



AGENDA
ATHENS CITY COUNCIL
MONDAY, JUNE 8, 2026
7:00 PM

e-mail: dwalker@ci.athens.oh.us

Streaming is available at <https://www.ci.athens.oh.us/802/Castus>

COMMITTEE OF THE WHOLE:

- Accessibility and ADA Briefing
- Council Rule 13, Public Speaks (amend)

TRANSPORTATION COMMITTEE:

- 2026 Street Paving (update)
- Parking Garage Renovation Project, next phase (Park and Go Module, a self-service portal)

FINANCE & PERSONNEL COMMITTEE:

-Appropriations

- (\$7,500) 4th of July Celebration
- (\$3,500) to General Fund, Treasurer, to purchase a computer
- (\$31,788.21) to Sewer Fund, supplies, to replace money transferred to cover the cost of a property tax bill for the WWTP

-Then & Now Certificate

- (\$14,300) to Aquafinity, for leisure pool pipe repair

4. SPECIAL SESSION

5. ORDINANCES FOR THIRD 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

0-53-26

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

6. ORDINANCES FOR SECOND READING:

0-55-26

AN ORDINANCE AMENDING ORDINANCE 121-25; AUTHORIZING 2026 STAFFING

LEVELS.

Introduced by the Finance & Personnel Committee

0-56-26

AN ORDINANCE AMENDING ORDINANCE 122-25; 2026 NON-UNION COMPENSATION, AUTHORIZED PAY GRADES.

Introduced by the Finance & Personnel Committee

0-57-26

AN ORDINANCE AMENDING ORDINANCE 117-24, A FRINGE BENEFITS PACKAGE FOR NON-UNION PERSONNEL WITHIN THE CITY OF ATHENS.

Introduced by the Finance & Personnel Committee

0-58-26

AN ORDINANCE AMENDING THE 2026 APPROPRIATION ORDINANCE 120-25.

Introduced by Council Member Thomas

0-59-26

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR TO ENTER INTO AN LPA/FEDERAL LOCAL-LET PROJECT AGREEMENT WITH THE STATE OF OHIO, DEPARTMENT OF TRANSPORTATION, FOR MAJOR REHABILITATION OF THE STATE ROUTE 682/33 PROJECT; AND DECLARING AN EMERGENCY.

Introduced by Council Member Clodfelter

0-60-26

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR TO ADVERTISE AND ACCEPT BIDS, WHERE NECESSARY, AND ENTER INTO CONTRACT(S) FOR CONSTRUCTION OF WESTSIDE SIDEWALKS 2024 CDBG, PROJECT #396.

Introduced by Council Member Clodfelter

0-61-26

AN ORDINANCE AMENDING ORDINANCE 31-26; AUTHORIZING THE SERVICE-SAFETY DIRECTOR TO CLOSE STREETS IN THE UPTOWN AREA FOR 2026 SPECIAL EVENTS; AND TO CHANGE REQUESTED DATES OR CANCEL THE EVENTS, AS NECESSARY.

Introduced by Council Member Clodfelter

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.

0-45-26

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

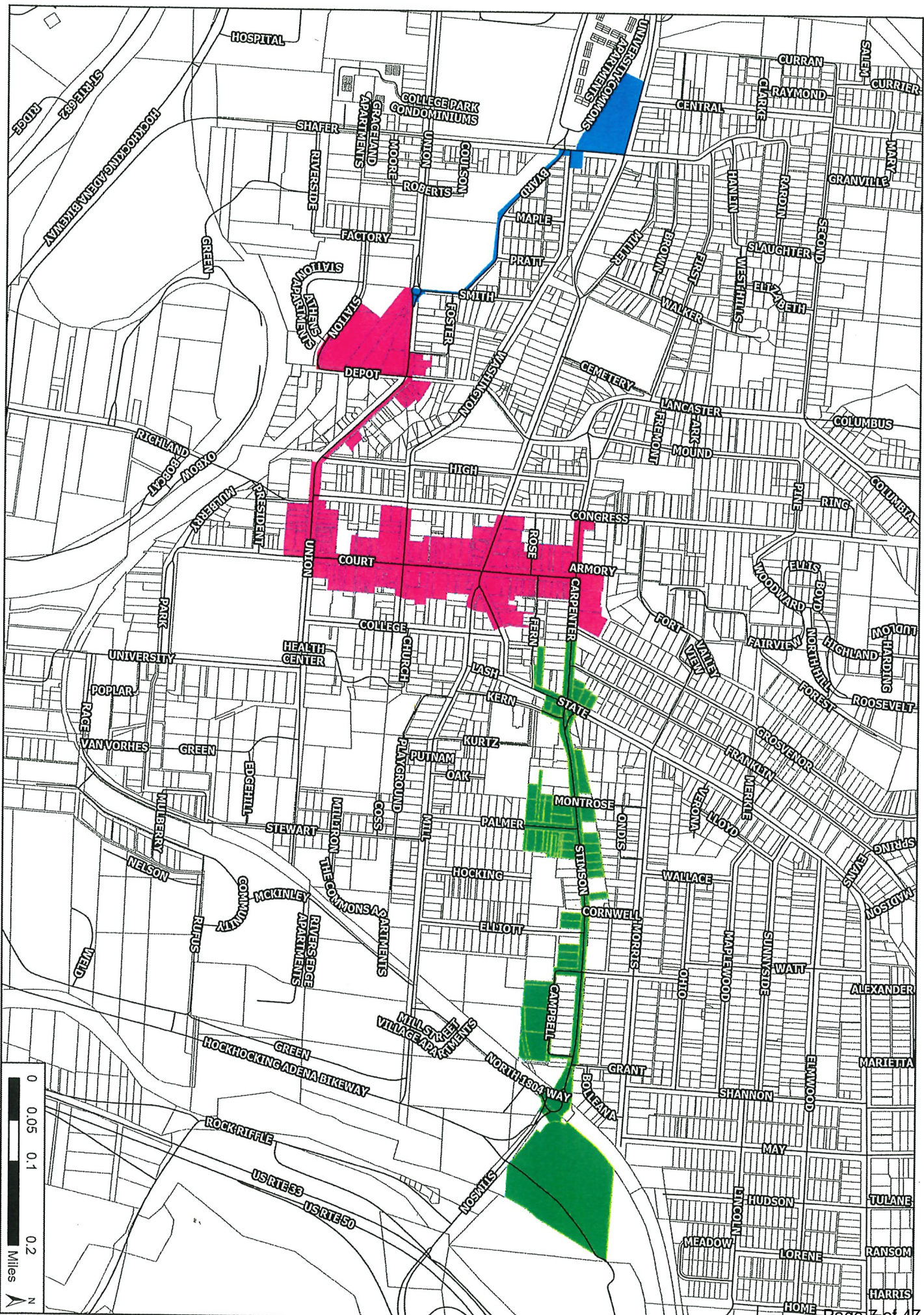
ATTEST:

APPROVED:

Clerk of Council

Mayor

Proposed 2026 DORA Expansion



DORA Expansions

- Original, 2021
- Stimson, 2024

■ Westside, 2026



DORA Addresses

2021 – Original DORA Boundaries

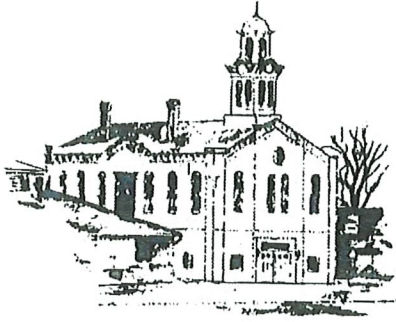
Street	Address Range	Even/Odd
South Court Street	1 - 50	Even & Odd
South Court Street	63 - 67	Odd
North Court Street	1 - 88	Even & Odd
West Union Street	1 - 30	Even & Odd
West Union Street	32 - 128	Even
East Union Street	10 - 20	Even
East Washington Street	7 - 24	Even & Odd
West Washington Street	13 - 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.

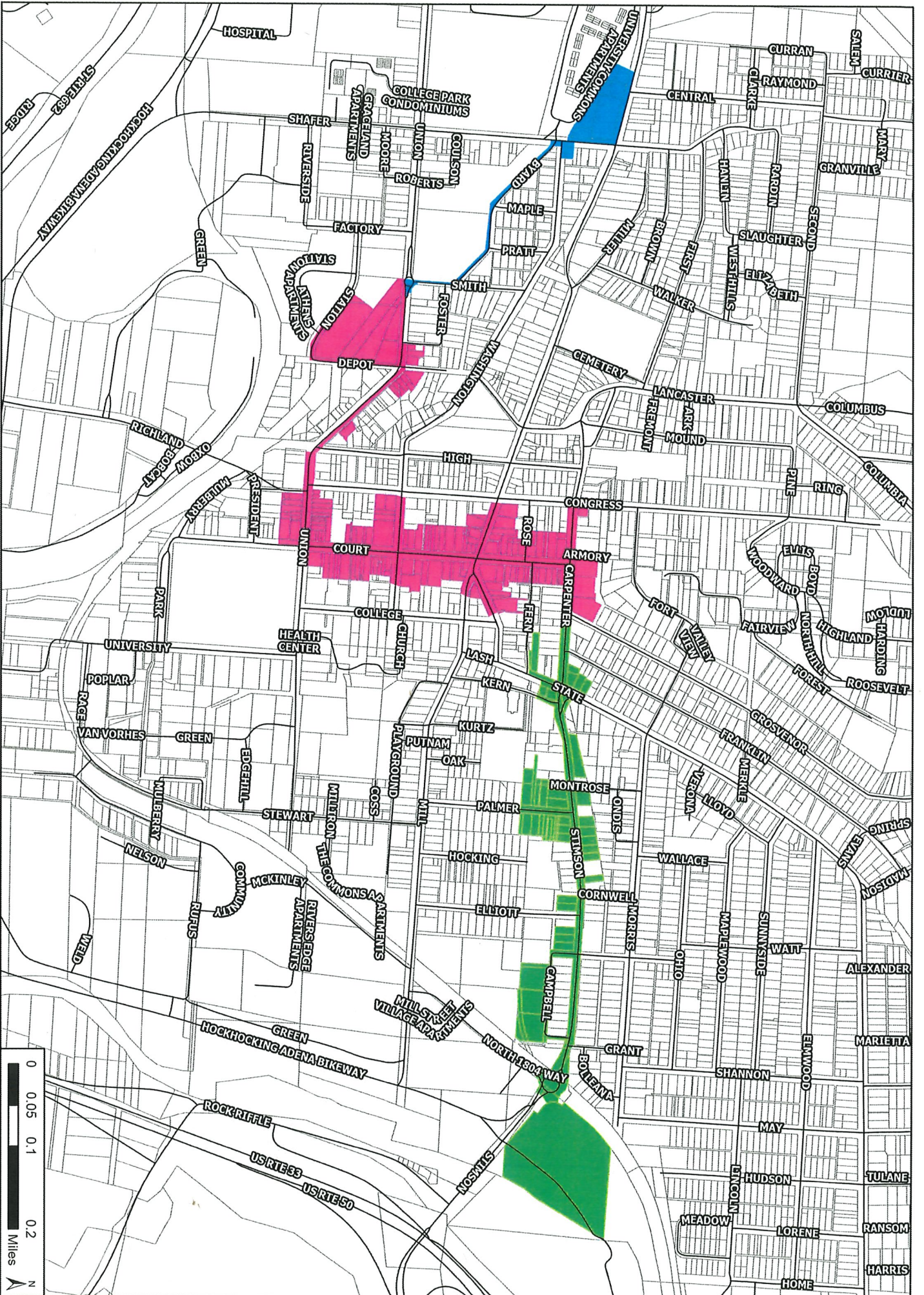
President of Council

ATTEST:

APPROVED:

Clerk of Council

Mayor

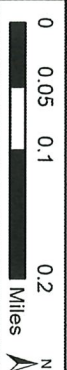


Proposed 2026 DORA Expansion

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

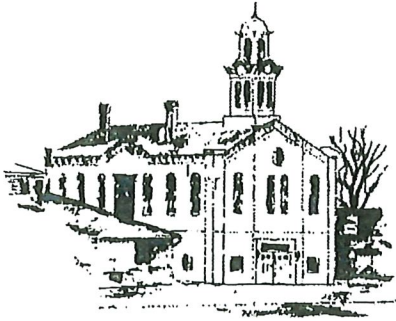
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West Union Street	32 - 128	Even
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East Washington Street	7 - 24	Even & Odd
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West Carpenter Street	2 - 32	Even & Odd
Station Street	2 - 18	Even
Depot 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

0-53-26

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

0-55-26

Introduced by the Finance & Personnel Committee

AN ORDINANCE AMENDING ORDINANCE 121-25; AUTHORIZING 2026 STAFFING LEVELS.

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

SECTION I: Ordinance 121-25, authorized 2026 staffing levels, are hereby amended to read as attached hereto and incorporated herein by reference.

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

2026 FUND	DEPARTMENT	POSITION	F.T.E.
101.101 General	Mayor	Executive Assistant (Mayor)	1
101.101 General	Mayor	Human Resources Coordinator	1
101.101 General	Mayor	Executive Assistant (SSD)	1
101.101 General	Mayor	Human Resources Director	1
101.101 General	Mayor	Deputy Service-Safety Dir.	0.7
101.101 General	Mayor	Service-Safety Director	1
101.101 General	Mayor	City Planner	1
101.101 General	Mayor	Community Engagement and Accessibility Coordinator	1
101.102 General	Auditor	Executive Administrator	1
101.102 General	Auditor	Account Administrator I	1
101.102 General	Auditor	Deputy Auditor	1
101.102 General	Auditor	Income Tax Administrator	2
101.104 General	Law Director	Legal Sec'y I	1
101.104 General	Law Director	Legal Sec'y II	1
101.104 General	Law Director	Prosecutor	2
101.104 General	Law Director	Asst. Law Director	1
101.105 General	Council	Government Channel Director	1
101.105 General	Council	Clerk of Council	1
101.105 General	Council	TGC Technician	1
101.105 General	Council	Production Specialist	0.73
101.106 General	Muni. Court	Clerk of Court	0.6
101.106 General	Muni. Court	Probation Officer	0.5
237.106 DUI Court	Muni. Court	Probation Officer	0.5
237.106 DUI Court	Muni. Court	Diversion Program Coordinator/Specialized Docket Coordinator	0.5
232.106 Underage Drinkers	Muni. Court	Diversion Program Coordinator	1
101.106 General	Muni. Court	Diversion Program Coordinator/Specialized Docket Coordinator	0.5
101.106 General	Muni. Court	Court Administrator	1
101.106 General	Muni. Court	Court Reporter	1
101.106 General	Muni. Court	Court Security	1
101.112 General	Lands & Bldgs.	Custodian	3
101.112 General	Lands & Bldgs.	Building Projects Supervisor	1
101.112 General	Lands & Bldgs.	Building Projects Technician	1
101.112 General	Lands & Bldgs.	Electrician Trainee	0.5
101.112 General	Lands & Bldgs.	Electrician	0.5
101.112 General	Lands & Bldgs.	Groundskeeper	2
101.207 General	Police	Data Entry Operator	1
101.207 General	Police	Communication Officer	4
101.207 General	Police	Lieutenant	6
101.207 General	Police	Patrol Officer	19
101.207 General	Police	Social Worker (Grant)	1
101.207 General	Police	Police Captain	1
101.207 General	Police	Police Chief	1
101.207 General	Police	Administrative Assistant II	1
101.208 General	Fire	General Secretary	1
101.208 General	Fire	Fire Chief	1
101.208 General	Fire	Captain	1

2026 FUND	DEPARTMENT	POSITION	F.T.E.
101.208	Fire	Firefighter	18
			sunset to 15 through attrition
101.208	Fire	Lieutenant	6
101.351	Code	General Secretary	0.5
101.351	Code	Administrative Assistant	1
101.351	Code	Code Inspector	4
101.351	Code	Dir.Dev. Enforcement, Facilities	0.75
101.351	Code	Development Specialist	0.73
101.351	CODE	ENVIRONMENTAL TECHNICIAN	0.25
101.351	Code	Assistant Director of Development, Enforcement and Facilities	1
101.718	Parking Enforcement	Parking Enforcement Officer	\$ 4
101.718	Parking Enforcement	Data Entry Operator, Parking	1
210.115	Cemetery	Cemetery Maintenance	0.73
210.115	Cemetery	Cemetery Maintenance	0.73
210.115	Cemetery	Cemetery Maintenance	0.365
210.115	Cemetery	Labor Supervisor	0.1
220.717	Street	City Engineer/Dir. of Public Works	0.30
220.717	Street	Asst. City Engineer	0.30
220.717	Street	Asst. Director Public Works	0.30
220.717	Street	Project Assistant	0.30
220.717	Street	Maint Tech/Trainee/Laborer	10
220.717	Street	Labor Supervisor	1
220.717	Street	Electrician Trainee	0.5
220.717	Street	Electrician	0.5
220.717	Street	Project Inspector	0.35
220.717	Street	Administrative Coordinator	0.30
220.717	Street	Director	0.5
270.940	Recreation	Assistant Director	0.5
270.940	Recreation	Program Specialist - APR	0.5
270.940	Recreation	Program Specialist - Arts	0.5
270.940	Recreation	Program Specialist - Athletics and Fitness Programming	0.25
270.940	Recreation	Rec. Maint. Specialist	2
270.940	Recreation	Custodian	0.25
270.940	Recreation	Labor Supervisor	0.9
271.940	Community Center	Director	0.5
271.940	Community Center	Assistant Director	0.5
271.940	Community Center	Program Specialist - Childcare	1
271.940	Community Center	Program Specialist - APR	0.5
271.940	Community Center	Program Specialist - Arts	0.5
271.940	Community Center	Program Specialist - Athletics and Fitness Programming	0.75
271.940	Community Center	Operations Specialist	4
271.940	Community Center	Custodian	1.75
740.635	Maintenance	Maint Tech/Trainee/Laborer	5
740.635	Maintenance	Labor Supervisor	1
740.636	Administration	Deputy Service-Safety Dir.	0.1
740.636	Administration	Account Admin. I (Util. Bill.)	0.35
740.636	Administration	Account Admin. II (Util. Bill.)	0.35
740.636	Administration	City Engineer/Dir. of Public Works	0.35
740.636	Administration	Asst. City Engineer	0.35

2026 FUND	DEPARTMENT	POSITION	F.T.E.
740.636 Water	Administration	Project Assistant	0.35
740.636 Water	Administration	Administrative Coordinator	0.35
740.636 Water	Administration	Asst.Dir. Of Public Works	0.35
740.636 Water	Administration	Meter Reader	4 0.5
740.637 Water	Treatment Plant	Project Inspector	0.35
740.637 Water	Treatment Plant	Lab Technician	4 0.5
740.637 Water	Treatment Plant	Oper/PI Mech/Relief Oper/PI Mech	8
740.637 Water	Treatment Plant	Master Mechanic	1
740.637 Water	Treatment Plant	Plant Manager	1
740.637 WATER	TREATMENT PLANT	ENVIRONMENTAL TECHNICIAN	0.25
750.635 Sewer	Maintenance	Maint Tech/Trainee/Laborer	5
750.635 Sewer	Maintenance	Labor Supervisor	1
750.636 Sewer	Administration	Administrative Coordinator	0.35
750.636 Sewer	Administration	Deputy Service-Safety Dir.	0.1
750.636 Sewer	Administration	Account Admin. I (Util.Bill.)	0.35
750.636 Sewer	Administration	Account Admin. II (Util.Bill.)	0.35
750.636 Sewer	Administration	City Engineer/Dir. of Public Works	0.35
750.636 Sewer	Administration	Asst. Dir. Of Public Works	0.35
750.636 Sewer	Administration	Asst. City Engineer	0.35
750.636 Sewer	Administration	Project Assistant	0.35
750.636 Sewer	Administration	Meter Reader	4 0.5
750.637 Sewer	Treatment Plant	Project Inspector	0.3
750.637 Sewer	Treatment Plant	Lab Technician	4 0.5
750.637 Sewer	Treatment Plant	Oper/PI Mech/Relief Oper/PI Mech	7
750.637 Sewer	Treatment Plant	Master Mechanic	1
750.637 Sewer	Treatment Plant	Plant Manager	1
750.637 SEWER	TREATMENT PLANT	ENVIRONMENTAL TECHNICIAN	0.25
755.637 STORM SEWER	MAINTENANCE	ENVIRONMENTAL TECHNICIAN	0.25
760.636 Sanitation	Administration	Account Admin. I (Util.Bill.)	0.3
760.636 Sanitation	Administration	Account Admin. II (Util.Bill.)	0.3
760.636 Sanitation	Administration	Deputy Service-Safety Dir.	0.1
760.636 Sanitation	Administration	Solid Waste Control	2
760.636 Sanitation	Administration	General Secretary	0.5
865.645 Int. Service	Int. Service	Master Mechanic	2
865.647 Internal Svc.	Internal Svc.	IT Technician	1
865.647 Internal Svc.	Internal Svc.	System Admin.	1
	TOTAL		178.64

PART-TIME AND SEASONAL EMPLOYEES

FUND	DEPARTMENT	POSITION	NUMBER	HOURLY RATE
101.101 General	Mayor	Intern	4	\$12.00-\$2.50 above
101.102 General	Auditor	Intern	1	\$12.00-\$2.50 above
101.104 General	Law Director	Intern	2	\$12.00-\$2.50 above
270.940 Recreation	Recreation	Intern	1	\$12.00-\$2.50 above
101.105 General	Council	Aides	4	\$12.00-\$2.50 above
101.112 Lands & Bld.	Lands & Buildings	Lands & Building Maintenance	1	\$12.00-\$2.50 above
101.112 General	Lands & Buildings	Seasonal Worker	1	\$12.00-\$2.50 above
101.112 General	Lands & Buildings	Seasonal Landscaper	1	\$12.00-\$2.50 above
101.115 General	Cemetery	Seasonal Worker	1	\$12.00-\$2.50 above
101.207 General	Police	Aux. Officer Non-Sworn	2	Starting pay is \$1.00 less than a FT Patrol Off. \$12.00-\$2.50 ABOVE
101.351 General	Code	Intern	1	Starting pay for FT Patrol Off.
101.207 General	Police	Aux.Officer "Active"	10	Starting pay for FT Patrol Pff.
101.207 General	Police	Aux.Officer "Call-In"	10	Starting pay for FT Patrol Off.
101.207 General	Police	Aux. Dare Officer	1	Up to \$350 per event day
101.207 General	Police	Aux. Major Events	50	\$12.00 - \$2.50 above
101.207 General	Police	Intern	1	\$12.00 - \$2.50 above
101.208 General	Fire	Intern	1	\$12.00 - \$2.50 above
220.717 Street	Street	Intern	2	\$12.00 - \$2.50 above
220.717 Street	Street	Intern	2	\$12.00 - \$2.50 above
270.940 Recreation	Recreation	Seasonal Worker	8	\$12.00 - \$2.50 above
740.637 Water	Water	Seasonal Worker	5	\$12.00 - \$2.50 above
740.637 Water	Treatment Plant	Seasonal Worker	1	\$12.00 - \$2.50 above
740.637 Water	Treatment Plant	Seasonal Worker	1	\$12.00 - \$2.50 above
750.637 Sewer	Treatment Plant	Intern	1	\$12.00 - \$2.50 above
750.637 Sewer	Treatment Plant	Seasonal Worker	1	\$12.00 - \$2.50 above
865.647 Int.Service	Int.Service	IT Intern	1	\$12.00 - \$2.50 above

Arts/Recreation Fund
Community Center Fund

DEPARTMENT	POSITION	RATE
A,P & R	Pool Attendants,Preschool Aides,	\$12.00 - \$2.50 above
A,P & R	Day Care/Camp Instructors, Fitness	\$12.00 - \$2.50 above
A,P & R	Supervisor, Building & League Supvs.	\$12.00 - \$2.50 above
A,P & R	Youth Referee, Score Keepers	\$12.00 - \$2.50 above
A,P & R	Lifeguards	\$13.00 - \$2.50 above
A,P & R	Head Life Guard(s)	\$13.00 - \$2.50 above
A,P & R	Lead Life Guard	\$13.00 - \$2.50 above
A,P & R	Head Pool Attendant	\$13.00 - \$2.50 above
A,P & R	Lead pool Attendant	\$12.00 - \$2.50 above
A,P & R	Programs Coordinator	\$14.00 - \$3.00 above
A,P & R	Personal Trainer	\$12.00 - \$2.50 above
A,P & R	Pre School Teacher	\$12.00 - \$2.50 above

Number of employees for each position will vary to meet program needs

0-56-26

Introduced by Finance & Personnel Committee

AN ORDINANCE AMENDING ORDINANCE 122-25; 2026 NON-UNION
COMPENSATION, AUTHORIZED PAY GRADES.

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

SECTION I: Ordinance 122-25, 2026 Non-Union Compensation, authorized
Pay Grades, is hereby amended to read as attached hereto and incorporated herein
by reference.

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

City of Athens PAY GRADES

Pay Grade	MIN	MID	MAX	Title(s)
1	\$16.29	\$19.15	\$22.01	General Secretary; Legal Secretary I; Data Entry Operator; Receptionist
2	\$17.77	\$20.87	\$23.98	Operations Specialist; Project Assistant; Legal Secretary II; Probation Officer
3	\$19.37	\$22.75	\$26.14	Administrative Assistant II; Account Administrator I (Utilities Billing); Production Specialist (TGC); Executive Assistant (Mayor)
4	\$21.12	\$24.81	\$28.50	IT Technician; TGC Technician; Solid Waste Control Inspector; Building Projects Technician; Administrative Coordinator (E/PW); Executive Assistant (SSD); Court Security; Court Administrator; Court Reporter; Diversion Program Coordinator
5	\$23.01	\$27.03	\$31.06	Account Administrator I (Auditor); Executive Administrator (Auditor) Account Administrator II (Utilities Billing); Program Specialist (Arts); Program Specialist (APR); Program Specialist (Sports and Fitness); Project Specialist (Childcare); Human Resources Coordinator; Community Engagement and Accessibility Coordinator
6	\$25.08	\$29.47	\$33.86	Social Worker, Project Inspector; Income Tax Administrator; IT System Administrator; ENVIRONMENTAL TECHNICIAN; LAB TECHNICIAN
7	\$27.34	\$32.81	\$38.28	Building Project Supervisor; Clerk of Council*; Lab Technician ; Labor Supervisor (APR); Labor Supervisor (Sewer, Street, Water)
8	\$29.80	\$35.76	\$41.72	Assistant Director of Public Works; Assistant Director (APR); Assistant Director of Development Enforcement
9	\$32.48	\$38.97	\$45.47	; Fire Captain; Police Captain; Assistant City Engineer; WTP Manager; WWTP Manager; City Planner
10	\$35.40	\$43.37	\$51.34	Human Resources Director; Deputy Auditor; APR Director; Director of Code Enforcement; Government Channel Director; Deputy Service Safety Director; Prosecutor
11	\$38.59	\$47.28	\$55.97	City Engineer/Director of Public Works; Fire Chief; Police Chief; Assistant Law Director
12	\$41.79	\$50.66	\$59.54	Service Safety Director

* This position is a direct appointment of Council, and is exempt from coverage under FLSA [per FLSA § 3(e)(2)(C)(i)(II)]. Due to the critical nature of this position, it is the Consultant's recommendation it be placed in Pay Grade 7.

Class II Operator \$40.00 per pay period
Class III Operator \$76.00 per pay period

Employees hired or re-hired on or after January 1, 2002, will not be eligible to receive professional license and/or education incentive pay.

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

0-58-26

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 decreasing General Fund, Police, 101.207, T.C. 500, capital, by Thirty Thousand Dollars (\$30,000.00), and increasing General Fund, Police, 101.207, T.C. 300, professional services, by the same amount, for leased vehicles, and decreasing and increasing the total appropriations by said amount.

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

0-59-26

Introduced by Beth Clodfelter, Chair
Transportation Committee

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR TO ENTER INTO AN LPA/FEDERAL LOCAL-LET PROJECT AGREEMENT WITH THE STATE OF OHIO, DEPARTMENT OF TRANSPORTATION, FOR MAJOR REHABILITATION OF THE STATE ROUTE 682/33 PROJECT; AND DECLARING AN EMERGENCY.

WHEREAS, in accordance with the ODOT Policy for Local Public Agency Share, the City's local share will be approximately \$498,764;

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

SECTION I: The Service-Safety Director is hereby authorized to enter into an LPA Federal Local-Let Project Agreement. The ATH SR 682 project, PID Number 116811, for major rehabilitation using full depth pavement removal and replacement on State Route 682 in the City of Athens, a copy of the agreement and a map of the work area is attached hereto and incorporated herein by reference.

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 expedite the highway project and to promote highway safety, and that 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

PRELIMINARY LEGISLATION

(LPA-ODOT-Let Project Agreement)

(PARTICIPATORY)

Ordinance/Resolution # : _____

PID No. : 116811

County/Route/Section : ATH SR682 14.69

Agreement No: N/A

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

SECTION I – Project Description

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

Major rehabilitation using full depth pavement removal and replacement on State Route 682 in the City of Athens. Begin work at the enter Athens corporation limit and end work at the entrance to the Richland Avenue roundabout. Total length of work in the City of Athens is approximately 0.75 miles.

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

SECTION II – Consent Statement

Being in the public interest, the LPA gives consent to the Director of Transportation to complete the above described project as detailed in the LPA-ODOT-Let Agreement entered into between the parties, if applicable.

SECTION III – Cooperation Statement

The LPA shall cooperate with the Director of Transportation in the development and construction of the above described project and shall enter into a LPA Federal ODOT Let Project Agreement, if applicable, as well as any other agreements necessary to develop and construct the Project.

The LPA agrees to participate in the cost of the project construction and construction inspection.

The LPA further agrees to pay 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.

The LPA further agrees that change orders and extra work contracts required to fulfill the construction contracts shall be processed as needed. The State shall not approve a change order or extra work contract until it first gives notice, in writing, to the LPA. The LPA shall contribute its share of the cost of these items in accordance with other sections herein.

The LPA further agrees to pay 100% of the cost to install and/or repair curb ramps at all necessary intersections to ensure compliance with the Americans with Disabilities Act.

SECTION IV Authority to Sign

The LPA hereby authorizes _____ of said _____ to
(Signature authority) (LPA-or its division, department or agency)
enter into and execute contracts with the Director of Transportation which are necessary to develop plans for and to complete the above-described project; and to execute contracts with ODOT pre-qualified consultants for the preliminary engineering phase of the Project.

Upon request of ODOT, the _____ is also empowered to execute any appropriate documents to
(Signature authority)
affect the assignment of all rights, title, and interests of the _____ to ODOT arising from any
(LPA)
agreement with its consultant in order to allow ODOT to direct additional or corrective work, recover damages due to errors or omissions, and to exercise all other contractual rights and remedies afforded by law or equity.

SECTION V – 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 VI – 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 VII-Emergency measure
(as applicable)

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

Passed: _____, 2_____.
(Date)

Attested: _____
(Clerk)

(Contractual Agent of LPA – title)

**CERTIFICATE OF COPY
STATE OF OHIO**

_____ of _____ County, Ohio
(LPA)

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

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

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

SEAL

(Clerk)

_____ of _____ County, Ohio
(LPA)

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



Area for the 2027 ODOT project on SR682



Google Maps

Imagery ©2026, Map data ©2026 Google 500 ft

0-60-26

Introduced by Beth Clodfelter, Chair
Transportation Committee

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR TO ADVERTISE AND ACCEPT BIDS, WHERE NECESSARY, AND ENTER INTO CONTRACT(S) FOR CONSTRUCTION OF WESTSIDE SIDEWALKS 2024 CDBG, PROJECT #396.

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

SECTION I: The Service-Safety Director is hereby authorized to advertise and accept bids, where necessary, and enter into contract(s), with the lowest and best bidder, for construction of Westside Sidewalks 2024 CDBG, Project #396.

SECTION II: The 2026 Appropriation Ordinance 120-25 is hereby amended by appropriating from the unappropriated balance the sum of One Hundred Twenty Thousand Dollars (\$120,000.00) to CDBG Fund, 248, T.C. 500, and increasing the total appropriations by said amount.

SECTION III: The Service-Safety Director is hereby authorized to expend up to One Hundred Twenty Thousand Dollars (\$120,000.00) from CDBG Fund, 248, T.C. 500, on said Project #396.

SECTION IV: 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

0-61-26

Introduced by Beth Clodfelter, Chair
Transportation Committee

AN ORDINANCE AMENDING ORDINANCE 31-26; AUTHORIZING THE SERVICE-SAFETY DIRECTOR TO CLOSE STREETS IN THE UPTOWN AREA FOR 2026 SPECIAL EVENTS; AND TO CHANGE REQUESTED DATES OR CANCEL THE EVENTS, AS NECESSARY.

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

SECTION I: Section I A. of Ordinance 31-26 is hereby amended to read as follows:

Section I:

A. Close designated streets to vehicular traffic in the City of Athens no earlier than 6:00 a.m. and no later than midnight, and maintain cross traffic wherever practicable, for the following events:

- International Street Fair, April 11, Union Street from Court to University Terrace
- Community Safety Event, April 17, Union Street from Congress to Court
- DORA Opening Event, May 16, West State Street from Congress to Court
- Porchfest Finale, May 17, Grant and a portion of Campbell, from Stimson to Campbell
- The Plains Lions Club Cruise-ins, June 6, July 31, and August 28, Court Street from Washington to State
- Pride Street Fair, June 6, Union Street from Congress to Court
- Back to the Bricks, June 9, Court Street from State to Carpenter
- Boogie on the Bricks, June 13, Court Street from Washington to State
- Fourth of July Celebration, July 4, Court Street from Washington to Carpenter, **Washington Street from the Parking Garage to Congress, and West State Street from Court to Congress**
- Ohio Brew Week, First Call, July 10, Court Street from Washington to State
- Ohio Brew Week, Last Call, July 18, Court Street from Washington to Carpenter

- Athens Community Arts & Music Festival, August 1, Union Street from Congress to Court
- Bounty on the Bricks, August 8, Court Street from Union to Washington
- Halloween Block Party, October 31, Court Street from Washington to Carpenter
- International King Midget Jamboree Cruise In, August 7, Court Street from Union to Washington

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