

Department of Public Service
Jay D. Bennett, Community Development Director



ORDINANCE NO. 100
INTRODUCED BY COUNCIL

AN ORDINANCE DECLARING THE IMPROVEMENT TO CERTAIN REAL PROPERTY TO BE A PUBLIC PURPOSE; DECLARING SUCH IMPROVEMENT TO BE EXEMPT FROM REAL PROPERTY TAXATION; REQUIRING THE OWNERS THEREOF TO MAKE SERVICE PAYMENTS IN LIEU OF TAXES; DESIGNATING THE PUBLIC INFRASTRUCTURE IMPROVEMENTS TO BE MADE THAT WILL DIRECTLY BENEFIT THE REAL PROPERTY; AND ESTABLISHING A PUBLIC IMPROVEMENT TAX INCREMENT EQUIVALENT FUND FOR THE DEPOSIT OF SERVICE PAYMENTS.

WHEREAS, Sections 5709.40 through 5709.43 of the Ohio Revised Code authorize municipalities to identify parcels to be improved and to declare to be a public purpose any infrastructure improvements made that are necessary for the development of such parcels, exempting any improvements to such parcels from real property taxation for established time periods and percentages, with such mechanism commonly referred to as tax increment financing (“TIF”) and;

WHEREAS, the City of Zanesville, Ohio (the “City”) desires to use the authority granted pursuant to such sections of the Ohio Revised Code to establish a TIF program in an area located within the territorial boundaries of the City and consisting of several separate parcels of real property (as depicted and described in Exhibit A attached hereto and incorporated herein by this reference, the “TIF Site”); and

WHEREAS, the development of commercial properties in the City will benefit the City and its residents by creating economic opportunities, enlarging the property tax base, stimulating collateral development in the City, and providing revenue for the City to undertake public infrastructure improvements; and

WHEREAS, by providing public infrastructure improvements, as that term is defined in Ohio Revised Code Sections 5709.40(A)(7) (as more fully described on Exhibit B attached hereto and incorporated herein by this reference, the “Public Infrastructure Improvements”), the City may facilitate the development of commercial properties for the benefit of the TIF Site, including, without limitation, by facilitating the financing, acquisition, and construction of the Public Infrastructure Improvements; and

WHEREAS, the aforementioned sections of the Ohio Revised Code provide for the use of municipal tax increment financing to pay the costs of Public Infrastructure Improvements, which costs may include, without limitation: (i) the payment for or reimbursement of costs of the Public Infrastructure Improvements incurred by the City, or any other public or private party in cooperation with the City, and (ii) payment of debt service on, and administrative and any other expenses relating to the issuance of, any bonds, notes, or other obligations issued to finance the Public Infrastructure Improvements (the “Debt Service”); and

WHEREAS, the aforementioned Ohio Revised Code sections provide that this City Council (“City Council”) may, among other things, (a) declare the improvement to real property located in the City to be a public purpose, thereby exempting such improvement from real property taxation for a period of time, (b) specify public infrastructure improvements to be made to benefit those parcels, (c) require the owner or owners of those parcels to make service payments in lieu of taxes, and (d) establish a public improvement tax increment equivalent fund into which such service payments shall be deposited; and

WHEREAS, the City desires to grant a one hundred percent (100%) exemption from real property taxation for a period of thirty (30) years (the “TIF Exemption”) for each improvement to the TIF Site (as defined herein, the “Improvement”); and

WHEREAS, the City has determined that it is necessary and appropriate and in the best interests of the City to require the owners of the parcels included in the TIF Site and their successors and assigns (collectively, with their successors and assigns, as owners of the TIF Site, the “Owners”) to make service payments in lieu of taxes (the “Service Payments”) with respect to the Improvement pursuant to Ohio Revised Code Section 5709.42; and

WHEREAS, the City has delivered notice of the proposed TIF Exemption to the Zanesville City School District and the Mid-East Career and Technology Centers, in accordance with Ohio Revised Code Section 5709.83.

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

SECTION 1. Authorization of TIF Exemption. Pursuant to and in accordance with the provisions of Ohio Revised Code Section 5709.40 through 5709.43, the City hereby finds and determines that one hundred percent (100%) of the increase in assessed value of each parcel comprising the TIF Site (the “Exempted Property”) subsequent to the effective date of this Ordinance (which increase in assessed value is hereinafter referred to as the “Improvement,” as defined in Ohio Revised Code Section 5709.73(A)(2)) is declared to be a public purpose, and shall be exempt from real property taxation (the “TIF Exemption”) for a period commencing with the tax year in which the Exempted Property first appears on the tax list and duplicate of real and public utility property and that begins after the effective date of this Ordinance (the “Commencement Date”) and ending on the thirtieth (30th) anniversary of such Commencement Date or the date the Public Infrastructure Improvements are paid in full, whichever occurs first (the “Exemption Period”). After the TIF Exemption becomes effective, such TIF Exemption shall apply with respect to any parcel when the Improvement to such parcel is made and an exemption therefor is claimed in the manner provided for hereinabove.

SECTION 2. Payment of Service Payments. As provided in Ohio Revised Code Section 5709.42, but only after the TIF Exemption is effective, the Owner of a parcel comprising Exempted Property shall be required to, and shall make, service payments in lieu of taxes with respect to the Improvement allocable thereto to the County Treasurer on or before the final due dates for payment of real property taxes. Each service payment in lieu of taxes shall be charged and collected in the same manner and in the same amount as the real property taxes that would have been charged and

payable against such parcel as if it were not exempt from taxation pursuant to Section 1 hereof. If any reduction in the levies otherwise applicable to such parcel is made by the County budget commission under Ohio Revised Code Section 5705.31, the amount of the service payment in lieu of taxes shall be calculated as if the reduction in levies had not been made. Any late payments of service payments in lieu of taxes shall be subject to penalty and bear interest at the then current rate established under Ohio Revised Code Sections 323.121(B)(1) and 5703.47, as the same may be amended from time to time, or any successor provisions thereto (the "Penalties and Interest"). Each Owner shall make any other payments in respect of such parcel which are received by the County Treasurer in connection with any reduction required by Ohio Revised Code Section 319.302, as the same may be amended from time to time, or any successor provisions thereto (the "Property Tax Rollback Payments," together with the service payments in lieu of taxes and the "Penalties and Interest," are collectively referred to herein as the "Service Payments"). The Service Payments shall be allocated and distributed in accordance with Section 3 hereof.

If determined to be necessary and appropriate, the Mayor and City Auditor, or either of them individually, may execute on behalf of the City one or more Service Payment Agreements between the City and Owners providing for the payment and collection of the Service Payments, which agreement shall be in such form as is acceptable to such officials, approved by the Director of Law, and not substantially inconsistent with the terms of this Ordinance.

SECTION 3. Creation of TIF Fund; Application of Service Payments. The City hereby establishes, pursuant to and in accordance with the provisions of Ohio Revised Code Section 5709.43, within the City Treasury a municipal public improvement tax increment equivalent fund (the "Tax Increment Fund"), which may, at the option of the City Auditor, be established as an account within an existing tax increment equivalent fund of the City, into which shall be deposited the Service Payments distributed to the City by the County Treasurer. Such Fund may be combined with other funds created by ordinances of this Council authorizing other such projects. Money in the Tax Increment Fund shall be used to finance the Public Infrastructure Improvements, and shall, to the extent provided in further ordinances of this Council, be pledged to the payment of debt service on any bonds, notes or other obligations issued to finance such Public Infrastructure Improvements as well as any reimbursement payments for reimbursement of any costs of the Public Infrastructure Improvements. The Tax Increment Fund shall be maintained in the custody of the City and shall receive all distributions of Service Payments required to be made to the City. Those Service Payments received by the City with respect to the Exempted Property, shall be used solely for the purposes authorized in Ohio Revised Code Sections 5709.40 through 5709.43, including, but not limited to, paying any costs of the Public Infrastructure Improvements, in a manner that is consistent with this Ordinance. For purposes of this Ordinance, "costs" of the Public Infrastructure Improvements payable from the Tax Increment Fund shall also include the items of "costs of permanent improvements" set forth in Ohio Revised Code Section 133.15(B), and incurred with respect to the Public Infrastructure Improvements, which "costs" specifically include any reimbursement payments for the reimbursement of the costs of the Public Infrastructure Improvements, and Debt Service on, and any Administrative or other expenses relating to the issuance of, any bonds, notes, or other obligations issued to finance the Public Infrastructure Improvements. The Tax Increment Fund shall remain in existence so long as such Service Payments are collected and used for the aforesaid purposes, after which time the Tax Increment Fund shall

be dissolved and any surplus funds remaining therein shall be transferred to the City's General Fund, all in accordance with Ohio Revised Code Section 5709.43.

SECTION 4. Public Infrastructure Improvements. The City hereby designates the Public Infrastructure Improvements described in Exhibit B attached hereto as "public infrastructure improvements" (as such term is defined in Ohio Revised Code Sections 5709.40(A)(7)) made, to be made, or in the process of being made, and that, once made, will directly benefit the TIF Site.

SECTION 5. Compensation to School Districts. Pursuant to Ohio Revised Code Sections 5709.40, 5709.42, 5709.43 and 5709.82, the City shall cause the County Treasurer to distribute a portion of the Service Payments to the Zanesville City School District and the Mid-East Career and Technology Centers in an amount equal to 100% of the real property taxes that each district would have received, but for the TIF Exemption.

SECTION 6. Application for Real Property Tax Exemption and Remission. The City further hereby authorizes and directs the President of the City Council, the Mayor, the City Auditor, or other appropriate officers of the City, to sign and execute all documents and make such arrangements as are necessary and proper for collection of said Service Payments from the Owners of real property located in the TIF Site, which are to be deposited into the Tax Increment Fund.

SECTION 7. Further Authorizations. The City further hereby authorizes and directs the President of the City Council, the Mayor, the City Auditor, or other appropriate officers of the City, to prepare and sign all agreements, and any amendments thereto such that the character of those changes is not substantially adverse to the City, which shall be established conclusively by their signatures thereon, and to prepare and sign all instruments and to take all other actions as may be necessary and appropriate to implement this Ordinance.

SECTION 8. Non-Discriminatory Hiring Policy. In accordance with Ohio Revised Code Section 5709.832, the City hereby determines that no employer located in the TIF Site shall deny any individual employment based on considerations of race, religion, sex, disability, color, national origin or ancestry.

SECTION 9. Notices. The City hereby finds and determines that notice of this proposed Ordinance has been delivered to all affected school districts, including the Zanesville City School District and the Mid-East Career and Technology Centers, in accordance with Ohio Revised Code Sections 5709.40, 5709.83 and 5715.27, and hereby ratifies the giving of that notice.

Pursuant to Ohio Revised Code Section 5709.40(I), the City Auditor is hereby directed to deliver a copy of this Ordinance to the Director of the Development Services Agency of the State of Ohio within fifteen (15) days after its adoption. On or before March 31 of each year that the exemption set forth in Section 1 hereof remains in effect, the City Auditor or other authorized officer of this City shall prepare and submit to the Director of the Development Services Agency of the State of Ohio the status report required under Ohio Revised Code Section 5709.40(I).

SECTION 10. Tax Incentive Review Council. The City acknowledges that it has created the City Tax Incentive Review Council (the "TIRC") with the membership of the TIRC constituted in

accordance with Ohio Revised Code Section 5709.85. The TIRC shall, in accordance with Ohio Revised Code Section 5709.85, review annually all exemptions from taxation resulting from the declarations set forth in this Ordinance and any other such matters as may properly come before the TIRC, all in accordance with Ohio Revised Code Section 5709.85.

SECTION 11. Open Meetings. The City finds and determines that all formal actions of this City Council and any of its committees concerning and relating to the adoption of this Ordinance were taken in an open meeting of this City Council, and that all deliberations of this City Council and any of its committees that resulted in those formal actions were in meetings open to the public, all in compliance with the law, including Ohio Revised Code Section 121.22.

SECTION 12. Effective Date. This Ordinance shall take effect and be in force from and after the earliest period allowed by law.

PASSED: _____, 2015

ATTEST:

SUSAN CULBERTSON,
Clerk of Council

DANIEL M. VINCENT,
President of Council

APPROVED: _____, 2015 **THIS LEGISLATION APPROVED AS TO FORM**

JEFF TILTON,
Mayor



LAW DIRECTOR'S OFFICE

Ordinance 15-100

EXHIBIT A

Description of TIF Site

<u>Address</u>	<u>Parcel I.D.</u>	<u>Owner</u>
Unavailable at this time	86-33-01-02-003	310 Charter LLC

EXHIBIT B

Public Infrastructure Improvements

The Public Infrastructure Improvements may include, but are not limited to the following:

1. Constructing, reconstructing, extending, opening, improving, widening, grading, draining, curbing and changing of the lines and traffic patterns of roads, highways, streets, railways, bridges (including roadway, railway, and pedestrian), existing roadways adjacent to and providing ingress and egress to the Project Site, sidewalks, bikeways, medians and viaducts, constructing and improving surface parking lots or parking structures and related improvements, providing lighting systems, together with all appurtenances therefore;
2. Constructing and reconstructing public parks or public greenspaces, including grading, trees, park plantings, park accessories and related improvements, together with all appurtenances thereto;
3. Constructing, reconstructing and installing of public utility improvements, water distribution lines (including necessary site grading therefore), storm and sanitary sewers (including necessary site grading therefore), water and fire protection systems, and all appurtenances thereto;
4. Constructing and installing streetscape improvements including trees, tree grates, curbs, sidewalks, street and sidewalk lighting, trash receptacles, benches, newspaper racks, burial of overhead utility lines and related improvements, together with all appurtenances thereto; design and traffic studies preliminary to the foregoing;
5. Designing, engineering, constructing, and improving the new infrastructure for electric, gas, telephone, and cable service, including aid to construction fees for gas, aid to construction fees for electric, with related site improvements and appurtenances thereto;
6. Acquiring real estate or interests in real estate, including related right-of ways, necessary to accomplish the improvements enumerated in clauses 1 through 5;
7. Professional fees, including architectural, engineering, contract administration, and legal costs;
8. All inspection fees and other governmental fees related to the foregoing; and
9. Any other costs for the aforesaid Public Infrastructure Improvements as permitted by law.

Ordinance 15-100

RECEIPT OF DIRECTOR OF THE OHIO DEVELOPMENT SERVICES AGENCY
FOR LEGISLATION DECLARING CERTAIN IMPROVEMENTS TO REAL
PROPERTY TO BE EXEMPT FROM REAL PROPERTY TAXATION PURSUANT
TO SECTION 5709.40 OF THE OHIO REVISED CODE

I, David Goodman, the Director of the Ohio Development Services Agency hereby certify that a certified copy of an ordinance duly adopted by the City Council of the City of Zanesville, Ohio on _____, 2015, declaring the improvement of certain real property located in the City of Zanesville to be a public purpose and declaring a portion of such property to be exempt from real property taxation pursuant to Section 5709.40 of the Ohio Revised Code was filed in this office on _____.

WITNESS my hand and official seal at Columbus, Ohio this ____ day of _____.

Director, Ohio Development Services Agency

Department of Public Safety
Fred Buck, Director



ORDINANCE NO. 15-101
INTRODUCED BY COUNCIL

**AN ORDINANCE AUTHORIZING THE ASSESSMENT OF LIENS AGAINST CERTAIN
PROPERTIES FOR DEMOLITION AND CLEARANCE ACTIVITIES, AND DECLARING
AN EMERGENCY.**

WHEREAS, the City of Zanesville, Ohio is authorized by section 110.3 of the 2009 ICC Property maintenance Code and section 715.261 of the Ohio Revised Code to charge for demolition and clearance services and to certify the same to the County Auditor to facilitate the assessment of a lien against the property; and

WHEREAS, there are certain property owners from which the City has been unable to collect charges due and of which the owners have been notified; and

WHEREAS, the City desires to exercise its authority in regards to recovery of these costs now and in the future; and

WHEREAS, the Muskingum County Auditor's Office has established a Monday, September 14, 2015 date (ORC 727.30) to file property assessments, therefore an emergency situation exists.

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

SECTION ONE: All associated demolition and clearance expenses in accordance with the Ordinances or Regulations of the City of Zanesville shall constitute a lien upon the corresponding lot, parcel, building or premises where these activities occurred within of the City of Zanesville. Such expenses shall be certified to the Muskingum County Auditor by the Public Safety Director or the Clerk of Council. Upon certification, the lien shall vest, and the Auditor shall place the same on the tax duplicate of the County with the interest and penalties allowed by law and to be collected in the same manner as other taxes.

SECTION TWO: City Council hereby authorizes the Public Safety Director or City Clerk to file demolition and clearance assessments for the period ending December 31, 2014 with the Muskingum County Auditor against subject parcels indicated in Attachment A in the total amount of \$275,935.05

SECTION THREE: The Public Safety Director is authorized to remove a lien upon payment in full of a delinquent account.

SECTION THREE: Assessment and certifications regarding demolition and clearance activities may be made at any time.

SECTION FOUR: This Ordinance shall take effect and be in force from and after the earliest period allowed by law.

PASSED: _____, 2015

ATTEST: _____
SUSAN CULBERTSON,
Clerk of Council

DANIEL M. VINCENT
President of Council

APPROVED: _____, 2015

JEFF TILTON,
Mayor

THIS LEGISLATION APPROVED AS TO FORM


LAW DIRECTOR'S OFFICE

Demolition Assessments 2015

Address	Owner	Parcel #	Demolition Expense
823 AYERS ST	LAWRENCE & JUANITA STARCHER	80-83-18-01-32-000	\$13,875.00
848 DRYDEN RD	JEFFREY A PAYNTER	80-82-36-06-10-000	\$5,200.00
1504 EASTVIEW AV	JANE E WOODSIDE	08-81-44-04-13-000	\$4,900.00
867 GODDARD AV	FRANK D DORRING	80-81-16-01-15-000	\$4,900.00
235 HARRISON ST	JAMES KRONENBITTER	80-81-16-01-15-000	\$10,275.00
2101 LINDEN AV	JON PENNINGTON	80-85-25-01-19-000	\$11,130.00
527 MATTHEWS ST	LOIS M NORRIS	80-83-09-03-22-000	\$6,600.00
321 MEAD ST	JEFFREY L ROBERT	80-83-17-05-37-000	\$8,800.00
351 MEAD ST	MIKE D & CINDY S LYONS	80-83-17-05-30-000	\$6,800.00
602 MOXAHALA AV	JP MORGAN CHASE BANK	80-81-07-01-07-000	\$17,143.00
1032 MOXAHALA AV	CHARLES K HARLAN ESTATE	80-81-07-02-23-000	\$10,280.00
1002 OHIO ST	JASON A & CARRIE S REED	80-82-34-04-01-000	\$8,151.23
1133 PUITNAM AV	BOBBIE G & AGNES L CAIRO	80-81-08-03-16-000	\$10,870.00
1311 PUTNAM AV	CHRISTOPHER M PETIT	80-81-09-03-22-000	\$13,529.50
1165 RIDGE AV	VICKIE J GEBHART & TERRY HARRIS	80-83-27-05-29-000	\$12,625.00
720 SHINNICK ST	DELORIS J MARTIN	80-84-25-04-17-000	\$8,900.00
326 WASHINGTON ST	BETH-HARRIS GAINES	80-81-19-03-03-000	\$6,975.00
17 SIXTH ST	BARBARA KASEMAN	80-81-65-01-33-000	\$114,981.32
		Total	\$275,935.05

**AN ORDINANCE ENACTED BY THE CITY OF ZANESVILLE
OF MUSKINGUM COUNTY, OHIO FOR RESURFACING
AND RELATED WORK ON US 40 AND STATE ROUTES
60/60D/60G/146.**

PRELIMINARY LEGISLATION

Ordinance/Resolution #	<u>15- 91 A</u>
PID No.	<u>92974</u>
County/Route/Section	<u>Mus-US 40 & SR 60/60D/60G/146</u>

The following is Ordinance 15- 91 A enacted by the City of Zanesville of
(an Ordinance/Resolution) (Local Public Agency)
Muskingum County, Ohio, hereinafter referred to as the Local Public Agency (LPA), in the
matter of the stated described project.

SECTION I – Project Description

WHEREAS, the LPA/STATE has identified the need for the described project:

*Resurfacing and related work on US 40 and State Routes 60/60D/60G/146 within the
City of Zanesville.*

NOW THEREFORE, be it ordained by the City of Zanesville of Muskingum County, Ohio.
(LPA)

SECTION II – Consent Statement

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

SECTION III – Cooperation Statement

The LPA agrees to pay One Hundred Percent (100%) of the cost of those features requested by the LPA
which are determined by the State and Federal Highway Administration to be unnecessary for the project.

SECTION IV – Utilities and Right-of-Way Statement

The LPA agrees that all right-of-way required for the described project will be acquired and/or made available in accordance with current State and Federal regulations. The LPA also understands that right-of-way costs include eligible utility costs.

The LPA agrees that all utility accommodation, relocation and reimbursement will comply with the current provisions of 23 CFR 645 and the ODOT Utilities Manual.

SECTION V – Maintenance

Upon completion of the project, and unless otherwise agreed, the LPA shall: (1) provide adequate maintenance for the project in accordance with all applicable state and federal law, including, but not limited to, Title 23, U.S.C., Section 116; (2) provide ample financial provisions, as necessary, for the maintenance of the project; (3) maintain the right-of-way, keeping it free of obstructions; and (4) hold said right-of-way inviolate for public highway purposes.

SECTION VI – Authority to Sign

The, Mayor Jeff Tilton of said City of Zanesville is hereby empowered on behalf of the City of Zanesville to enter into contracts with the Director of Transportation necessary to complete the above-described project.

Passed: _____, 2015.
(Date)

Attested: _____ (Clerk) _____ (Officer of LPA - title)

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

Approved:

This legislation approved as to form:

Jeff Tilton
Mayor



Law Director's Office

CERTIFICATE OF COPY
STATE OF OHIO

City of Zanesville of Muskingum County, Ohio
(LPA)

I, Susan Culbertson, as Clerk of the Zanesville City Council of
(LPA)
Zanesville, Ohio, do hereby certify that the foregoing is a true and correct copy of

Ordinance No. 15- 91 A adopted by the legislative Authority of the said
(Ordinance/Resolution)

City of Zanesville on the _____ day of _____, 2015, that the
(LPA)

publication of such Ordinance 15- 91 A has been made and certified of record according
(Ordinance/Resolution)

to law; that no proceedings looking to a referendum upon such Ordinance 15- 91 A have been taken;
(Ordinance/Resolution)

and that such Ordinance 15- 91 A and certificate of publication thereof are of record in
(Ordinance/Resolution)

Volume 22, Page _____ .
(Ordinance/Resolution Record No.)

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal, if applicable, this _____ day of _____, 2015.

Clerk

(CITY SEAL) City of Zanesville of Muskingum County, Ohio.
(LPA)

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

Attested: _____ Date _____
(Contractual Officer)

For the State of Ohio

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

Mayor

ORDINANCE NO. 15- 95

AN ORDINANCE AUTHORIZING THE APPROPRIATE CITY OFFICIAL TO WAIVE THE ORDINARY RENTAL FEES CHARGED FOR SECREST AUDITORIUM FOR THE NOVEMBER 6, 2015 PROGRAM HONORING VETERANS

WHEREAS, the City of Zanesville owns and operates Secrest Auditorium and rents the facility to other entities for productions and/or programs; and

WHEREAS, the City has been approached by a group of local businesses who are sponsoring a program honoring Veterans that will be presented to and attended by local school children on November 6, 2015; and

WHEREAS, as part of its support for the program the City desires to waive the rental fees for Secrest Auditorium for the aforesaid program as the City believes that said program will benefit the school children in attendance which will in turn improve the quality of life for the residents of this City.

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

Section 1. The Appropriate City Official is hereby authorized to waive the rental fees for Secrest Auditorium for the program honoring veterans on November 6, 2015.

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

PASSED: _____, 2015

ATTEST: _____
SUSAN CULBERTSON
CLERK OF COUNCIL

DANIEL M. VINCENT
PRESIDENT OF COUNCIL

APPROVED: _____, 2015

JEFF TILTON
MAYOR

This legislation approved as to form:



Law Director's Office

Budget & Finance Director
Rhonda Heskett

**ORDINANCE NO. 15-87
INTRODUCED BY COUNCIL**

AMENDING ORDINANCE NO. 00-16, WHICH ADOPTED A CLASSIFICATION PLAN FOR CITY EMPLOYEES; AMENDING ORDINANCE NO. 13-15 (AMENDED), WHICH AUTHORIZED A MAXIMUM SCHEDULE OF POSITIONS; AND AMENDING ORDINANCE NO. 13-16 (AMENDED), WHICH ESTABLISHED PAY, BENEFITS AND EMPLOYMENT POLICIES FOR UNAFFILIATED EMPLOYEES

WHEREAS, City Council has previously passed Ordinance No. 00-16, which adopted a Classification Plan for city employees; Ordinance No. 13-15 (Amended), which authorized a maximum schedule of positions; and Ordinance No. 13-16 (Amended), which established pay, benefits and employment policies for unaffiliated employees; and

WHEREAS, the Budget & Finance Director requested an amendment to the Classification Plan by creating the position of Human Resource Manager, and the Civil Service Commission July 22, 2015 approved and recommended said position; and

WHEREAS, the Utility Billing Department currently has two (2) full-time Utility Billing Clerk I positions and two (2) part-time Utility Billing Clerk I positions and there is a need to move one (1) part-time position to a full-time position; and

WHEREAS, it is necessary to amend the maximum strength ordinance, and the unaffiliated pay and benefits ordinance for the newly created position as well as the Utility Billing Clerk I change.

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

SECTION ONE: Ordinance No. 00-16 is hereby amended by adding the position description for the classification title of Human Resource Manager to the classification plan; description attached hereto as Exhibit A.

SECTION TWO: The specified section of Section One of Ordinance No. 13-15 (Amended), shall be amended to read:

<u>SECTION</u>	<u>CLASSIFICATION:</u>	<u>NUMBER AUTHORIZED</u>
101-7861	PERSONNEL: Human Resource Manager	1
603-5470,-5471,5472	WATER: Utilities Billing Clerk I (full-time) Utilities Billing Clerk I (Part-time)	3 1

SECTION THREE: Section Six (A) of Ordinance No. 13-16 (Amended) is hereby amended by adding classification title as described below:

<u>CLASSIFICATION TITLE</u>	<u>PAY RANGE</u>
Human Resource Manager	12

SECTION FOUR: This ordinance shall take effect and be in force from and after the earliest period allowed by law.

PASSED: _____, 2015

Susan Culbertson
Clerk of Council

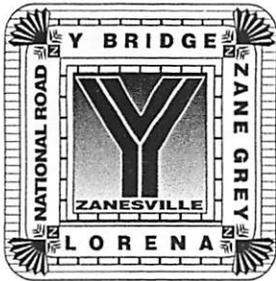
Daniel M. Vincent
President of Council

APPROVED: _____, 2015

This legislation approved as to form:

Jeff Tilton, Mayor

Law Director's Office



Ordinance 15-87
THE CITY OF
Zanesville

401 Market Street • Zanesville, Ohio 43701
Phone (740) 455-0601, ext. 148 • Fax (740) 455-0675
E-mail: civser@coz.org

Civil Service Commission

Council-Mayor Government

TO: Rhonda Heskett
Budget & Finance Director

FROM: Civil Service Commission

DATE: July 22, 2015

SUBJECT: HR Manager

Attached is the new job description which was developed for the proposed position of HR Manager for the City of Zanesville.

Job Description: The newly developed description is structured to reflect the duties and responsibilities of an HR Manager for the City of Zanesville.

Point Factor Analysis: A point factor analysis for the proposed position was conducted to determine the appropriate compensation level in consideration of the City's pay structure.

Following an evaluation of the factors and requirements as stated in the City's Position Point Factor Manual, the new position of HR Manager was point factored at 430 points which translates to **pay range 12**. **After discussion with the Commission, determination was made to place the position at Pay Range 12 with option to bring a qualified candidate in at one step below mid-range .**

The Commission studied the above mentioned material and motion was made by quorum to approve the same on July 22, 2015. Please proceed with obtaining Council's approval placing the position on the Maximum Strength Ordinance and approving the pay scale. Please provide the Civil Service Office with a copy of the Ordinance going to Council.

Please feel free to contact the Civil Service Office if you are in need of additional information on this matter.

Keith A. Wyatt, Chairman
Civil Service Commission

POSITION DESCRIPTION

City of Zanesville

CLASSIFICATION TITLE:	Human Resource Manager
------------------------------	------------------------

FLSA STATUS/TYPE	Non-exempt	EMPLOYMENT STATUS	Full-time
CIVIL SERVICE STATUS	Classified	REPORTS TO	Budget & Finance Director
BARGAINING UNIT	None	PAY GRADE	12
DEPARTMENT	Budget & Finance	CLASS SERIES NUMBER	

POSITION QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each primary duty and responsibility satisfactorily. The qualifications listed below are representative of the minimum knowledge, skill, and/or abilities required.

1. A Bachelor's degree with major study in personnel administration, public administration, or a closely related field.
2. Three (3) to Five (5) years of increasingly responsible Human Resources Management experience across all HR disciplines, including public sector experience.
3. Thorough knowledge of principles and practices of human resources administration; applicable federal, state and local laws, Worker's Compensation procedures; unemployment compensation; PERRP requirements; PERS & OP&F Retirement System; employee insurance benefits, and Ohio collective bargaining rules and processes.
4. Demonstrated ability to develop principles and practices of leadership, team building, and conflict resolution.
5. Proven ability to work effectively with department supervisors in resolving organizational issues and with employees in dealing with job-related problems.
6. Experience with Civil Service Rules, Collective Bargaining Agreements, and implementing personnel policies and procedures not in conflict with Civil Service Rules or Chapter 124 of the Ohio Revised Code.
7. Ability to analyze problems and identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals.
8. Excellent teamwork, organizational, and problem solving skills.
9. Strong effective communicator in writing, business presentations and interpersonal communications.

LICENSURE OR CERTIFICATION REQUIREMENTS

PHR and/or SPHR certification will be considered but is not required

DISTINGUISHING JOB CHARACTERISTICS

Under general direction from the Budget & Finance Director and with the cooperation of other Directors, plans, organizes, and directs all Human Resources functions including labor relations, risk management and organizational development activities and programs; communicates and coordinates with the Civil Service Employment Coordinator to ensure that all Civil Service rules and practices are followed.

This position is responsible for directing all Human Resources functions not inconsistent with the Civil Service Commissions rules and regulations as set forth in the Ohio Revised Code, the Ohio Administrative Code and the Ordinances of the City of Zanesville, including employee relations, labor negotiations, representing management at disciplinary hearings and arbitrations, worker's compensation, safety, staff development and organizational development, and health and life insurance benefits.

ESSENTIAL DUTIES AND RESPONSIBILITIES

To perform this job successfully, an individual must be able to satisfactorily perform each essential duty listed below. Reasonable accommodations will be made for disabled persons, covered by the Americans with Disabilities Act, in accordance with its requirements.

1. Guides and manages the overall provision of the Human Resources services, policies, and programs for the entire City not in conflict with Chapter 124 of the Ohio Revised Code.
2. Works with Directors to develop workplace strategy to include training, development, performance planning, management and improvement coordinating efforts as needed with Civil Service Employment Office.
3. Oversees employee safety, welfare, wellness and health programs, and assists employees with health insurance issues.
4. Provides support to the City representative in Workers' Compensation matters.
5. Coordinates with external employment and temporary staffing agencies, when permitted by law.
6. Coordinates with other department heads and City Administration regarding Human Resource Department programs and activities and provides support to the City Law Director with regard to litigation and other legal matters involving City employees.
7. Provides assistance to departments and City Administration in assessing managerial, supervisory and employee performance, training needs and skill development.
8. Provides support to the City's management representative for arbitrations and disciplinary hearings; and investigates allegations of sexual harassment, employment discrimination, policy violations or other prohibited practices and makes recommendations for action other than those designated to Civil Service Commission.
9. Advises department heads and supervisors in employee relations matters including progressive discipline, preparation for disciplinary hearings and arbitrations, and MOU interpretations under collective bargaining.
10. Assists departments in organizational development and work force planning efforts and, supports team building processes within and across departments.
11. Develops and administers the Human Resources Office budget including the forecast of funds needed for staffing, equipment, materials and supplies; monitors expenditures, and oversees all contracts for Human Resource Department services.
12. Represents the department to outside groups and organizations as necessary; participates in outside professional groups and committees as necessary to ensure career development.
13. Manages all records generated by or received by the office in compliance with all state and federal mandates and local rules.
14. Ensures changes in employment laws and policies are effectively communicated to all City employees.
15. Serve as a resource for all team members by being available and accessible to discuss all human resources related issues.

OTHER DUTIES AND RESPONSIBILITIES

None

SCOPE OF SUPERVISION

None

EQUIPMENT OPERATED

General office equipment

CONTACTS WITH OTHERS

City employees, elected officials, news media, and vendors.

CONFIDENTIAL DATA

All sensitive and confidential information not required to be public record under Ohio Open Records Law.

WORKING CONDITIONS

Normal office working conditions, with occasional exposure to varying conditions when visiting other properties.

USUAL PHYSICAL DEMANDS

The following physical demands are typically exhibited by position incumbents performing this job's essential duties and responsibilities. These physical demands are not, and should not be construed to be job qualification standards, but are illustrated to help the employer, employee and/or applicant identify tasks where reasonable accommodations may need to be made when an otherwise qualified person is unable to perform the job's essential duties because of an ADA disability.

While performing the duties of this job, the employee regularly exhibits digital dexterity when entering data into computer and other tasks. The employee frequently sits for extended periods of time, and occasionally stands and walks. Vision demands include close, relatively detailed vision, with the ability to adjust focus when reading a computer screen

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of: Human resource principles and practice; management principles; standard office procedures; state and federal employment laws and regulations; Ohio Civil Service Laws; requirements and procedures; Department of Administrative Services rules; PERRP requirements; Ohio collective bargaining rules and processes; Worker's Compensation procedures; unemployment compensation.

Ability to: Develop and maintain good working relationships with employees, Elected Officials, department heads, job contacts and general public and media; apply human resource principles to practical work situations; answer sensitive inquiries; maintain confidentiality of confidential and sensitive subject matter.

Skill in: Verbal and written communication; writing policy; conflict resolution; operating general office equipment; application of job software including word processing and spreadsheets.

This job description in no manner states or implies that these are the only duties and responsibilities to be performed by the employee filling this position, who will be required to follow instructions and perform any duties required by the employee's supervisor or designee.

MANAGEMENT APPROVAL

_____ / /
Department Head Date

EMPLOYEE UNDERSTANDING AND AGREEMENT

I understand, and will effective perform, the duties & requirements specified in this job description.

_____ / /
Employee Date

President of City Council
Council Member David Tarbert

ORDINANCE NO. 15-44

AN ORDINANCE AMENDING CHAPTER 111 OF THE CODIFIED ORDINANCES OF THE CITY
OF ZANESVILLE

WHEREAS, Chapter 111 of the Codified Ordinances of the City of Zanesville sets forth various provisions of law pertaining to Zanesville City Council; and

WHEREAS, City Council believes that several sections of Chapter 111 of the Codified Ordinances of the City of Zanesville, need to be updated and amended to better provide for the functioning of City Council and the conduct of its meetings.

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

Section 1. Chapter 111 of the Codified Ordinances of the City of Zanesville is hereby amended to read as follows:

**Chapter 111
Council**

111.01 Regular meetings.	111.12 Securing recognition.
111.02 Special meetings.	111.13 Addressing Council.
111.03 Notification of news media.	111.14 Reports and records.
111.04 Meeting time; changes.	111.15 Presentation of business.
111.05 Media notification of changes.	111.16 Deadline for Agenda.
111.06 Attendance.	111.17 Making and Postponing a motion.
111.07 Open meetings.	111.18 Duties of Clerk.
111.08 Posting of Schedule.	111.19 Correspondence.
111.09 Rules of Order.	111.20 Supervisor of Clerk.
111.10 Committee appointment.	111.21 Use of Codified Ordinances.
111.11 Council Committee-as-a-Whole.	111.22 Copies of legislation; fee; posting.

111.01 REGULAR MEETINGS.

(a) All regular City Council meetings shall be on the second and fourth Mondays of each month with exceptions as listed in subsection (b) hereof.

(b) Where a legal holiday is on the same date as a regularly scheduled Council meeting, the meeting shall be postponed to the evening of the first day following the legal holiday.

(c) All regular Council meetings shall be at 7:00 p.m. on the 2nd floor of the City Hall Building, 401 Market Street, in the Council Chambers.

111.02 SPECIAL MEETINGS.

Special meetings may be called by the Clerk of Council upon the written request of the Mayor, President of Council or any two members of Council upon at least twenty-four hours' notice to each member by the Clerk of Council. Any such request shall state the subject to be considered at the meeting, and no other subjects shall be considered.

111.03 NOTIFICATION OF NEWS MEDIA.

The Clerk of Council, after establishing a special meeting, will immediately thereafter notify the local news media of the special meeting date, time, location, and subject and post that information in a public place in City Hall.

111.04 MEETING TIME; CHANGES.

All regular meetings of Council shall begin at 7:00 p.m. unless changed by the President of Council or a majority of members of Council. In the event of a change in the meeting time, all Council members must be notified at least twenty-four hours before the time of the meeting. Notification is to be made by the Clerk of Council.

111.05 MEDIA NOTIFICATION OF CHANGES.

In the event of a change in meeting time, the Clerk of Council will immediately notify the local news media.

111.06 ATTENDANCE.

Council members shall attend all regular Council meetings. Any Council member, who for any reason is unable to attend a meeting of Council, shall notify the Clerk or President of Council in advance with a reason. A motion by Council is needed to be excused. An absence of two months without valid excuse, will follow Ohio law.

111.07 OPEN MEETINGS.

All deliberations of Council shall be public except in those instances exempted by law, pursuant to Ohio R.C. 121.22.

Pursuant to Ohio R.C. 121.22 all public business shall be conducted in public meetings.

111.08 POSTING OF SCHEDULE.

Before each meeting the Clerk of Council shall notify the local news media at least twenty-four hours in advance, and post a schedule stating the time and place of regular meetings on a bulletin board in City Hall.

111.09 RULES OF ORDER.

The rules contained in "Robert's Rules of Order" shall serve as a guide to Council in all cases to which they are applicable, and in which they are not inconsistent with the State Code, statutory form of government or rules contained in this chapter. Any question pertaining to the rules of order will be decided by the President of Council, subject to the right of appeal from the decision of the chair, but the appeal must be duly seconded. In the event the decision of the chair is so appealed and seconded then the chair shall put the following question to Council:

"The decision of the chair has been appealed; shall the decision of chair be sustained?" A roll call vote shall be taken. Aye vote is to support the chair's decision and Nay vote is against the chair's decision.

111.10 COMMITTEE APPOINTMENT.

The President of Council shall appoint standing Committees at the beginning of each term. Each Committee shall investigate and make recommendations on all matters referred to them for consideration. The President of Council or the Chair of a Committee may call Committee meetings. The Clerk of Council will work with members to establish a convenient date, time, and public location for the meetings. Notification of Committee meetings shall be in the same manner as for special meetings of Council.

111.11 COUNCIL COMMITTEE-AS-A-WHOLE.

Should a majority of a Committee feel that the matter placed in their Committee warrants study by Council as a Committee-As-A-Whole, a request signed by the majority of such Committee shall be read by the Clerk of Council. The President of Council shall then place the matter in question in Council Committee-As-A-Whole, and shall serve as chairman of this Committee.

111.12 SECURING RECOGNITION.

Any Council member desiring to speak before Council must secure recognition from the President of Council before speaking. Members must confine themselves to one subject at a

time or to the matter under discussion. All Council members must avoid bringing personalities into their discussion and remain professional, courteous, respectful, and polite, and not be overly loud or boisterous. The President's call to order must be obeyed.

111.13 ADDRESSING COUNCIL.

(a) Zanesville City Council welcomes, values, and appreciates the varied opinions and comments from members of the public. However, to ensure that the meetings are respectful, peaceful, and orderly, it is necessary to establish rules to prevent disruption and allow City business to be accomplished in an efficient and productive manner. Members of the public will be permitted to address Council for the purpose of commenting on legislation being considered by Council and/or for the purpose of commenting regarding City actions or services, which the speaker believes should or should not be taken by Council or issues that should be addressed by Council or the Administration.

(b) Addressing Council shall **not** be utilized for the following purposes:

1. To address matters which are not related to the City of Zanesville or cannot be addressed by City government.
2. To address members of the public or audience regarding any matters, subjects, or issues.
3. To speak on matters involved in litigation or matters otherwise listed as an exception to the Ohio Open Meetings Act (e.g. confidential information and etc). (ORC 121.22).
4. To debate or make personal attacks against members of Council, Elected Officials, City Administrators, City Employees, or other members of the public.
5. To speak in support or opposition of candidates for public office or to announce that a speaker is a candidate for public office.
6. To promote or advertise a business.

(c) Those desiring to address Council must, complete a "Petition to Address City Council" form copies of which shall be available in the Clerk's office and at meetings of Council.

(d) Remarks are Limited to 3 Minutes unless additional time is granted by Council (which shall be granted in 3 minute increments). To extend a speaker's time, a member of Council shall make a motion to waive this rule and extend the speaker's time by 3 minutes, followed by a second of the motion, and a majority vote in favor by Council. This time limit shall not apply to Special Guests, Subject Experts, City Employees, Elected Officials and City Administration who are invited to provide information, reports, or testimony to Council and they are not required to fill out a Petition to Address Council.

(e) All comments must be directed to the Presiding Officer or Council as a whole.

(f) The following General Rules of Decorum shall apply to all individuals addressing Council:

1. Individuals desiring to address Council shall wait to be recognized by the Presiding Officer. After having been recognized, he or she shall approach the podium, state his or her name and address and then proceed to address Council as a whole and not any individual.

2. All comments will be made in a courteous and respectful manner by all parties and not in an overly loud or boisterous manner.
3. No person who addresses Council shall make personal, impolite, disrespectful, hostile, disparaging, slanderous, offensive, threatening, obscene, or profane remarks towards any member of Council, the Administration, any invited guest of Council, or any member of the general public. Speakers shall not conduct themselves in a manner that disrupts or impedes the orderly conduct of the meeting or otherwise constitutes disorderly conduct.
4. The Presiding Officer shall have the sole discretion to determine whether or not a speaker's conduct is violating these Rules of Decorum. If in the Presiding Officer's discretion the rules are being violated, the Presiding Officer may take any action necessary to preserve the due conduct of the meeting, including but not limited to: (1) verbal warnings; (2) denial or termination of speaking privileges; (3) removal from the meeting; (4) banning an individual, with repeated violations, from all Council and Committee meetings for a period of 60 days; and (5) request for law enforcement to remove or arrest the individual (ORC 2917.12). These possible sanctions by the Presiding Officer are not progressive in nature.

(g) In regards to addressing Council for non-legislative items the following shall apply:

1. Citizens are to work with their Council Representative for resolution of issues or to have information presented to Council.
2. If this does not result in resolution and the person would like to address Council themselves, or if the Council Representative feels it would be beneficial for the person to address all of Council, then the Council member may notify the Clerk of the citizen's desire to address Council. The Clerk will obtain the needed information and contact the citizen to confirm information for speaking.
3. Notification must occur by Wednesday at noon, the week prior to the next Council meeting. Any helpful information must be submitted by this deadline, for inclusion in the Council Packet.
4. All submitted items become public records. Therefore, persons submitting items should ensure that personal information (e.g. social security numbers, account numbers, cell numbers, & etc) should not be included on or be blackened out before submission.
5. The Clerk will confirm that person's name, address, phone number, email address, and subject to be discussed, and then include that on the Agenda as a request to address Council.
6. This allows Council time to prepare and to have needed information for the meeting.
7. The request to address Council may be withdrawn at any time prior to speaking by notifying the Clerk.
8. Each speaker will have to complete the "Petition to Address City Council" form.
9. During the Private Petitions and Communications portion of the Agenda, Petitions to Address Council will be read individually by the Clerk of Council, by name, address and subject. The Presiding Officer shall then ask Council for a motion to allow the petitioner to address Council.

10. A motion to speak, appropriately seconded, and majority affirmative vote is needed to be allowed to speak for 3 minutes. Granting of an additional 3 minutes would require an additional motion, second and majority of Council to vote in favor.
11. The Presiding Officer's call to order will be followed along with the Rules of Decorum listed on the Requests to Speak before Council.
12. Speaking before Council is limited to two presentations per meeting, both may be for a Communication, Resolution or Ordinance, but only one may be for a non-legislative item. Any additional concerns or comments on other legislation beyond this limit, can be communicated to, and shared by, one of the citizen's Council Representatives.
13. The above rules also apply to Citizens who want to speak to promote a city event or special cause.

(h) No repetition of remarks or speaking on the same subject matter will be allowed at more than three meetings, unless there has been a substantive change to the legislation or situation.

(i) To accommodate special needs or circumstances that are in the best interest of the City, Council may temporarily suspend any of these rules, by motion, second and majority vote.

111.14 REPORTS AND RECORDS.

All minutes, legislation, reports and records of committees shall be preserved among the records of Council. No original record book, paper or official document shall be removed from Council Office without the written consent and justification by the President of Council. The Clerk of Council shall obtain official identification and a receipt whenever any of the above items are taken from the office.

111.15 PRESENTATION OF BUSINESS.

All business presented at Council session, requiring an ordinance or resolution, shall be presented in legal form, to the Clerk of Council. No legislation shall be presented in the same form more than one time in a six month period.

111.16 DEADLINE FOR AGENDA.

All legislation and business requiring final action by Council must be presented to the Clerk of Council by 12:00 noon Wednesday preceding the regularly scheduled Council meeting. The Clerk of Council shall prepare an agenda subject to the approval of the President of Council, for the regular Council meeting to be held the following Monday night. The Clerk shall then forward a copy of the agenda to each Council member, the Mayor, local news media. In the event that business of an emergency nature should be brought to the attention of the President of Council, he may place it on the agenda, by notifying each Council member of the subject and reason for the emergency action. Such notification

should be at least one-half hour before the meeting in question; or the President of Council may present it during the Council meeting and ask for a motion to add an item to the agenda.

111.17 MAKING AND POSTPONING A MOTION.

Prior to making a motion, the Council member must first be recognized by the President to speak. Motions must be clear and be duly seconded, before it is open to discussion and vote. Whenever a motion to postpone is presented to Council, and the motion does not specify a definite date to reconsider, it is the rule of Council that it must be brought up for reconsideration at the next meeting. The only exception to this rule shall apply to postponing a motion to send to Committee for study, and the matter will be reconsidered at the meeting following completion of Committee study.

111.18 DUTIES OF CLERK.

The Clerk of Council shall serve at the pleasure of Council, and the duties of this office shall include the regular duties prescribed by the State Code, duties prescribed by this chapter, duties prescribed by Council during regular session of Council, duties prescribed by Ordinance 81-107, as amended from time to time, and any other duties requested by the President of Council. The Council office shall be open the following hours: Monday through Friday, except Legal Holidays, 8:00 a.m. to 5:00 p.m., with one hour off for lunch.

111.19 CORRESPONDENCE.

The Clerk of Council shall notify the President of Council of all correspondence received by the Clerk as soon as possible. Should the Clerk of Council desire clarification or modification of any of the above duties, she shall submit a written request to the President of Council.

111.20 SUPERVISOR OF CLERK.

The immediate supervisor of the Clerk of Council shall be the President of Council or President pro tempore if designated by the President.

111.21 USE OF CODIFIED ORDINANCES.

Each Council member, upon assuming office, shall receive an up-to-date copy of the Codified Ordinances of the City for use during his/her term of office and sign a receipt for the Clerk of Council or sign a declination if not wanting a copy . This book shall be returned to the Clerk of Council in February of each year for further updating. The Council member shall, in November preceding the end of his/her term, return the book to the Clerk for use by new incoming members of Council. Failure to do so shall result in a one hundred fifty dollar (\$150.00) charge which will be deducted from the Council member's City paycheck.

111.22 COPIES OF LEGISLATION; FEE; POSTING.

(a) The Clerk of the legislative authority shall supply a copy of the complete text of each ordinance or resolution to any person, upon request, for a charge as provided in Section 193.01.

(b) The Clerk shall post a copy of the text of each ordinance or resolution at her office as well as email a copy to John McIntire Library, 220 North Fifth Street, Zanesville, Ohio.

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

PASSED: _____, 2015

ATTEST: _____
SUSAN CULBERTSON
CLERK OF COUNCIL

DANIEL M. VINCENT
PRESIDENT OF COUNCIL

APPROVED: _____, 2015

JEFF TILTON
MAYOR

This legislation approved as to form:



Law Director's Office

Prepared by
Fred Buck
Director of Public Safety

OFFICE OF PUBLIC SAFETY
CITY OF ZANESVILLE, OHIO
DIVISION OF TRAFFIC ENGINEERING

Traffic Order 15-09

August 25, 2015

SECTION ONE: Traffic Order 15-06 is hereby rescinded which established No Thru traffic on Center Drive from Taylor Street North to Fairway Lane to be used for local traffic only.

SECTION TWO: The appropriate signs shall be removed in accordance with O.R.C. 4511.09



FRED BUCK,
Director of Public Safety

Date Filed With Clerk:
August 13, 2015

Date Council Approved:



SUE CULBERTSON,
Clerk of Council

Date Work Completed

(signed)

TO: Traffic File
Service Department/Street Division
Municipal Court
Police Department



Prepared by
Fred Buck
Director of Public Safety

OFFICE OF PUBLIC SAFETY
CITY OF ZANESVILLE, OHIO
DIVISION OF TRAFFIC ENGINEERING

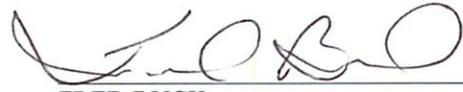


Traffic Order 15-10

August 25, 2015

SECTION ONE: Traffic Order 15-10 is hereby rescinded TO 87-29 which established No Parking Zone on the south side of Forest Ave from the intersection of Forest and Ashland Avenues west 100 feet and rescind TO 90-23 which established a No Parking Zone on the south side of Forest immediately north of the helicopter pad.

SECTION TWO: The appropriate signs shall be removed in accordance with O.R.C. 4511.09



FRED BUCK,
Director of Public Safety

Date Filed With Clerk:
August 18, 2015

Date Council Approved:



SUE CULBERTSON,
Clerk of Council

Date Work Completed

(signed)

TO: Traffic File
Service Department/Street Division
Municipal Court
Police Department

Prepared by
Fred Buck
Director of Public Safety



OFFICE OF PUBLIC SAFETY
CITY OF ZANESVILLE, OHIO
DIVISION OF TRAFFIC ENGINEERING

Traffic Order 15-11

August 25, 2015

SECTION ONE: Traffic Order 15-11 is hereby to establish a No Thru Trucks Zone on Center Drive from Taylor Street to Fairway Lane and Country Club Drive.

SECTION TWO: The appropriate signs shall be installed in accordance with O.R.C. 4511.09

FRED BUCK,
Director of Public Safety

Date Filed With Clerk:
August 18, 2015

Date Council Approved:

SUE CULBERTSON,
Clerk of Council

Date Work Completed

(signed)

TO: Traffic File
Service Department/Street Division
Municipal Court
Police Department

Prepared by
Fred Buck
Director of Public Safety



OFFICE OF PUBLIC SAFETY
CITY OF ZANESVILLE, OHIO
DIVISION OF TRAFFIC ENGINEERING

Traffic Order 15-12

August 25, 2015

SECTION ONE: Traffic Order 15-12 is hereby to establish a No Parking Zone on South side of Livingston Avenue from the stop bar at intersection of Livingston Avenue and Dresden for 30 feet east.

SECTION TWO: The appropriate signs shall be installed in accordance with O.R.C. 4511.09

FRED BUCK,
Director of Public Safety

Date Filed With Clerk:
August 19, 2015

Date Council Approved:

SUE CULBERTSON,
Clerk of Council

Date Work Completed

(signed)

TO: Traffic File
Service Department/Street Division
Municipal Court
Police Department

Prepared by
Fred Buck
Director of Public Safety

OFFICE OF PUBLIC SAFETY
CITY OF ZANESVILLE, OHIO
DIVISION OF TRAFFIC ENGINEERING



Traffic Order 15-13

August 25, 2015

SECTION ONE: Traffic Order 15-13 is closing Potter's Alley from Shinnick Street to Spruce Alley to vehicular traffic.

SECTION TWO: The appropriate signs shall be installed in accordance with O.R.C. 4511.09



FRED BUCK,
Director of Public Safety

Date Filed With Clerk:
August 19, 2015

Date Council Approved:



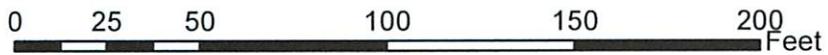
SUE CULBERTSON,
Clerk of Council

Date Work Completed

(signed)

TO: Traffic File
Service Department/Street Division
Municipal Court
Police Department

TRAFFIC ORDER 15-13



TO BE CLOSED