



AGENDA
ATHENS CITY COUNCIL
MONDAY, MAY 18, 2026 AT 7:00 PM

e-mail: dwalker@ci.athens.oh.us
Streaming is available at www.ci.athens.oh.us/video

Call to Order

Establish Quorum

Approval of Agenda

Communications

Reports and Communications from Other Elected Officials

Ordinances for Third Reading:

0-40-26

AN ORDINANCE AUTHORIZING THE MAYOR TO MAKE APPLICATION AND ENTER INTO A PROJECT AGREEMENT WITH THE OHIO DEPARTMENT OF NATURAL RESOURCES.
Introduced by Council Member Wood

0-42-26

AN ORDINANCE AMENDING THE 2026 APPROPRIATION ORDINANCE 120-25.
Introduced by Council Member Thomas

Ordinance for Second Reading:

0-44-26

AN ORDINANCE AMENDING ATHENS CITY CODE, TITLE 3, ADMINISTRATIVE PROVISIONS, SECTION 3.07.50, ESTABLISHMENT OF THE ATHENS MUNICIPAL ARTS COMMISSION.
Introduced by Council Member Isherwood

Ordinances for First Reading:

0-45-26

AN ORDINANCE DESIGNATING LASHER HALL, LOCATED AT 43 WEST UNION STREET,

AS A LOCAL HISTORIC LANDMARK.
Introduced by Council Member Swank

0-46-26

AN ORDINANCE AMENDING ORDINANCE 36-24; THE ATHENS UPTOWN DESIGNATED OUTDOOR REFRESHMENT AREA (DORA), AREA EXPANSION AND HOURS OF OPERATION; AND DECLARING AN EMERGENCY.
Introduced by Council Member Swank

0-47-26

AN ORDINANCE APPROVING THE CONTINUATION OF THE UPTOWN DESIGNATED OUTDOOR REFRESHMENT AREA (DORA).
Introduced by Council Member Swank

0-48-26

AN ORDINANCE AUTHORIZING RENOVATION OF THE PRE-KINDERGARTEN PLAYGROUND LOCATED BEHIND THE COMMUNITY CENTER, PROJECT #394.
Introduced by Council Member Isherwood

0-49-26

AN ORDINANCE AUTHORIZING A WATER METER UPGRADE, PROJECT #395.
Introduced by Council Member Isherwood

0-50-26

AN ORDINANCE AMENDING ORDINANCE 74-25 TO INCREASE THE AUTHORIZED EXPENDITURE FOR A NEW RESTROOM FACILITY AT THE WEST STATE PARK, PROJECT #349.
Introduced by Council Member Isherwood

0-51-26

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A 2026-2028 PARTNERSHIP AGREEMENT WITH THE ATHENS COUNTY COMMISSIONERS AS APPLICANT AND GRANTEE, IF FUNDED, FOR SUBMISSION OF AN APPLICATION TO THE OFFICE OF COMMUNITY DEVELOPMENT, OHIO DEPARTMENT OF DEVELOPMENT (ODOD) FOR THE COMMUNITY HOUSING IMPACT AND PRESERVATION PROGRAM (CHIP); AND DECLARING AN EMERGENCY.
Introduced by Council Member Isherwood

0-52-26

AN ORDINANCE AMENDING THE 2026 APPROPRIATION ORDINANCE 120-25.
Introduced by Council Member Thomas

0-53-26

AN ORDINANCE AMENDING ORDINANCE 09-19; CREDIT CARD POLICY.
Introduced by Council Member Thomas

0-54-26

AN ORDINANCE AMENDING ORDINANCE 14-23; AUTHORIZING AN INCREASED EXPENDITURE FOR THE WEST WASHINGTON SIDEWALK AND SAFETY IMPROVEMENTS, PROJECT (#335).

Introduced by Council Member Clodfelter

Announcements & Other Business:

- -Motion to Accept the April 2026 Financial Reports
- -Motion to Accept the March and April Credit Card Transactions

Opportunity for Citizens to Speak on Legislative Items and City Services Not Covered on the Agenda

Executive Session:

- -Pending Litigation
- -Sale of Property

Adjournment

Micah McCarey
President of Council

The City of Athens supports the Americans with Disabilities Act. Requests for reasonable accommodation may be made with the ADA Coordinator in the City Building or by calling 592-3367.

0-40-26

Introduced by Michael Wood, Member
City & Safety Services Committee

AN ORDINANCE AUTHORIZING THE MAYOR TO MAKE APPLICATION AND ENTER INTO A PROJECT AGREEMENT WITH THE OHIO DEPARTMENT OF NATURAL RESOURCES.

WHEREAS, the State of Ohio through the Ohio Department of Natural Resources, administers financial assistance for public recreation purposes through the State of Ohio NatureWorks Program; and

WHEREAS, the City of Athens desires financial assistance under the NatureWorks Program;

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATHENS, OHIO:

SECTION I: The Mayor is hereby authorized to file an application and, if awarded, enter into an agreement with the Ohio Department of Natural Resources for the purpose of acquiring funds through the State of Ohio NatureWorks Program.

SECTION II: The City does agree to obligate the funds required to satisfactorily complete the proposed project and become eligible for reimbursement under the terms of the NatureWorks Program.

SECTION III: This Ordinance shall be in full force and effect at the earliest moment permitted by law upon its passage and approval by the Mayor.

President of Council

ATTEST:

APPROVED:

Clerk of Council

Mayor

0-42-26

Introduced by Jessica Thomas, Chair
Finance & Personnel Committee

AN ORDINANCE AMENDING THE 2026 APPROPRIATION ORDINANCE 120-25.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATHENS, OHIO:

SECTION I: The 2026 Appropriation Ordinance 120-25 is hereby amended by appropriating from the unappropriated balance the following sums:

Sixty-Five Thousand Dollars (\$65,000.00) to General Fund, Police, 101.207, T.C. 500, to replace voice logger and radio equipment;

Three Hundred Thirteen Thousand Nine Hundred Ninety-One and 33/100 Dollars (\$313,991.33) to Street Fund, 220, T.C. 500, for the Public Safety Training Facility Project, Project #373;

One Hundred Thousand Six Hundred Sixty-Two and 40/100 Dollars (\$100,662.40) to Water Fund, 740, T.C. 500, for Project #373; and

Ninety-Three Thousand Two Hundred Five and 92/100 Dollars (\$93,205.92) to Sewer Fund, 750, T.C. 500, for Project #373, and increasing the total appropriations by said amounts.

SECTION II: This Ordinance shall be in effect and full force upon passage and approval by the Mayor.

President of Council

ATTEST:

APPROVED:

Clerk of Council

Mayor

0-44-26

Introduced by Paul Isherwood, Chair
City & Safety Services Committee

AN ORDINANCE AMENDING ATHENS CITY CODE, TITLE 3, ADMINISTRATIVE PROVISIONS, SECTION 3.07.50, ESTABLISHMENT OF THE ATHENS MUNICIPAL ARTS COMMISSION.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATHENS, OHIO:

SECTION I: Athens City Code, Title 3, Administrative Provisions, Section 3.07.50 (A), Establishment of the Athens Municipal Arts Commission, is hereby amended to read as follows:

3.07.50. - Establishment of the Athens Municipal Arts Commission.

(A) There is hereby created and established the Athens municipal arts commission consisting of the mayor or their designee, a member of city council, and ~~seven~~ **nine** members of whom shall be appointed by the mayor with the advice and consent of the city council. **At least Four five** members of the commission shall be electors of the city, and ~~three~~ **four** members may reside outside the corporate limits-, **but within Athens County.**

SECTION II: This Ordinance shall be in effect and full force upon its passage and approval by the Mayor.

President of Council

ATTEST:

APPROVED:

Clerk of Council

Mayor

0-45-26

Introduced by Alan Swank, Chair
Planning & Development Committee

AN ORDINANCE DESIGNATING LASHER HALL, LOCATED AT 43 WEST UNION STREET, AS A LOCAL HISTORIC LANDMARK.

WHEREAS, a recommendation has been received from the City of Athens Historic Preservation Commission; and

WHEREAS, the building located at 43 West Union Street built in 1925 by Fred W. Bush, editor and publisher of *The Athens Messenger* from 1896 to 1929, served as the offices and production facilities of the paper from 1929 until the paper's move into their new facility on Johnson Road in 1970, and thereafter served as the home of Ohio University's School of Journalism and School of Interpersonal Communication, meets Athens City Code Section 45.11 (A), (B), (D) and (G) criteria for "landmark designation;" and

WHEREAS, in accordance with Athens City Code, Title 45.12(E), Designation Procedures for Historic Districts or Landmarks, Athens City Council has scheduled a public hearing on June 15, 2026;

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATHENS, OHIO:

SECTION I: This City Council does hereby designate Lasher Hall, located at 43 West Union Street, as a local historic landmark.

SECTION II: This Ordinance shall be in full force and effect at the earliest moment permitted by law upon its passage and approval by the Mayor.

President of Council

ATTEST:

APPROVED:

Clerk of Council

Mayor

0-46-26

Introduced by Alan Swank, Chair
Planning & Development Committee

AN ORDINANCE AMENDING ORDINANCE 36-24; THE ATHENS UPTOWN DESIGNATED OUTDOOR REFRESHMENT AREA (DORA), AREA EXPANSION AND HOURS OF OPERATION; AND DECLARING AN EMERGENCY.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATHENS, OHIO:

SECTION I: Section I of Ordinance 36-24 is hereby amended to read as follows:

Section I: Pursuant to Ohio Revised Code Section 4301.82, this Council hereby creates a Designated Outdoor Refreshment Area (DORA) to include the area as follows: Court Street from Carpenter to Union; Washington Street from Congress to College; State Street from Congress to College; Mill Street from College to Court; Rose Avenue from Court to Congress; the north side of Union Street from Court to ~~Smith~~ **Foster Place; West Union Street from Foster to Smith Street**; the west side of Depot Street and the north side of Station Street; Carpenter Street from Congress to East State; Stimson Avenue from East State to McKinley; East State Street from Stimson to Fern; Kern Street from Stimson to Mill; Palmer Street from Stimson to Mill; Grant Street from Stimson to Campbell; and including Campbell Street from Grant to Stimson, **the west side of Smith Street from West Union Street to Byard Street; the south side of Byard Street; the east side of North Shafer Street from Byard Street to West Washington Street; the west side of North Shafer Street from West Washington Street to West State Street; and the south side of West State Street from North Shafer Street to Central Avenue** in accordance with the attached map, **actual street addresses**, and documentation from the City Engineer confirming that the proposed DORA area is approximately ~~50.12~~ **53.87** acres, as attached hereto and incorporated herein by reference. (~~Actual street addresses for the initial DORA Ordinance 74-21, adopted June 21, 2021, are included on Pages 5 through 8 of the AUBA application.~~)

Section III: The following public health and safety measures will be maintained within the DORA as specified below:

1. Signage: ~~Eighty Two (82)~~ **One Hundred Five (105)** DORA signs will be mounted on light posts at all boundary intersections (see Page 12 of the AUBA application for an

SECTION II: Section II of Ordinance 36-24 is hereby amended to read as follows:

3. Hours of Operation:

The hours of DORA operation for the district are proposed as follows:

Season Runs	May 7th Thursday, prior to Ohio University Graduation	August 15 th
Day	Start Time	End Time
Monday	5:00 12:00 p.m.	40:00 11:00 p.m.
Tuesday	5:00 12:00 p.m.	40:00 11:00 p.m.
Wednesday	5:00 12:00 p.m.	40:00 11:00 p.m.
Thursday	5:00 12:00 p.m.	40:00 11:00 p.m.
Friday	12:00 p.m.	40:00 11:00 p.m.
Saturday	12:00 p.m.	40:00 11:00 p.m.
Sunday	12:00 p.m.	8:00 p.m.

SECTION III: This Ordinance shall be an emergency measure necessary for the preservation of the health, welfare and safety of the residents of the City of Athens, Ohio, to promote economic development by allowing, upon approval, participation this season into the expanded area, and it shall be in full force and effect upon its passage and approval by the Mayor.

President of Council

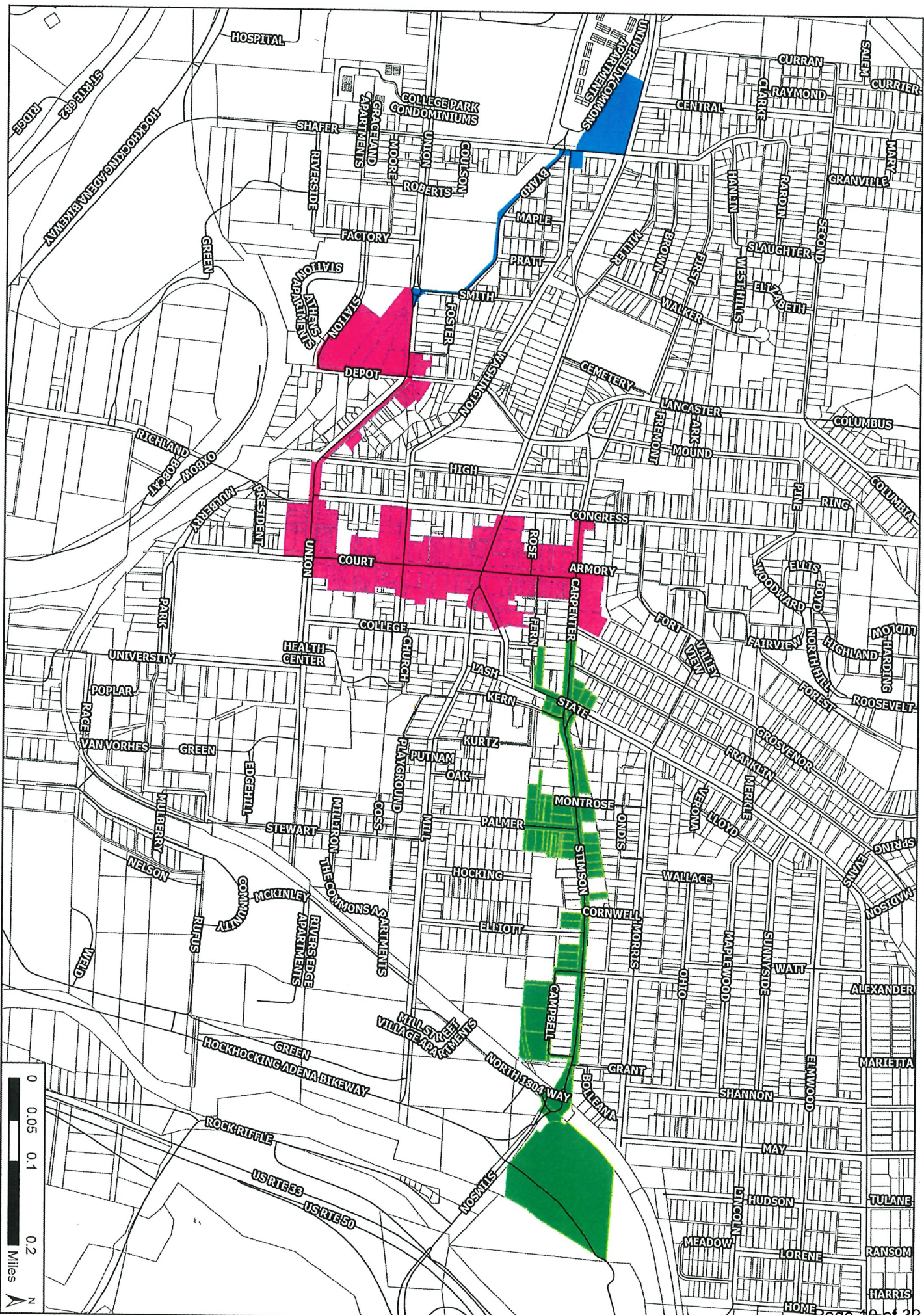
ATTEST:

APPROVED: _____

Clerk of Council

Mayor

Proposed 2026 DORA Expansion



DORA Expansions

- Original, 2021
- Stimson, 2024

■ Westside, 2026



DORA Addresses

2021 – Original DORA Boundaries

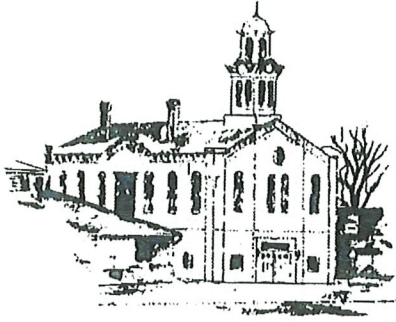
Street	Address Range	Even/Odd
South Court Street	1 - 50	Even & Odd
South Court Street	63 - 67	Odd
North Court Street	1 - 88	Even & Odd
West Union Street	1 - 30	Even & Odd
West Union Street	32 - 128	Even
East Union Street	10 - 20	Even
East Washington Street	7 - 24	Even & Odd
West Washington Street	13 - 28	Even & Odd
West State Street	2 - 29	Even & Odd
East State Street	1 - 30	Even & Odd
Mill Street	5 - 25	Even & Odd
Rose Avenue	21 - 23	Even & Odd
West Carpenter Street	2 - 32	Even & Odd
Station Street	2 - 18	Even
Depot Street	2 - 4	Even

2024 – Stimson Expansion

Street	Address Range	Even/Odd
Campbell Street	20 - 25	Even & Odd
Kern Street	19 - 21	Odd
Palmer Street	28	Even
East State Street	74 - 88	Even & Odd
East Stimson Avenue	1	Odd
East Stimson Avenue	21 - 25	Odd
East Stimson Avenue	120	Even
West Stimson Avenue	4	Even
West Stimson Avenue	7	Odd
West Stimson Avenue	9 - 14	Even & Odd
West Stimson Avenue	16 - 18, 22, 28 - 30	Even

2026 – Westside Expansion

Street	Address Range	Even/Odd
North Shafer Street	3 - 21	Odd
West State Street	235 - 237	Odd
West Washington Street	234	Even



*City of Athens
Engineering & Public Works
30 Curran Drive
Athens, Ohio 45701
(740) 593-7636 fax 592-4907*

*Jarod Balderson
City Engineer and Director of Public Works
jbalderson@ci.athens.oh.us*

May 11, 2026

Ohio Department of Commerce
dora@com.ohio.gov

City of Athens Designated Outdoor Refreshment Area

To Whom It May Concern,

I have reviewed the boundaries of the proposed Designated Outdoor Refreshment Area (DORA) for the City of Athens and can confirm that the area of said proposed DORA is 53.87 acres more or less. Please contact me if you have any additional questions on this matter.

Sincerely,

Jarod Balderson
City Engineer and Director of Public Works

0-47-26

Introduced by Alan Swank, Chair
Planning & Development Committee

AN ORDINANCE APPROVING THE CONTINUATION OF THE UPTOWN DESIGNATED OUTDOOR REFRESHMENT AREA (DORA).

WHEREAS, Ohio Revised Code Section 4301.82 (I)(1) provides that five years after the date of creation of a designated outdoor refreshment area (DORA) the legislative authority must either approve the continued operation of the area or dissolve the area;

WHEREAS, the City of Athens DORA was created by Ordinance 74-21, adopted June 21, 2021, amended by Ordinance 36-24, adopted May 6, 2024, and further amended by Ordinance 46-26; and

WHEREAS, City Council has scheduled a public hearing on June 1, 2026;

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATHENS, OHIO, THAT:

SECTION I: In accordance with Ohio Revised Code Section 4301.82 (I)(1), this Council hereby approves the continuation of the Uptown Designated Outdoor Refreshment Area (DORA) to include the area as follows: Court Street from Carpenter to Union; Washington Street from Congress to College; State Street from Congress to College; Mill Street from College to Court; Rose Avenue from Court to Congress; the north side of Union Street from Court to Foster Place; West Union Street from Foster to Smith Street; the west side of Depot Street and the north side of Station Street; Carpenter Street from Congress to East State; Stimson Avenue from East State to McKinley; East State Street from Stimson to Fern; Kern Street from Stimson to Mill; Palmer Street from Stimson to Mill; Grant Street from Stimson to Campbell; and including Campbell Street from Grant to Stimson, the west side of Smith Street from West Union Street to Byard Street; the south side of Byard Street; the east side of North Shafer Street from Byard Street to West Washington Street; the west side of North Shafer Street from West Washington Street to West State Street; and the south side of West State Street from North Shafer Street to Central Avenue in accordance with the attached map, actual street addresses, and documentation from the City Engineer confirming that the proposed DORA area is approximately 53.87 acres, as attached hereto and incorporated herein by reference.

SECTION II: This Ordinance shall be effective from and after the earliest time provided by law.

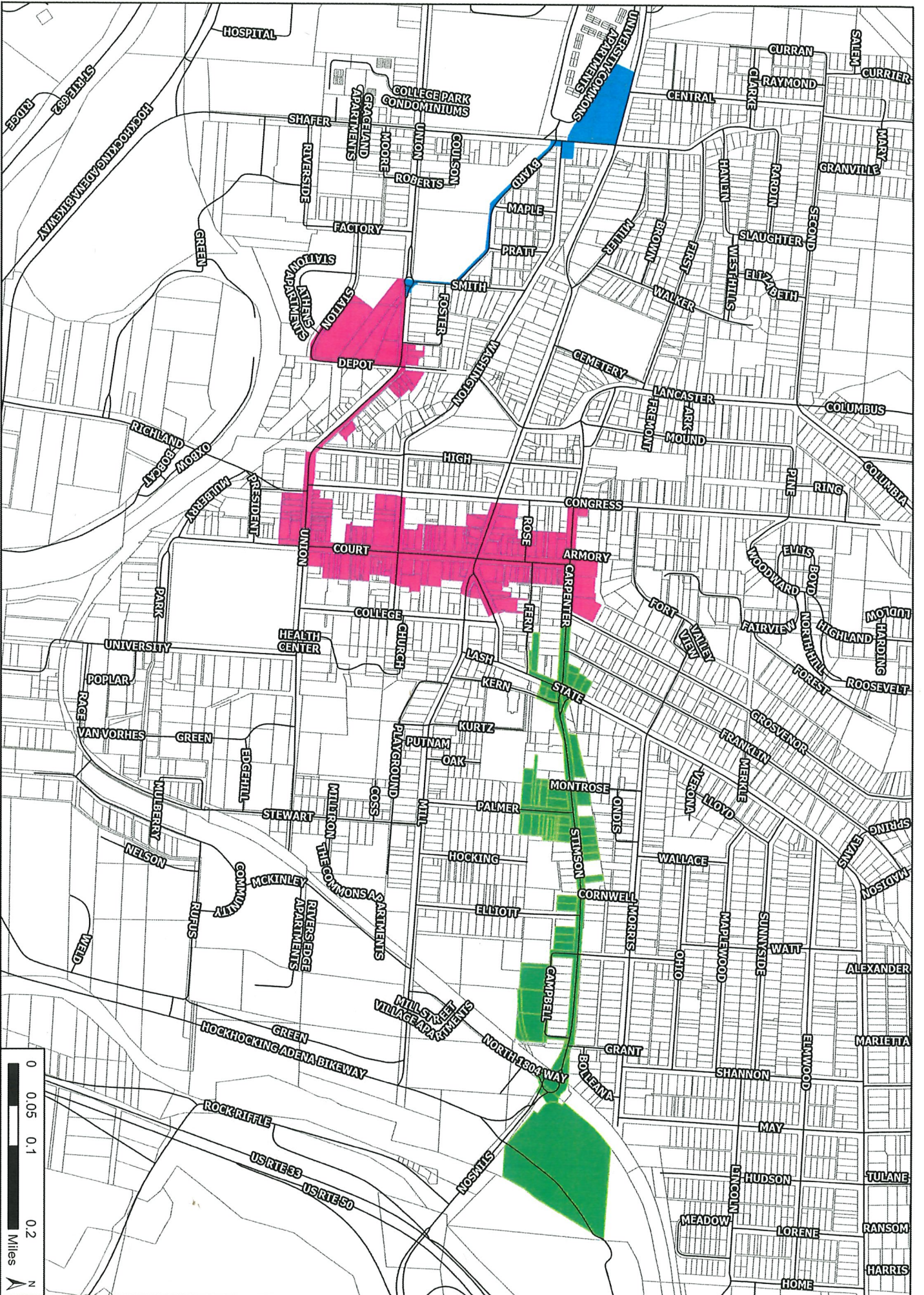
President of Council

ATTEST:

APPROVED:

Clerk of Council

Mayor

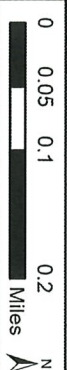


Proposed 2026 DORA Expansion

Map created by Athens City Planner. Data recent as of 4/27/2026.

DORA Expansions

- Original, 2021
- Stimson, 2024
- Westside, 2026



DORA Addresses

2021 – Original DORA Boundaries

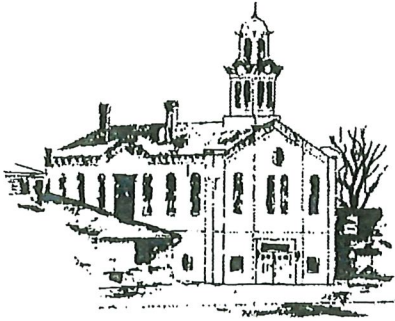
Street	Address Range	Even/Odd
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South Court Street	63 - 67	Odd
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West Union Street	1 - 30	Even & Odd
West Union Street	32 - 128	Even
East Union Street	10 - 20	Even
East Washington Street	7 - 24	Even & Odd
West Washington Street	13 - 28	Even & Odd
West State Street	2 - 29	Even & Odd
East State Street	1 - 30	Even & Odd
Mill Street	5 - 25	Even & Odd
Rose Avenue	21 - 23	Even & Odd
West Carpenter Street	2 - 32	Even & Odd
Station Street	2 - 18	Even
Depot Street	2 - 4	Even

2024 – Stimson Expansion

Street	Address Range	Even/Odd
Campbell Street	20 - 25	Even & Odd
Kern Street	19 - 21	Odd
Palmer Street	28	Even
East State Street	74 - 88	Even & Odd
East Stimson Avenue	1	Odd
East Stimson Avenue	21 - 25	Odd
East Stimson Avenue	120	Even
West Stimson Avenue	4	Even
West Stimson Avenue	7	Odd
West Stimson Avenue	9 - 14	Even & Odd
West Stimson Avenue	16 – 18, 22, 28 - 30	Even

2026 – Westside Expansion

Street	Address Range	Even/Odd
North Shafer Street	3 - 21	Odd
West State Street	235 - 237	Odd
West Washington Street	234	Even



*City of Athens
Engineering & Public Works
30 Curran Drive
Athens, Ohio 45701
(740) 593-7636 fax 592-4907*

*Jarod Balderson
City Engineer and Director of Public Works
jbalderson@ci.athens.oh.us*

May 11, 2026

Ohio Department of Commerce
dora@com.ohio.gov

City of Athens Designated Outdoor Refreshment Area

To Whom It May Concern,

I have reviewed the boundaries of the proposed Designated Outdoor Refreshment Area (DORA) for the City of Athens and can confirm that the area of said proposed DORA is 53.87 acres more or less. Please contact me if you have any additional questions on this matter.

Sincerely,

Jarod Balderson
City Engineer and Director of Public Works

0-48-26

Introduced by Paul Isherwood, Chair
City & Safety Services Committee

AN ORDINANCE AUTHORIZING RENOVATION OF THE PRE-KINDERGARTEN PLAYGROUND LOCATED BEHIND THE COMMUNITY CENTER, PROJECT #394.

WHEREAS, this equipment is being purchased through Sourcewell, a cooperative purchasing program, and competitive bidding is not required; and

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATHENS, OHIO:

SECTION I: The 2026 Appropriation Ordinance, 120-25, is hereby amended by appropriating from the unappropriated balance the sum of Eighty Thousand Dollars (\$80,000.00) to APR Income Tax Fund, 273, T.C. 500, toward renovation of the Pre-Kindergarten Playground located behind the Community Center, Project #394; and increasing the total appropriations by said amount.

SECTION II: The Service-Safety Director is hereby authorized to expend up to One Hundred Five Thousand Dollars (\$105,000.00) from APR Income Tax Fund, 273, T.C. 500, for said Project #394.

SECTION III: This Ordinance shall be in full force and effect upon passage and approval by the Mayor.

President of Council

ATTEST:

APPROVED:

Clerk of Council

Mayor

0-49-26

Introduced by Paul Isherwood, Chair
City & Safety Services Committee

AN ORDINANCE AUTHORIZING A WATER METER UPGRADE, PROJECT #395.

WHEREAS, upgrading the City’s water meters will allow the meters to be read via a radio signal, for easier access to monitor water usage; and

WHEREAS, said water meters will be purchased through Sourcewell, a cooperative purchasing program, and competitive bidding is not required;

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATHENS, OHIO:

SECTION I: The 2026 Appropriation Ordinance, 120-25, is hereby amended by appropriating from the unappropriated balance the following sums:

Six Hundred Fifty Thousand Dollars (\$650,000.00) to Water Fund, 740.636, T.C. 500; and

Six Hundred Fifty Thousand Dollars (\$650,000.00) to Sewer Fund, 750.636, T.C. 500, for upgrading City water meters, and increasing the total appropriations by said amounts.

SECTION II: The Service Safety Director is hereby authorized to expend up to One Million Three Hundred Thousand Dollars (\$1,300,000.00) as follows:

Six Hundred Fifty Thousand Dollars (\$650,000.00) to Water Fund, 740.636, T.C. 500; and

Six Hundred Fifty Thousand Dollars (\$650,000.00) to Sewer Fund, 750.636, T.C. 500, for upgrading City water meters, for said Project #395.

SECTION III: This Ordinance shall be in effect and full force upon its passage and approval by the Mayor.

President of Council

ATTEST:

APPROVED:

Clerk of Council

Mayor

0-50-26

Introduced by Paul Isherwood, Chair
City & Safety Services Committee

AN ORDINANCE AMENDING ORDINANCE 74-25 TO INCREASE THE AUTHORIZED EXPENDITURE FOR A NEW RESTROOM FACILITY AT THE WEST STATE PARK, PROJECT #349.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATHENS, OHIO:

SECTION I: Section II of Ordinance 74-25 is hereby amended to read as follows:

(Section III): The Service-Safety Director is further authorized to expend up to ~~Three Hundred Twenty-Five Thousand Dollars (\$325,000.00)~~ **Three Hundred Forty-Five Thousand Dollars (\$345,000.00)** from APR Income Tax Fund, 273, T.C. 500, for said Project #349.

SECTION II: This Ordinance shall be in full force and effect upon its passage and approval by the Mayor.

President of Council

ATTEST:

APPROVED:

Clerk of Council

Mayor

0-51-26

Introduced by Paul Isherwood, Chair
City & Safety Services Committee

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A 2026-2028 PARTNERSHIP AGREEMENT WITH THE ATHENS COUNTY COMMISSIONERS AS APPLICANT AND GRANTEE, IF FUNDED, FOR SUBMISSION OF AN APPLICATION TO THE OFFICE OF COMMUNITY DEVELOPMENT, OHIO DEPARTMENT OF DEVELOPMENT (ODOD) FOR THE COMMUNITY HOUSING IMPACT AND PRESERVATION PROGRAM (CHIP); AND DECLARING AN EMERGENCY.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATHENS, OHIO:

SECTION I: The Mayor is hereby authorized to enter into a 2026-2028 partnership agreement with the Athens County Commissioners as applicant and grantee, if funded, a copy of which is attached hereto and incorporated herein by reference, for submission of an application to the Office of Community Development, Ohio Department of Development (ODOD) for the Community Housing and Impact and Preservation Program (CHIP) grant.

SECTION II: This Ordinance shall be an emergency measure necessary for the preservation of the health, welfare and safety of the residents of the City of Athens, Ohio, in order to meet the June 24, 2026, ODOD grant application deadline, and it shall be in full force and effect upon its passage and approval by the Mayor.

President of Council

ATTEST:

APPROVED:

Clerk of Council

Mayor

2026-2029 Partnership Agreement For Athens County and the City of Athens Community Housing Impact and Preservation Program

- It is agreed by all jurisdictions that Athens County will serve as applicant and grantee for the partnership if funded. Athens County will be responsible to prepare and submit the 2026 CHIP application on behalf of the partnership.
- The partnership agreement is between Athens County and the City of Athens for the submission of a 2026 - 2029 (PY26) Community Housing Impact and Preservation Grant to the Ohio Department of Development, Office of Community Enhancements.
- This agreement will become effective upon signing by all parties. Partners will become part of the grantee's program for purposes of program planning, administration, regulatory compliance fiscal operation and all terms of the grant agreement. The partnership will remain in effect until all CHIP funds are expended and the funded activities are complete and the program has been officially closed out by the State of Ohio. Partners cannot terminate or withdraw from this partnership agreement while it remains in effect.
- The CHIP program is funded by the State of Ohio's allocation of CDBG, HOME and OHTF dollars.
- Funding levels and proposed outcomes are outlined in a distribution budget attached to this document. All funds are awarded to the grantee, not jurisdictions. A commitment of guaranteed grant funds to partners is prohibited.
- Program income will be retained by the jurisdiction in-which the income was received. Redistributing program income will be determined by the jurisdiction in which it was received.
- The Jurisdictions/partners within the partnership will be responsible and proactive to provide the grantee all required information needed for reporting purposes. The grantee will be responsible for compiling and submitting all reports. The grantee will be responsible for mortgage filing and will be responsible to maintain all files as required by the grant agreement after final closeout. The grantee will insure all records are maintained and are available for monitoring purposes.

- The grantee will be responsible to process pay requests and to draw funds for all jurisdictions in the partnership. Fiscal obligations will be the sole responsibility of the grantee for the entire partnership. The grantee will provide all partners quarterly or bi-annual reports to include fiscal expenditures/obligations and outcome status. Any shortcomings in expending funds or achieving outcomes in a jurisdiction will be addressed by the grantee. Should any partner or the grantee have concerns at any time during the grant period, a meeting with the grantee and jurisdictions will be held within 10 days of notice. The grantee will have final authority.
- The current City of Athens CHIP Policies and Procedures Manual will be adopted for this partnership.

Lenny Eliason, President, Athens County Commissioners Date

Steve Patterson, Mayor, City of Athens Date

APPROVED AS TO FORM:

Office of Keller Blackburn, Prosecutor Date
Athens County

PY 2026 Grant Fund Budget and Outcomes

Athens County

Admin	\$48,000
4- Owner Rehab	\$273,282
1- Rental Home Repair	\$26,218
2- Owner Home Repair	\$52,500
Total	\$400,000

City of Athens

Admin	\$42,000
1- Owner Rehab	\$76,718
1- Rental Rehab	\$85,000
5- Owner Home Repair	\$146,282
Total	\$350,000
Total Grant	\$750,000

0-52-26

Introduced by Jessica Thomas, Chair
Finance & Personnel Committee

AN ORDINANCE AMENDING THE 2026 APPROPRIATION ORDINANCE 120-25.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATHENS, OHIO:

SECTION I: The 2026 Appropriation Ordinance 120-25 is hereby amended by appropriating from the unappropriated balance the following sums:

One Hundred Twenty Thousand Dollars (\$120,000.00) to CDBG Fund, 248, T.C. 500, appropriated by 0-36-25 for the Columbus Road Lift Station, Project #359, but not encumbered;

Fifteen Thousand Dollars (\$15,000.00) to Parking Garage Fund, 730, T.C. 300, to cover electric costs, and increasing the total appropriations by said amounts.

SECTION II: This Ordinance shall be in effect and full force upon passage and approval by the Mayor.

President of Council

ATTEST:

APPROVED:

Clerk of Council

Mayor

0-53-26

Introduced by Jessica Thomas, Chair
Finance & Personnel Committee

AN ORDINANCE AMENDING ORDINANCE 09-19; CREDIT CARD POLICY.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATHENS, OHIO:

SECTION I: Ordinance 09-19, Credit Card Policy, Types of Expenses, Allowed Expenses, is hereby amended to include Convenience Fees, a copy of the updated policy is attached hereto and incorporated herein by reference.

SECTION II: This Ordinance shall be in full force and effect at the earliest moment permitted by law upon its passage and approval by the Mayor.

President of Council

ATTEST:

APPROVED:

Clerk of Council

Mayor

ATHENS CITY CREDIT CARD ACCOUNT POLICIES AND PROCEDURES

PURPOSE

The Athens City Council through Ordinance **0-09-19** established a Credit Card Account Policy per the **O.R.C. as amended by House Bill 312**. This policy and procedures is intended to ensure that appropriate internal controls are established within each department procuring with credit card accounts so that they are used for authorized purposes only.

SCOPE

As used in this policy and procedures “**Credit card account(s)**” means any bank issued credit card account, store-issued credit card account, financial depository issued credit card account, affinity credit card account, or any other card account allowing the holder to purchase goods or services on credit or to transact with the account, and any debit or gift card account related to the receipt of grant moneys. “**Credit Card Account(s)**” does not include a procurement card account, gasoline or telephone credit card account, or any other card account where merchant category codes are in place as a system of control for the use of the card account.

This policy strictly prohibits the use of debit card accounts for any purpose other than law enforcement purposes and debit accounts related to the receipt of grant money.

OFFICERS AND POSITIONS AUTHORIZED TO USE A CREDIT ACCOUNT

- Mayor
- Auditor
- Treasurer
- Law Director
- Department Heads (as approved by the Service Safety Director)
- Council President
- Municipal Court Judge

TYPES OF EXPENSES

Prohibited Expenses:

The following purchases are strictly prohibited:

- Alcoholic beverages
- Personal purchases
- Cash advances
- Items or services on term contracts unless approved by the auditor

- Uniforms
- Utility Payments
- Phone and Wireless Service
- Maintenance agreements unless approved by the auditor
- Individual Meals
- Purchases not related to the business of the City

Allowed Expenses:

- **Travel/Training** - Expenditures related to travel and training such as registration, accommodations, parking, and airline tickets.
- **Supplies** – If not available through a purchase order or in emergency situations. Food for group events or for emergency situations.

Parking Charges

- Parking charges will only be covered with a receipt stating the charge. The date on the parking receipt must match the approved travel dates on the Travel/Training form.

Convenience Fees

- Fees incurred for a purchase that has no other payment options will be considered an allowable expense.
- Fees incurred for a purchase that has other payment options will not be considered an allowable expense.

PROCEDURE FOR ACQUISITION, USE AND MANAGEMENT OF A CREDIT CARD ACCOUNT

ACQUISITION OF AN ACCOUNT

The procedure for establishing a credit card account or a store-issued credit card account is as follows:

- 1) Only a Department Head or Elected Official may request to open a credit card account or a store-issued credit card account.
 - (a) **DEPARTMENT HEAD** – Submit request to Service Safety Director. Service Safety Director approves and sends to Auditor for final approval.
 - (b) **ELECTED OFFICIAL** – Submit request to Auditor for approval.
- 2) The Auditor is responsible for processing the application, including signing the application and assigning the credit limit.
- 3) The legislatively appointed compliance officer may not authorize an officer or employee to establish a credit card account or a store-issued credit card account.

- 4) The name of the City of Athens must appear on each presentation instrument related to the account including all cards and checks.
- 5) The department head, or their designee, will report the new credit card account to the compliance officer.

USE AND MANAGEMENT OF AN ACCOUNT

- 1) Before any purchases are made, the department head, or their designee, should verify that a purchase order has been approved for the related expenses. If the card will be used for travel and registration, a Travel/Training Expense form must be approved.
- 2) Employees should make every effort to ensure that purchases do not include sales tax. Tax-exempt certificates are available through the Auditor's office. Sales tax may be paid for minimal expenditures from one time vendors who refuse the exemption, but sales tax should not be paid where the purchases are for more substantial expenditures. The official and employee may be personally responsible for payment of sales tax. Exceptions will be made for online vendors who do not recognize our tax-exempt status.
- 3) Officers and employees are responsible for all charges made to the card. Detailed **itemized** receipts for each charge on the account must be retained and attached to the voucher. A printed copy of the completed online purchase must be provided for all online purchases.
- 4) Detailed receipts must be retained and promptly given to the employee's department head, or their designee. Failure to provide receipts will result in the employee's responsibility for the charges.
- 5) Monthly statements will be sent to the main account holder/department.
 - a) Upon receipt of the statement the receipts will be matched to the detailed charges and vouchered per the Auditor's office vouchering procedure.
 - b) Any items that do not have a receipt will be the personal responsibility of the card user.
 - c) Bills will be vouchered and paid in a timely manner to not incur late charges/fees.
 - i) If late fees are incurred it is the responsibility of the department head, or their designee, to request the charges removed.
 - ii) The payment of late fees on habitually tardy bills will become the responsibility of the department head, or their designee.
- 6) Card statements are reviewed monthly by the Auditor's office for unauthorized charges and other discrepancies.

Credit cards are to be returned to the City immediately upon ending employment.

Quarterly, all departments with credit card accounts must report the following information to the compliance officer and the legislative authority.

1. Lost or stolen cards
2. Cards and accounts issued during the quarter
3. Number of active cards and accounts
4. Expiration dates of all cards
5. Credit limits for all cards
6. Incentives/Rewards

PROCEDURE FOR CREDIT CARD ISSUANCE, REISSUANCE AND CANCELLATION

Employees are required to sign the "Credit Cardholder Agreement" (attachment A) prior to issuance of a credit card. This will be monitored by the department head or their designee.

The City Auditor is authorized to revoke the use of any credit card issued and immediately require the surrender of the credit card.

Once a card is determined as unnecessary/unneeded the following steps must be taken:

1. The department head is required to inform the SSD and the Auditor of the unneeded card.
2. The department head needs to contact the issuing bank and request that the card be canceled.
3. Once the card is canceled it should be destroyed.
4. The department head, or their designee, will report the canceled card to the compliance officer and the legislative authority on their quarterly report.

REISSUANCE – Lost or stolen cards will be reviewed for reissuance based on circumstances.

REPORTING LOSS OR STOLEN CARD

Lost or stolen cards must be immediately reported to the department head, or their designee. Once reported, the department head, or their designee, will call the bank or store, and the Auditor's office to report the card as lost or stolen.

MAXIMUM CREDIT LIMIT

Credit card limits should not exceed \$5,000.00.

INCENTIVE PROGRAMS/REWARDS

Any incentives/rewards derived by the use of the City's credit card will be the property of the City. All incentive/rewards must be reported to the compliance officer quarterly.

PERIODIC REVIEW

Compliance Officer/Legislative Authority Reporting

The legislative authority shall appoint a compliance officer. The compliance officer may not use a credit card account and may not authorize an officer or employee to use a credit card account. The compliance officer and the legislative authority at least quarterly must review the number of cards and accounts issued, the number of active cards' and accounts' issued, the cards' and accounts' expiration dates, and the cards' and accounts' credit limits.

The city auditor must present monthly to the legislative authority credit card account transaction detail from the previous month. The legislative authority must review the credit card account transaction detail and the presiding officer of the legislative authority must sign an attestation stating the legislative authority reviewed the credit card transaction detail.

The city auditor, or a designee, annually must file a report with the legislative authority detailing all rewards received based on the use of the municipal corporation's credit card account.

State Auditor Reporting

Annually the Auditor's Office shall file a report with the Auditor of State detailing all rewards received by the City based on the use of a credit card account.

(The Auditor of State shall promulgate rules detailing the manner in which a city shall report to the Auditor of State rewards received by the city for the use of accredit card account.)

ATTACHMENT A
CITY OF ATHENS
CREDIT CARDHOLDER AGREEMENT

Requirements for use of a Municipal Credit Card (including store credit):

- 1) The credit card is to be used only to make purchases at the request of, and for the legitimate business benefit of, The City of Athens, Ohio.
- 2) The credit card must be used in accordance with the provisions of the Credit Card Policy and Procedures established by the City of Athens, Ohio, as attached hereto.

Violations of these requirements may result in revocation of use privileges. Employees found to have inappropriately used the credit card will be required to reimburse the City of Athens for all costs associated with such improper use through direct payment or payroll deduction. Disciplinary action(s) may be taken up to and including termination. The City of Athens will investigate and commence, in appropriate cases, criminal prosecution against any employee found to have misused the credit card or who violates the provisions of the cardholder agreement.

Credit Card Account Number: _____

Received by: _____

NAME (Please Print)

I acknowledge receipt of the attached Credit Card Policy and Procedures and agree to abide by said Policy and Procedures.

Signature: _____

Date: _____

(Below, for City Use Only)

CREDIT CARD RETURNED

Authorized Signature: _____

Date: _____

0-54-26

Introduced by Beth Clodfelter, Chair
Transportation Committee

AN ORDINANCE AMENDING ORDINANCE 14-23; AUTHORIZING AN INCREASED EXPENDITURE FOR THE WEST WASHINGTON SIDEWALK AND SAFETY IMPROVEMENTS, PROJECT (#335).

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATHENS, OHIO:

SECTION I: Section II of Ordinance 14-23 is hereby amended to read as follows:

Section III: The Service-Safety Director is hereby authorized to expend up to ~~Two Hundred Twenty Thousand Dollars (\$220,000.00)~~ **Two Hundred Twenty-Two Thousand Three Hundred Dollars (\$222,300.00)** as follows: One Hundred Thirty-Two Thousand **Three Hundred Dollars (\$132,300.00)** ~~(\$130,000.00)~~ from CDBG Fund, 248, T.C. 500; and Ninety Thousand Dollars (\$90,000.00) from Street Fund, 220, T.C. 500, for said Project (#335).

SECTION II: This Ordinance shall be in effect and full force upon its passage and approval by the Mayor.

President of Council

ATTEST:

APPROVED:

Clerk of Council

Mayor