Field Review & Verify Property Owners	16	\$44.17	16	\$706.72	\$1,413	\$2	\$50		\$154	\$1,757
3.4.B.D	Set R/W Pins after construction	19	\$4.38	19	\$83.22	\$166	\$0	\$100		\$249	\$2,800
3.4	Subtotal	251	\$32.72	251	\$8211	\$16,421	\$31	\$150	\$0	\$2,177	\$25,311
3.5	Prepare Environmental Document										
3.5.A	Prepare Environmental Document	90	\$20.42	90	\$1,837.80	\$3,675	\$10			\$700	\$5,847
3.5	Subtotal	90	\$20.42	90	\$1,837.80	\$3,675	\$10	\$0		\$700	\$5,847
3.6	Environmental Commitments and Plan Notes										
3.6.A	Environmental Commitment Plan Notes	8	\$30.01	8	\$240.08	\$480	\$1		\$1,120	\$67	\$1,863
3.6	Subtotal	8	\$30.01	8	\$240.08	\$480	\$1	\$0	\$1,120	\$67	\$1,863
3.7	Final Mitigation Plans Condition										
3.7.A	Mitigation for Cultural Resources	24	\$33.01	24	\$792.24	\$1,584	\$3		\$4,069	\$320	\$6,490
3.7.B	Meetings for Section 106 Mitigation Options	3	\$47.22	3	\$141.66	\$283	\$1			\$105	\$1,159
3.7	Subtotal	32	\$36.56	32	\$1,174.90	\$2,390	\$4	\$0	\$4,069	\$324	\$7,657
3.8	Prepare Cost Estimates and Revise Mitigation										
3.8.A	Stage II Cost Opinion	42	\$33.64	42	\$1,412.88	\$2,825	\$5		\$4,511	\$392	\$5,245
3.8	Subtotal	42	\$33.64	42	\$1,412.88	\$2,825	\$5	\$0	\$4,511	\$392	\$6,845

DETAILED BREAKDOWN OF PROPOSED TOTAL HOURS, PERSONNEL CATEGORIES, AND LABOR RATES

County Route and Section: ST A-93 Cherry Street
 Agreement No.:
 PID: 90972
 PDP Path Used: Path 3
 CONSULTANT: Environmental Design Group

Proposal Date: 11.19.2014
 Revised Date:

PROJECT DESCRIPTION:

Reconstruction of the intersection of Cherry Street and Locust Street in the City of Canal Fulton - Final Design

HOURLY RATES

Proj Exec/Proj Mgr	\$59.53
Sr Engineer	\$47.32
Proj Engineer or Survey R/W or Env. Specialist	\$28.42
PI Specialist or	\$25.90
Clerical	\$21.12
	\$21.00

Average Overhead Rate = 152.06% (Net Fee Calc.)
 Overhead Percentage = 78.53%
 Net Fee Percentage = 11.00%
 Cost of Money = 0.38%

Task #	Task Description	No.	Hourly Rate	Total Hours	Labor Costs	Overhead Costs	Cost of Money	Direct Costs	Subcon Costs	Net Fee	Total Cost
5.1	On-going services during construction										
5.1.A	On-going Services During Construction		\$28.36	82	\$2,325	\$5,619	\$12	\$300	\$2,424	\$472	\$12,371
	SUBTOTAL CONSTRUCTION PHASE		\$28.36	82	\$2,325	\$5,619	\$12	\$300	\$2,424	\$472	\$12,371
	TOTAL BASE CONTRACT		\$33.07	1154	\$38,165	\$6,189	\$145	\$2,300	\$106,127	\$10,582	\$225,507
	IF AUTHORIZED TASKS										
2.7	Stage 1 Design										
2.7.A	Design Exception Request		\$30.34	12	\$364	\$650	\$1		\$374	\$101	\$991
2.7.C	Utilities										
2.7.C.C	Subsurface Utility Engineering (SUE), Level A		\$40.70	8	\$326	\$582	\$1		\$595	\$90	\$5974
2.7.E	Retaining Wall Plans - 4 Walls										
2.7.E.A	Wall Locations		\$26.34	10	\$263	\$471	\$1		\$556	\$73	\$1,364
2.7.E.B	Wall Elevations		\$27.81	14	\$389	\$696	\$1		\$556	\$106	\$1,151
2.7.E.C	Wall Type		\$22.34	5	\$112	\$205	\$1		\$556	\$37	\$960
2.7.E.D	Footing depth and foundation type		\$29.82	3	\$89	\$160	\$0		\$556	\$25	\$730
3.1	Environmental Field Studies and Refined Impacts										
3.1.Q	Phase II Environmental Site Assessment		\$7.69	174	\$1,327	\$2,590	\$20			\$1,900	\$16,481
3.3.F	Lighting Plan - Cherry Street Corridor										
3.3.F.A	Lighting Analysis, Voltage Drop Calculations		\$39.98	19	\$758	\$996	\$2			\$100	\$1,710
3.3.F.B	Power/Circuit Layout and Details		\$25.07	70	\$1,755	\$1,506	\$3			\$734	\$2,581
3.3.F.C	Lighting Plan and Details		\$17.98	28	\$503	\$1,400	\$3			\$211	\$2,103
3.4.G	Landscape Plan at 255 Cherry St										
3.3.G.A	Landscape Plan and Details		\$27.42	51	\$1,401	\$2,504	\$5			\$280	\$4,299
3.3.G.B	General Notes		\$24.77	4	\$99	\$177	\$0			\$27	\$301
3.9	Project Management for Environmental Engineering Phase										
3.9.A	Meetings - Public		\$38.91	11	\$428	\$765	\$2	\$30	\$325	\$119	\$1,669
3.9.B	Meetings - Private Property Owners		\$41.98	5	\$210	\$115	\$1	\$50	\$375	\$59	\$999
4.2	Stage 3 Detailed Design Plans										
4.2.A	Quantities and Notes										
4.2.A.J	Retaining Wall Subsummary		\$47.27	1	\$47	\$84	\$0		\$157	\$17	\$302

DETAILED BREAKDOWN OF PROPOSED TOTAL HOURS, PERSONNEL CATEGORIES, AND LABOR RATES

County Route and Section: STA-9? Cherry Street
 Agreement No.:
 PID: 90972
 PDP Path Used: Path 3
 CONSULTANT: Environmental Design Group

Proposal Date: 11/19, 2014
 Revised Date:

PROJECT DESCRIPTION:
 Reconstruction of the Intersection of Cherry Street and Locust Street in the City of Canal Fulton - Final Design

HOURLY RATES

Proj Exec/Proj Mgr	\$59.53
Sr Engineer	\$47.22
Proj Engineer or Survey R/W or Env. Specialist	\$28.42
PI Specialist or	\$25.90
	\$21.12
Clerical	\$21.00

Average Overhead Rate = 152.06% (Net Fee Calc.)
 Overhead Percentage = 178.07%
 Net Fee Percentage = 11.00%
 Cost of Money = 0.38%

Task #	Task Description	No.	Hourly Rate	Total Hours	Labor Costs	Overhead Costs	Cost of Money	Direct Costs	Subcon Costs	Net Fee	Total Cost
4.2.A.K.	Lighting Subsummary		\$75.50	8	\$602	\$763	\$1			\$56	\$621
4.2.A.L.	Landscape Subsummary		\$26.49	6	\$160	\$286	\$1			\$44	\$491
ADDITIONAL IF AUTHORIZED ITEMS NOT IN TASK LIST											
	Gateway Sign		\$26.01	65	\$1,691	\$3,021	\$6			\$160	\$5,187
	Retaining Wall Aesthetic Treatments/Motif Design		\$29.02	14	\$406	\$726	\$2			\$113	\$1,246
	Commemorative Kiosk		\$47.22	4	\$189	\$335	\$1			\$32	\$579
	Application of Aesthetic Treatments including Decorative Sidewalks within Project Corridor		\$29.10	33	\$927	\$1,657	\$4			\$257	\$2,245
	Reuse of Sandstone Foundation		\$31.30	5	\$150	\$247	\$1			\$29	\$338
	Improved Pedestrian Facilities within Project Corridor and Historic District		\$27.01	49	\$1,324	\$2,365	\$5			\$362	\$4,051
	Subtotal of If-Authorized Tasks		\$28.77	580	\$16,455	\$29,400	\$63	\$60	\$13,720	\$4,562	\$44,260
GRAND TOTAL											
			\$31.50	1,734	\$54,619	\$97,589	\$204	\$2,360	\$119,947	\$15,144	\$210,767

RECORD OF ORDINANCES

Design, Legal, Title, etc.

Form No. 30043

Ordinance No. 26-14

Passed _____, 20____

AN ORDINANCE BY THE COUNCIL OF THE CITY OF CANAL FULTON, OHIO ACCEPTING THE PUBLIC IMPROVEMENTS FOR ELM RIDGE INDUSTRIAL PARK PHASE 9.

WHEREAS, the Public Improvements for Elm Ridge Industrial Park Phase 9 have been found by the City Engineer to be constructed in accordance with the drawings, specifications and design standards in effect, and to be in good repair, and

WHEREAS, the City Engineer has reported that the Public Improvements for Elm Ridge Industrial Park Phase 9 have satisfactorily completed the two year maintenance period.

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

Section 1: The Public Improvements accepted heretofore for dedication and public use for Elm Ridge Industrial Park Phase 9 are hereby accepted for ownership and maintenance, and

Section 2: The performance bond and maintenance bond are released.

Richard Harbaugh, 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 _____ 14, duly adopted by the Council of the City of Canal Fulton, on the date of _____, 2014, 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 _____, 2014.

Teresa Dolan, Clerk-of-Council

SEF/bp

RECORD OF ORDINANCES

Dawson Legal Blank, Inc.

Form No. 30043

Ordinance No. 27-14

Passed _____

20____

**AN ORDINANCE AMENDING THE
CODIFIED ORDINANCES OF THE
BUILDING CODE OF THE CITY OF
CANAL FULTON, OHIO TO AMEND
CHAPTER 1331 DEMOLITION OF
STRUCTURES AND REPEALING ANY
ORDINANCES IN CONFLICT
THEREWITH.**

WHEREAS, the Council of the City of Canal Fulton, Ohio has recommended that Chapter 1331 of the Codified Ordinances of the Building Code of Canal Fulton, Ohio regarding Demolition of Structures be amended.

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

Chapter 1331 Demolition of Structures is amended to read:

See attached Exhibit "A" which is incorporated by reference herein.

Richard Harbaugh, 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 ____14, duly adopted by the Council of the City of Canal Fulton, on the date of _____. 2014, 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 _____, 2014.

Teresa Dolan, Clerk-of-Council

SEF/bp

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 **RG010103**
 P.O. DATE **11/26/14**
 DEPARTMENT **WATER**
 CREATED BY
 VENDOR NO. **00092**

DELIVER TO:

CANAL FULTON UTILITIES
155 EAST MARKET ST
CANAL FULTON, OH 44614

VENDOR:

OHIO DRILLING CO INC
PO BOX 847
MASSILLON, OH 44648-0847

ACCOUNT NUMBER	AMOUNT
341.310.5730	\$25,000.00

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
		CLEANING #7 WELL AND REPAIRING #7 WELL PUMP		\$25,000.00
		THIS PURCHASE ORDER IN EXCESS OF \$3,000 WAS APPROVED BY A MOTION OF CANAL FULTON CITY COUNCIL ON _____ / _____ / _____.		
			TOTAL:	\$25,000.00

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 am hereby certified 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

PURCHASE ORDER

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

P.O. NUMBER: RG010104
 P.O. DATE: 11/26/14
 DEPARTMENT: SEWER
 CREATED BY:
 VENDOR NO.: 02846

DELIVER TO:

CANAL FULTON UTILITIES
 155 EAST MARKET ST
 CANAL FULTON, OH 44614

VENDOR:

GREAT LAKESD WATER-WASTE SYSTE
 P.O. BOX 1356
 SALEM, OH 44480

ACCOUNT NUMBER	AMOUNT
551.330.5447	\$6,747.00

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 # 34-6000398

QUANTITY	UNIT	DESCRIPTION	PRICE / UNIT	AMOUNT
		REBUILD PARTS FOR LIFT STATION		\$6,747.00
		THIS PURCHASE ORDER IN EXCESS OF \$3,000 WAS APPROVED BY A MOTION OF CANAL FULTON CITY COUNCIL ON _____ / _____ / _____.		
TOTAL:				\$6,747.00

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 certified that the amount required to meet the contract, agreement, obligation, interest 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