

AGENDA FOR PARKERSBURG CITY COUNCIL,
TUESDAY, MAY 14, 2019, 7:30 PM
SECOND FLOOR, COUNCIL CHAMBERS
MUNICIPAL BUILDING

- I. CALL TO ORDER – Council President, Mike Reynolds
- II. ROLL CALL
- III. MINUTES – Council meeting April 16, 2019
- IV. REPORTS FROM STANDING OR SPECIAL COMMITTEES
- V. MESSAGE FROM THE EXECUTIVE
- VI. PUBLIC FORUM
- VII. CITY COUNCIL FORUM
- VIII. RESOLUTIONS
 1. Resolution requesting approval from the State Auditor’s Office for our year-end revisions for our General Fund, Coal Severance Fund, User Fee Special Revenue Fund, Parking Fund, Parks and Recreation Fund, Sanitation Fund, and Parks and Recreation Capital Projects Fund. (Sponsored by Finance Committee)
- IX. ORDINANCE, FINAL READING:
 3. Ordinance amending Article 373, adding Section 373.17, Motorized Bicycle; and establishing a penalty in Section 373.99 (d) of not less than \$25.00 or more than \$100.00. (Amendment from City Council March 26, 2019) (Amendment April 16, 2019, fluorescent vest)
- X. ORDINANCE, FIRST READING:
 4. An ordinance amending the Personnel Policy and Procedure Manual, Table I, Certified Pool Operator Rate, \$0.48 increase in pay. (Councilmen Barber, Kuhl, McCrady, and Reed)
 5. An ordinance amending the Personnel Policy and Procedure Manual, Table I, six (6) reclassifications, recommended in Pay Study. (Sponsored by Committee of the Whole)
 6. An ordinance amending the Personnel Policy and Procedure, Table II, Section VII and VIII, salary ranges for Part-Time Professional Salaried Exempt Positions. (Committee of the Whole)
 7. An ordinance amending and reenacting portions of Article 1363, 1349, and 1350, relative to off-street parking (parking lots) to improve and beautify streetscapes, mitigate storm water runoff, and provide for the safety of pedestrians. (Sponsored by the Municipal Planning Commission)
- XI. ADJOURNMENT

April 16, 2019

The Council of the City of Parkersburg met in regular session Tuesday, April 16, 2019 at 7:30 PM in the Council Chambers on the second floor of the Municipal Building at One Government Square, Parkersburg.

The meeting was called to order by Council President, Mike Reynolds, who presided over the meeting.

The Clerk noted those members attending as Councilmen Dave McCrady, Sharon Kuhl, Bob Mercer, JR Carpenter, John Reed, Zach Stanley, Jeff Fox, and Mike Reynolds. Councilman Eric Barber was absent.

MINUTES –the clerk presented minutes from a budget meeting on March 18, 2019; a regular council meeting March 26, 2019; and a special council meeting held April 2, 2019. The minutes were approved as previously distributed by unanimous vote.

REPORTS FROM COMMITTEES – Councilman Stanley stated that the Finance Committee met recently and sent forth the resolution this evening concerning a pilot program for sidewalks in the business district.

MESSAGE FROM THE EXECUTIVE

Mayor Joyce introduced and welcomed the coaches and Champion swimmers of the Girls Swimming Team from Parkersburg High School; the coaches and basketball champions for winning the 2019 WV State Girls basketball from Parkersburg High School.

There were also members from Boy Scout Troop 129 attending for their Citizenship in the Community Award, with their leaders. Mayor Joyce introduced them and spoke briefly, and Fire Chief, Jason Matthews, also spoke to them, telling them he was an Eagle Scout when he was 17, and also served as a scout leader assistant.

Mayor Tom Joyce read a Proclamation for the Independent Order of Odd Fellows, who dedicate themselves to the promotion of good will among mankind and to the advancement and betterment of each city and community in which they exist. This is the 200th anniversary of the North American continent.

Mayor Joyce presented the proclamation to members attending.

PUBLIC FORUM – Kim VanRijn, 13th Street, reported on a clean-up in District 4 recently and thanked the Solid Waste Authority and the City, and many volunteers for their help. She announced a Pride pool party on May 5th at the Boys and Girls Club.

CITY COUNCIL FORUM – Councilman Carpenter also reported on a neighborhood cleanup in the Avery Historic District, and said these clean-ups make a difference in our City.

Councilwoman Kuhl also mentioned a clean-up done by the Warehouse Church on Garfield Avenue, and also from the Good Sheppard Church area in District #4. These clean-ups show pride in our City, she said, and invited people to volunteer with them.

Councilman Stanley announced that we broke ground for the Gold Star statute that will beautify our City Park, he said.

OLD BUSINESS

At 7:47 PM, President Reynolds opened the floor to give citizens an opportunity to offer objections to the City's budget for 2019-2020.

There were no comments and the hearing was declared closed at 7:49 PM.

STATE APPROVAL OF LEVY ESTIMATE

MOTION – Mr. Reed moved, seconded by Mr. Carpenter, to receive, file and approval the State Auditor's approval of the Levy Estimate, and the motion was adopted by unanimous vote.

MOTION – Mr. Reed moved, seconded by Ms. Kuhl, to lay the levy rates for 2019-2020, and the motion was adopted by unanimous vote.

RESOLUTION

WHEREAS many sidewalks within the business districts of the City of Parkersburg are in need of repair and relaying;

WHEREAS the cost of such repair and relaying can be substantial; and

WHEREAS the City is desirous of initiating a pilot program to aid the property owners in these areas in repairing and relaying the sidewalks along and abutting their properties:

NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the City initiate a pilot program to aid property owners within the City's business districts in the repair and relaying of sidewalks along City streets within those districts of the City of Parkersburg.

BE IT FURTHER RESOLVED that such program shall conform with the following:

1. All property owners participating in such program shall be required to pay all costs of materials utilized in the repair or relaying of the sidewalks abutting their property;

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2. All associated labor costs shall be shared between the property owner and the City of Parkersburg on a 50/50 basis;
3. Such program shall be conducted by the City as a City project as, when, and if funds become or are made available.
4. Participation in such program shall be denied to any applicant who is delinquent in paying any fees, taxes, interest or penalty thereon due to owing to the City.

MOTION – Mr. Stanley moved, seconded by Mr. Reed, to adopt the resolution.

Mr. Carpenter said he did not disagree with the program, but would rather that money be allocated to pay for sidewalks in residential areas, where home owners have waited a few years.

VOTE – the motion was adopted by majority vote with all members voting "yes" with the exception of Mr. Carpenter, who voted "no".

ORDINANCE, FINAL READING:

AN ORDINANCE AMENDING ARTICLE 373 OF THE
CODIFIED ORDINANCES OF THE CITY OF PARKERSBURG
TO REGULATE THE OPERATION AND USE OF MOTORIZED BICYCLES

MOTION – Mr. Stanley moved, seconded by Mr. Fox, to adopt the ordinance on final reading.

MOTION TO AMEND – Ms. Kuhl moved to amend the ordinance to require baffles, and can be no louder than 90 decibals. There was no second to the motion.

MOTION TO AMEND – Ms. Kuhl moved, seconded by Mr. Mercer, to amend the ordinance to require all motorized bicyclists to wear reflective vests for safety, and the amendment was adopted by majority vote with all members voting "yes" with the exception of Mr. Stanley and Mr. Fox, who voted "no".

MOTION TO AMEND – Ms. Kuhl moved, seconded by Mr. Mercer, to require helmets for all motorized bicyclists that are approved by the Department of Transportation.

That amendment failed as follows:

VOTING 'YES'	VOTING 'NO'
Mr. McCrady	Mr. Carpenter
Ms. Kuhl	Mr. Reed
Mr. Mercer	Mr. Stanley
Mr. Reynolds	Mr. Fox

MOTION TO AMEND – Mr. Fox moved to require helmets which are approved by consumer protection, but there was no second to the motion.

VOTE – the motion, as amended, was adopted by unanimous vote.

ORDINANCE, FINAL READING:

AN ORDINANCE ESTABLISHING RATES FOR THE
CITY OF PARKERSBURG SWIMMING POOLS AND INCLUDING
THE WATERSLIDE AND SPLASH PAD

THE COUNCIL OF THE CITY OF PARKERSBURG HEREBY ORDAINS that effective upon the adoption of this ordinance, the rates to be charged for the use of the swimming pools and including the waterslide and splash pad of the City of Parkersburg shall be as follows:

POOLS

Admission prices are valid at both pool facilities and include the Splash Pad at City Park and the Slide at Southwood; daily passes are valid for one facility per day.

	Daily	Residents	Non-Residents
Individual (2 & under)	\$ -	\$ -	\$ -
Individual (3-17)	\$ 4.00	\$ 75.00	\$ 90.00
Individual (18+)	\$ 6.00	\$ 95.00	\$ 110.00
Individual (55+)	\$ 4.00	\$ 75.00	\$ 90.00
Individual (veteran discount)	\$ -	\$ -	\$ -
Individual (active military)	\$ -	\$ -	\$ -
Individual (City employee benefit)	\$ -	\$ -	\$ -

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	\$	200.00	\$	225.00
Family (up to 4 members)	\$	25.00	\$	50.00
Family (additional members)	\$	(63.00)	\$	(63.00)
Family (active military credit per adult)	\$.	\$.
Family (City employee benefit)				

After-hours private pool rentals are available from 6PM to 9PM; rates are valid at both pool facilities and include the Splash Pad at City Park and the Slide at Southwood

	2 hours With	2 hours Without	3 hours With	3 hours Without
	\$ 300.00	\$ 280.00	\$ 450.00	\$ 420.00
§	400.00	380.00	600.00	570.00
	Concessions	Concessions	Concessions	Concessions

Up to 25 individuals; 2 hour minimum
Up to 50 individuals; 2 hour minimum*

Private rentals with an estimated attendance in excess of 50 individuals require special arrangements. Prices will be quoted based on the estimated personnel needs to safely accommodate the estimated party size.

MOTION – Ms. Kuhl moved, seconded by Mr. Stanley, to adopt the ordinance on final reading.

PUBLIC HEARING – President Reynolds declared a public hearing open at 8:28 PM to give the citizens an opportunity to speak concerning this ordinance. There were no comments, and the hearing was closed at 8:29 PM.

MOTION TO AMEND – Mr. Fox moved, seconded by Mr. Carpenter, to amend the ordinance to allow for a 30% discount for non-profit organizations, and the amendment failed with all members voting "no" with the exception of Mr. Mercer, Mr. Carpenter, and Mr. Fox, who voted "yes".

VOTE – the motion to adopt the ordinance on final reading was adopted by unanimous vote.

ORDINANCE, FINAL READING:

AN ORDINANCE TO APPROVE CURRENT REPLACEMENT
PAGES TO THE CODIFIED ORDINANCES OF THE CITY OF PARKERSBURG.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PARKERSBURG, as follows:

WHEREAS, various ordinances of a general and permanent nature have been passed by City Council which should be included in the Codified Ordinances; and

WHEREAS, Council has heretofore entered into a contract with the Walter H. Drane Company to prepare and publish such revision which is presently before Council;

NOW, THEREFORE, BE IT ORDAINED that:

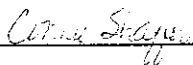
Section 1. The ordinances of the City of Parkersburg, West Virginia, of a general and permanent nature, as revised, codified, rearranged and consolidated into component codes, chapters, articles and sections within the 2019 replacement pages to the Codified Ordinances are hereby approved and adopted.

Section 2. Pursuant to Section 2.208 of the Charter and West Virginia Code 8-11-4(b):

- (a) Notice of the proposed adoption of the current supplement shall be given by publication as provided in West Virginia Code 8-11-4(a)(2);
- (b) This ordinance shall not be adopted until ninety days have elapsed following the date on which Council shall have noted in the official journal the availability of copies of the current supplement to the public.

Section 3. This Ordinance shall take effect as provided in Section 2.201 of the Charter.

MOTION – Ms. Kuhl moved, seconded by Mr. Mercer, to adopt the ordinance on final reading, and the motion was adopted by unanimous vote.



City Clerk

Council President

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to request approval from State Auditor's Office for the following budget revision within the General Fund for the Fiscal Years 2018-2019 prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists, and to make said budget revisions upon the State Auditor's approval:

GENERAL FUND

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
REVENUES					
301-001-000	PROPERTY TAX - CURRENT YEAR	3,580,593	50,000	3,630,593	YEAR-END REVISED ESTIMATE
301-006-000	SUPPLEMENTAL TAXES	125,000	10,000	135,000	YEAR-END REVISED ESTIMATE
305-000-000	BUSINESS & OCCUPATION TAX	8,150,000	341,925	8,491,925	YEAR-END REVISED ESTIMATE
330-000-000	IRP TRUCK FEES	155,513	50,000	205,513	YEAR-END REVISED ESTIMATE
361-000-045	CHARGES - POLICE OFF DUTY	45,000	7,000	52,000	YEAR-END REVISED ESTIMATE
365-000-000	FEDERAL GRANTS	268,826	31,000	299,826	HOMELAND SECURITY GRANT
365-000-001	FEDERAL GRANTS - JAG	17,975	13,438	31,413	JAG EQUIPMENT GRANT
368-000-000	CONTRIBUTIONS - OUTSIDE ENTITIES	199,110	43,000	242,110	WVDOH - LINING PROJECT BILLING
369-000-000	TRANSFERS IN - OTHER FUNDS	740,000	301,730	1,041,730	TRANSFER IN FROM SANITATION FUND
380-000-000	INTEREST ON INVESTMENTS	43,284	20,000	63,284	YEAR-END REVISED ESTIMATE
386-000-000	INSURANCE CLAIMS	1,503	30,045	31,548	REVISION TO ACTUAL
	SUBTOTAL - REVENUES		898,138		
EXPENDITURES					
CIVIL SERVICE					
407-220-000	ADVERTISING & LEGAL PUB	9,000	2,100	11,100	YEAR-END REVISED ESTIMATE
407-341-002	SUPPLIES - FIRE CIVIL SERVICE	2,500	(2,100)	400	YEAR-END REVISED ESTIMATE
				-	
MAYOR					
409-211-000	TELEPHONE/COMM EXPENSE	930	160	1,090	YEAR-END REVISED ESTIMATE
409-223-000	PROFESSIONAL SERVICES	35,000	(1,750)	33,250	REALLOCATION - WOOD CNTY REC
409-226-000	AUTO & LIAB INSURANCE	4,231	(62)	4,169	YEAR-END REVISED ESTIMATE
409-228-000	FREIGHT	-	15	15	YEAR-END REVISED ESTIMATE
409-230-000	CONTRACTUAL SERVICES	2,000	500	2,500	YEAR-END REVISED ESTIMATE
			(1,137)		
COUNCIL					
410-226-000	AUTO & LIAB INSURANCE	5,389	9,800	15,189	YEAR-END REVISED ESTIMATE
FINANCE					
414-103-315	OTHER SALARIES & WAGES	474,271	2,860	477,131	PURCHASING TRAINING OVERLAP
414-104-000	FICA EXPENSE	43,943	219	44,162	PURCHASING TRAINING OVERLAP
414-106-000	RETIREMENT EXPENSE	54,877	286	55,163	PURCHASING TRAINING OVERLAP
414-211-000	TELEPHONE/COMM EXPENSE	10,030	(2,000)	8,030	YEAR-END REVISED ESTIMATE
414-216-000	MAINT & REPAIR EQUIPMENT	3,500	500	4,000	YEAR-END REVISED ESTIMATE
414-220-000	ADVERTISING & LEGAL PUB	5,000	6,000	11,000	REVISED - CIVIL SUITS
414-222-000	DUES & SUBSCRIPTIONS	2,500	935	3,435	YEAR-END REVISED ESTIMATE
414-222-050	LICENSES & SUBSCRIPTIONS - IT	75,650	(4,000)	71,650	YEAR-END REVISED ESTIMATE
414-224-000	AUDIT COSTS	25,000	(2,880)	22,120	ADJUSTMENT TO ACTUAL
414-226-000	AUTO & LIAB INSURANCE	16,403	(1,360)	15,043	YEAR-END REVISED ESTIMATE
414-226-004	FEDELITY & INSURANCE BONDS	1,900	270	2,170	ADJUSTMENT TO ACTUAL
414-226-005	WORKERS COMP PREMIUM	12,874	68	12,942	PURCHASING TRAINING OVERLAP

FINANCE (continued)

414-228-000	FREIGHT	400	150	550	YEAR-END REVISED ESTIMATE
414-229-000	COURT COSTS & DAMAGES	35,000	6,000	41,000	REVISED - CIVIL SUITS
414-230-000	CONTRACTUAL SERVICES	52,000	14,000	66,000	REVISED - BILL PRINTING/MAILING
414-353-000	COMPUTER SOFTWARE	2,500	9,300	11,800	ONLINE TAX MODULE IMPLEMENTATION
414-459-000	CAPITAL OUTLAY - EQUIPMENT	28,000	<u>(28,000)</u>	-	YEAR-END REVISED ESTIMATE
			2,348		

CITY CLERK

415-211-000	TELEPHONE/COMM EXPENSE	1,140	(300)	840	YEAR-END REVISED ESTIMATE
415-222-000	DUES & SUBSCRIPTIONS	275	55	330	YEAR-END REVISED ESTIMATE
415-226-000	AUTO & LIAB INSURANCE	8,383	<u>(31)</u>	8,352	YEAR-END REVISED ESTIMATE
			(276)		

MUNICIPAL COURT

416-211-000	TELEPHONE/COMM EXPENSE	1,530	(300)	1,230	YEAR-END REVISED ESTIMATE
416-212-000	OUTSIDE PRINTING	600	(300)	300	YEAR-END REVISED ESTIMATE
416-214-000	TRAVEL EXPENSE	500	(500)	-	YEAR-END REVISED ESTIMATE
416-221-000	TRAINING & EDUCATION EXPENSE	500	(500)	-	YEAR-END REVISED ESTIMATE
416-226-000	AUTO & LIAB INSURANCE	2,395	(89)	2,306	YEAR-END REVISED ESTIMATE
416-240-000	REFUNDS	450	<u>1,176</u>	1,626	YEAR-END REVISED ESTIMATE
			(513)		

CITY ATTORNEY

417-226-000	AUTO & LIAB INSURANCE	2,395	(89)	2,306	YEAR-END REVISED ESTIMATE
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ENGINEERING

420-211-000	TELEPHONE/COMM EXPENSE	4,858	(900)	3,958	YEAR-END REVISED ESTIMATE
420-216-000	MAINT & REPAIR EQUIPMENT	2,200	900	3,100	YEAR-END REVISED ESTIMATE
420-220-000	ADVERTISING & LEGAL PUB	250	500	750	YEAR-END REVISED ESTIMATE
420-226-000	AUTO & LIAB INSURANCE	7,895	<u>(118)</u>	7,777	YEAR-END REVISED ESTIMATE
			382		

DEVELOPMENT

421-211-000	TELEPHONE/COMM EXPENSE	4,733	(1,000)	3,733	YEAR-END REVISED ESTIMATE
421-214-000	TRAVEL EXPENSE	5,000	400	5,400	YEAR-END REVISED ESTIMATE
421-216-000	MAINT & REPAIR EQUIPMENT	500	1,100	1,600	YEAR-END REVISED ESTIMATE
421-226-000	AUTO & LIAB INSURANCE	7,659	<u>(168)</u>	7,491	YEAR-END REVISED ESTIMATE
			332		

CONTRIBUTIONS TO OTHER AGENCIES

424-567-015	CONTRIB - WOOD COUNTY SHERIFF	-	12,119	12,119	JAG GRANT PASS THROUGH
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CODE ADMINISTRATION

436-212-000	OUTSIDE PRINTING	500	600	1,100	YEAR-END REVISED ESTIMATE
436-226-000	AUTO & LIAB INSURANCE	27,560	(175)	27,385	YEAR-END REVISED ESTIMATE
436-343-001	GASOLINE	8,200	325	8,525	YEAR-END REVISED ESTIMATE
436-345-000	UNIFORM EXPENSE	1,700	<u>100</u>	1,800	YEAR-END REVISED ESTIMATE
			850		

MUNICIPAL BUILDING

440-215-000	MAINT & REPAIR BUILDINGS	46,000	(20,000)	26,000	YEAR-END REVISED ESTIMATE
440-226-000	AUTO & LIAB INSURANCE	25,041	(26)	25,015	YEAR-END REVISED ESTIMATE
440-228-000	FREIGHT	500	(500)	-	YEAR-END REVISED ESTIMATE
440-230-000	CONTRACTUAL SERVICES	5,000	3,000	8,000	YEAR-END REVISED ESTIMATE
440-341-000	DEPARTMENTAL SUPPLIES	31,000	<u>(8,000)</u>	23,000	YEAR-END REVISED ESTIMATE
			(25,526)		

TRANSFERS TO OTHER FUNDS

444-566-090	TRANSFERS - SANITATION FUND	31,786	301,730	333,516	RECEIVABLE XFER FOR ENT FUND SET UP
444-566-207	TRANSFERS - PARKS CAPITAL PROJECTS	675,000	<u>62,000</u>	737,000	TRANSFER OUT TO PARKS CAPITAL FUND
			363,730		

PUBLIC WORKS ADMINISTRATION

566-222-000	DUES & SUBSCRIPTIONS	35	100	135	YEAR-END REVISED ESTIMATE
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MARKETPLACE

590-213-000	UTILITIES - NATURAL GAS	2,161	1,071	3,232	YEAR-END REVISED ESTIMATE
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POLICE DEPARTMENT

700-103-008	OVERTIME EXPENSE	245,000	50,000	295,000	YEAR-END REVISED ESTIMATE
700-103-309	PATROLMEN SALARY	2,210,115	(45,000)	2,165,115	YEAR-END REVISED ESTIMATE
700-103-330	OUTSIDE EMPLOYMENT	45,000	30,000	75,000	YEAR-END REVISED ESTIMATE
700-211-000	TELEPHONE/COMM EXPENSE	53,059	7,000	60,059	YEAR-END REVISED ESTIMATE
700-212-000	OUTSIDE PRINTING	5,000	(1,000)	4,000	YEAR-END REVISED ESTIMATE
700-213-000	UTILITIES - NATURAL GAS	504	143	647	YEAR-END REVISED ESTIMATE
700-213-200	UTILITIES - WATER & SEWER	677	564	1,241	YEAR-END REVISED ESTIMATE
700-226-000	AUTO & LIAB INSURANCE	213,654	5,500	219,154	YEAR-END REVISED ESTIMATE
700-230-000	CONTRACTUAL SERVICES	90,000	(18,000)	72,000	YEAR-END REVISED ESTIMATE
700-341-416	SUPPLIES - K-9 UNIT	3,000	1,000	4,000	YEAR-END REVISED ESTIMATE
700-343-001	GASOLINE	125,000	6,000	131,000	YEAR-END REVISED ESTIMATE
700-345-000	UNIFORM EXPENSE	25,000	3,000	28,000	YEAR-END REVISED ESTIMATE
700-353-000	COMPUTER SOFTWARE	76,591	7,900	84,491	YEAR-END REVISED ESTIMATE
700-459-001	CAPITAL OUTLAY - GRANT	19,295	<u>31,000</u>	50,295	HOMELAND SECURITY GRANT
			78,107		

FIRE DEPARTMENT

706-103-303	CAPTAINS SALARY	265,974	45,000	310,974	YEAR-END REVISED ESTIMATE
706-110-000	OTHER FRINGE BENEFITS	51,200	(3,500)	47,700	YEAR-END REVISED ESTIMATE
706-211-000	TELEPHONE/COMM EXPENSE	14,398	(3,000)	11,398	YEAR-END REVISED ESTIMATE
706-213-000	UTILITIES - NATURAL GAS	9,017	1,000	10,017	YEAR-END REVISED ESTIMATE
706-214-000	TRAVEL EXPENSE	3,500	(3,000)	500	YEAR-END REVISED ESTIMATE
706-215-000	MAINT & REPAIR BUILDINGS	18,060	(5,000)	13,060	YEAR-END REVISED ESTIMATE
706-219-000	BUILDING/EQUIP RENTAL	683,379	300	683,679	YEAR-END REVISED ESTIMATE
706-221-000	TRAINING & EDUCATION EXPENSE	10,000	(2,000)	8,000	YEAR-END REVISED ESTIMATE
706-222-000	DUES & SUBSCRIPTIONS	2,200	200	2,400	YEAR-END REVISED ESTIMATE
706-226-000	AUTO & LIAB INSURANCE	84,327	1,321	85,648	YEAR-END REVISED ESTIMATE
706-228-000	FREIGHT	1,000	1,000	2,000	YEAR-END REVISED ESTIMATE
706-230-000	CONTRACTUAL SERVICES	22,000	2,000	24,000	YEAR-END REVISED ESTIMATE
706-341-000	DEPARTMENTAL SUPPLIES	62,000	11,000	73,000	REVISED - RADIO EQUIP AND ST 2 EQUIP
706-341-002	SUPPLIES - MEDICAL/EMT	12,000	(4,000)	8,000	YEAR-END REVISED ESTIMATE
706-343-001	GASOLINE	33,500	(1,000)	32,500	YEAR-END REVISED ESTIMATE
706-345-000	UNIFORM EXPENSE	3,500	1,500	5,000	YEAR-END REVISED ESTIMATE
706-458-000	CAPITAL OUTLAY - OTHER	70,000	<u>(2,614)</u>	67,386	ADJUSTMENT TO ACTUAL
			39,207		

FLOODWALL

714-103-008	OVERTIME EXPENSE	5,000	2,500	7,500	YEAR-END REVISED ESTIMATE
714-213-100	UTILITIES - ELECTRIC	17,786	6,700	24,486	YEAR-END REVISED ESTIMATE
714-222-000	DUES & SUBSCRIPTIONS	-	45	45	YEAR-END REVISED ESTIMATE
714-230-000	CONTRACTUAL SERVICES	130,080	170,000	300,080	REVISED - REQUIRED FEMA INSPECTION
714-343-001	GASOLINE	1,600	500	2,100	YEAR-END REVISED ESTIMATE
714-345-000	UNIFORM EXPENSE	900	<u>150</u>	1,050	YEAR-END REVISED ESTIMATE
			179,895		

STREET DEPARTMENT

750-211-000	TELEPHONE/COMM EXPENSE	1,200	200	1,400	YEAR-END REVISED ESTIMATE
750-215-000	MAINT & REPAIR BUILDINGS	2,000	700	2,700	YEAR-END REVISED ESTIMATE
750-225-000	LAUNDRY & DRY CLEANING	7,897	2,120	10,017	YEAR-END REVISED ESTIMATE
750-230-000	CONTRACTUAL SERVICES	34,073	257,000	291,073	REVISED - SMITHFIELD RETAINING WALL
750-341-003	SUPPLIES - SIDEWALK PROJECT	15,256	(14,642)	614	ADJUSTMENT TO ACTUAL
750-343-001	GASOLINE	25,000	<u>2,900</u>	27,900	YEAR-END REVISED ESTIMATE
			248,278		

STREET LIGHTING

751-211-000	TELEPHONE/COMM EXPENSE	2,030	160	2,190	YEAR-END REVISED ESTIMATE
751-230-000	CONTRACTUAL SERVICES	2,000	1,200	3,200	YEAR-END REVISED ESTIMATE
751-341-000	DEPARTMENTAL SUPPLIES	47,500	<u>(10,000)</u>	37,500	YEAR-END REVISED ESTIMATE
			(8,640)		

CENTRAL GARAGE

754-103-008	OVERTIME EXPENSE	1,500	500	2,000	YEAR-END REVISED ESTIMATE
754-213-000	UTILITIES - NATURAL GAS	12,054	2,200	14,254	YEAR-END REVISED ESTIMATE
754-213-200	UTILITIES - WATER & SEWER	1,295	700	1,995	YEAR-END REVISED ESTIMATE
754-219-000	BUILDING/EQUIP RENTAL	3,500	2,050	5,550	YEAR-END REVISED ESTIMATE
754-222-000	DUES & SUBSCRIPTIONS	-	1,500	1,500	YEAR-END REVISED ESTIMATE
754-230-000	CONTRACTUAL SERVICES	2,000	<u>200</u>	2,200	YEAR-END REVISED ESTIMATE
			7,150		

STREET CLEANING

756-103-008	OVERTIME EXPENSE	14,000	5,000	19,000	YEAR-END REVISED ESTIMATE
756-222-000	DUES & SUBSCRIPTIONS	900	2,500	3,400	YEAR-END REVISED ESTIMATE
756-228-000	FREIGHT	1,050	600	1,650	YEAR-END REVISED ESTIMATE
756-341-000	DEPARTMENTAL SUPPLIES	55,000	<u>(5,000)</u>	50,000	YEAR-END REVISED ESTIMATE
			3,100		

STORMWATER MANAGEMENT

805-212-000	OUTSIDE PRINTING	5,000	(3,500)	1,500	YEAR-END REVISED ESTIMATE
805-214-000	TRAVEL EXPENSE	1,000	(1,000)	-	YEAR-END REVISED ESTIMATE
805-221-000	TRAINING & EDUCATION EXPENSE	1,000	(1,000)	-	YEAR-END REVISED ESTIMATE
805-222-000	DUES & SUBSCRIPTIONS	500	(500)	-	YEAR-END REVISED ESTIMATE
805-228-000	FREIGHT	500	(500)	-	YEAR-END REVISED ESTIMATE
805-230-000	CONTRACTUAL SERVICES	419,000	100,000	519,000	WVDOH LINING (BILLED) CHG ORDER
805-341-000	DEPARTMENTAL SUPPLIES	165,800	(45,000)	120,800	YEAR-END REVISED ESTIMATE
805-458-000	CAPITAL OUTLAY - OTHER	280,041	<u>(100,000)</u>	180,041	YEAR-END REVISED ESTIMATE
			(51,500)		

PARKS & RECREATION

900-213-000	UTILITIES - NATURAL GAS	8,346	3,600	11,946	YEAR-END REVISED ESTIMATE
900-215-000	MAINT & REPAIR BUILDINGS	1,500	(1,500)	-	YEAR-END REVISED ESTIMATE
900-219-000	BUILDING/EQUIP RENTAL	2,000	(1,000)	1,000	YEAR-END REVISED ESTIMATE
900-230-000	CONTRACTUAL SERVICES	112,741	20,000	132,741	TENNIS CT INSURANCE REIMBURSEMENT
900-341-000	DEPARTMENTAL SUPPLIES	80,770	10,000	90,770	YEAR-END REVISED ESTIMATE
900-343-001	GASOLINE	12,000	<u>6,500</u>	18,500	YEAR-END REVISED ESTIMATE
			37,600		

PARKS & RECREATION GRANTS

920-568-090	CONTRIB - WOOD COUNTY REC	-	<u>1,750</u>	1,750	REALLOCATED FROM 409 - ACCT SVS
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SUBTOTAL - EXPENDITURES

898,138-

The above resolution proposes to revised the FY2019 General Fund Budget to reflect the most current estimates of year-end results as well as propose additional appropriations for a floodwall analysis, retaining wall, and software implementation.

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to request approval from State Auditor's Office for the following budget revision within the Coal Severance Fund for the Fiscal Years 2018-2019 prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists, and to make said budget revisions upon the State Auditor's approval:

COAL SEVERANCE FUND

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
REVENUES					
310-000-000	COAL SEVERANCE TAX	70,000	18,000	88,000	YEAR-END REVISED ESTIMATE
EXPENDITURES					
444-566-002	TRANSFERS - USER FEE FUND	70,000	<u>18,000</u>	88,000	YEAR-END REVISED ESTIMATE
			<u>-</u>		

The above resolution proposes to revised the FY2019 Coal Severance Fund Budget to reflect the most current estimates of year-end results.

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to revise the Adopted Budget for 2018-2019 Fiscal Year to reflect the following changes:

USER FEE SPECIAL REVENUE FUND

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
REVENUES					
369-000-000	TRANSFERS IN - OTHER FUNDS	2,052,440	18,000	2,070,440	XFER IN FROM COAL SEVERANCE
399-000-000	MISCELLANEOUS REVENUE	-	12,800	12,800	3RD PARTY PMT FOR STREET DAMAGE
	SUBTOTAL - REVENUES		30,800		
EXPENDITURES					
750-458-005	STREET IMPROVEMENTS	4,126,440	<u>30,800</u>	4,157,240	ADD'L STREET APPROPRIATION
			<u>-</u>		

The above resolution proposes to revised the FY2019 User Fee Special Revenue Fund to reflect a transfer in from the Coal Severance Fund and a payment from a 3rd party for street damage, appropriating such revenues toward additional street rehabilitation.

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to revise the Adopted Budget for 2018-2019 Fiscal Year to reflect the following changes:

PARKING FUND

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
REVENUES					
343-003-000	B&O LOT RENTAL	16,000	1,500	17,500	YEAR-END REVISED ESTIMATE
343-013-000	JULIANA KIOSK	-	953	953	YEAR-END REVISED ESTIMATE
343-019-000	3RD & AVERY RENTAL	5,500	500	6,000	YEAR-END REVISED ESTIMATE
343-025-000	RESIDENTIAL PARKING PERMIT	-	180	180	YEAR-END REVISED ESTIMATE
380-000-000	INTEREST EARNED	1,700	<u>400</u>	2,100	YEAR-END REVISED ESTIMATE
	SUBTOTAL - REVENUES		3,533		
EXPENDITURES					
571-240-000	REFUNDS	-	210	210	YEAR-END REVISED ESTIMATE
571-343-001	GASOLINE	500	<u>272</u>	772	YEAR-END REVISED ESTIMATE
	SUBTOTAL - EXPENDITURES		<u>482</u>		
			<u>3,051</u>		

The above resolution proposes to revised the FY2019 Parking Fund Budget to reflect the most current estimates of year-end results.

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to revise the Adopted Budget for 2018-2019 Fiscal Year to reflect the following changes:

PARKS & RECREATION FUND

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
REVENUES					
340-009-005	PAVILLION PRIVATE RENTAL	7,500	2,955	10,455	YEAR-END REVISED ESTIMATE
EXPENDITURES					
900-211-000	TELEPHONE/COMM EXPENSE	843	400	1,243	YEAR-END REVISED ESTIMATE
900-220-000	ADVERTISING & LEGAL PUB	100	150	250	YEAR-END REVISED ESTIMATE
900-222-000	DUES & SUBSCRIPTIONS	-	300	300	YEAR-END REVISED ESTIMATE
900-226-000	AUTO & LIAB INSURANCE	11,744	500	12,244	YEAR-END REVISED ESTIMATE
900-230-000	CONTRACTUAL SERVICES	500	1,000	1,500	YEAR-END REVISED ESTIMATE
900-240-000	REFUNDS	-	605	605	YEAR-END REVISED ESTIMATE
	SUBTOTAL EXPENDITURES		<u>2,955</u>		
			<u>-</u>		

The above resolution proposes to revised the FY2019 Parks & Recreation Fund Budget to reflect the most current estimates of year-end results.

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to revise the Adopted Budget for 2018-2019 Fiscal Year to reflect the following changes:

SANITATION FUND

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
REVENUES					
361-000-010	FEE PENALTIES & INTEREST	-	60,000	60,000	YEAR-END REVISED ESTIMATE
369-000-000	TRANSFERS IN - OTHER FUNDS	181,786	<u>1,482,392</u>	1,664,178	XFER IN OF REC AND FIXED ASSETS
	SUBTOTAL - REVENUES		1,542,392		
EXPENDITURES					
444-566-001	TRANSFERS OUT - GENERAL FUND	-	301,730	301,730	XFER OUT TO BALANCE GENERAL FUND
800-211-000	TELEPHONE/COMM EXPENSE	1,775	355	2,130	YEAR-END REVISED ESTIMATE
800-212-000	OUTSIDE PRINTING	100	200	300	YEAR-END REVISED ESTIMATE
800-213-000	UTILITIES - NATURAL GAS	11,097	5,500	16,597	YEAR-END REVISED ESTIMATE
800-213-200	MAINT & REPAIR BUILDINGS	3,000	(1,900)	1,100	YEAR-END REVISED ESTIMATE
800-219-000	BUILDING/EQUIP RENTAL	3,208	(2,500)	708	YEAR-END REVISED ESTIMATE
800-343-001	GASOLINE	65,000	18,000	83,000	YEAR-END REVISED ESTIMATE
800-676-000	BAD DEBT EXPENSE	45,000	<u>43,915</u>	88,915	ESTIMATE OF UNCOLLECTIBLE BILLINGS
	SUBTOTAL EXPENDITURES		<u>365,300</u>		
			<u>1,177,092</u>		

The above resolution proposes to revised the FY2019 Sanitation Fund Budget to reflect the most current estimates of year-end results. Additionally, the revisions reflects the transfer in of net receivables from the General Fund in the amount of \$301,730 and net fixed assets in the amount of \$1,180,662 as of July 1, 2018 as well as a transfer out to General Fund in the amount of \$301,730 for the purposes of balancing the General Fund Balance. These transfers in and out are the result of reclassifying Sanitation from a General Fund activity to its own proprietary enterprise fund.

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to revise the Adopted Budget for 2018-2019 Fiscal Year to reflect the following changes:

PARKS & RECREATION CAPITAL PROJECTS FUND

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
REVENUES					
368-000-000	CONTRIBUTIONS - OTHER ENTITIES	150,000	(100,000)	50,000	ADJUSTMENT TO ACTUAL
369-000-000	TRANSFERS IN - OTHER FUNDS	675,000	<u>62,000</u>	737,000	GENERAL FUND TRANSFER IN
	SUBTOTAL - REVENUES		(38,000)		
EXPENDITURES					
900-458-010	CAPITAL OUTLAY - SPLASH PAD	1,300,000	7,445	1,307,445	ADJUST TO REVISED ESTIMATE
900-458-015	CAPITAL OUTLAY - CITY PARK POOL	500,000	<u>(45,445)</u>	454,555	ADJUST TO REVISED ESTIMATE
	SUBTOTAL EXPENDITURES		<u>(38,000)</u>		
			<u>-</u>		

The above resolution proposes to revised the FY2019 Parks & Recreation Capital Projects Fund to reflect the the most current estimates of year-end results.

AN ORDINANCE AMENDING ARTICLE 373 OF THE
CODIFIED ORDINANCES OF THE CITY OF PARKERSBURG
TO REGULATE THE OPERATION AND USE OF MOTORIZED BICYCLES

15
THE COUNCIL OF THE CITY OF PARKERSBURG HEREBY ORDAINS that Article 373, Bicycles, be and it is hereby amended with the inclusion of Section 373.17, Motorized Bicycle: Operation and Use, as set forth in Section 373.17, which is made a part hereof. The corresponding penalty to be added to Section 373.99 as Subsection (d) thereof:

§373.17 MOTORIZED BICYCLE: OPERATION AND USE

(a) Definition:

Motorized Bicycle: means a bicycle with two (2) or three (3) wheels, a seat or saddle, fully operative pedals for human propulsion, and an electric or gas powered motor that does not require manual clutching or shifting and which can propel the bike with or without pedal-assistance.


- (b) Persons under the age of sixteen (16) years may not operate a motorized bicycle within or upon the public rights of way of the City of Parkersburg.
- (c) No person shall operate a motorized bicycle upon any sidewalk or upon any designated multi-use path for pedestrians and bicycles, or any bicycle path or trail or any walking path within the City.
- (d) A person operating a motorized bicycle shall obey all speed limits and shall yield the right of way to pedestrians and human-powered devices at all times.
- (e) Any person operating a motorized bicycle shall obey all traffic control devices applicable to vehicles, unless otherwise directed by a police officer.
- (f) No motorized bicycle shall be used to carry more persons at one time than the number for which it is designed and equipped.
- (g) Any person operating a motorized bicycle upon a street or roadway shall be subject to all of the duties applicable to the driver of a vehicle by the laws of the State and by the traffic ordinances of the City applicable to the driver of a vehicle, except for any special regulations in this section and except for those provisions of such laws and ordinances which by their nature can have no application.
- (h) Every motorized bicycle shall be equipped with at least one (1) and not more than two (2) head lamps and which emit a white light visible from a distance of at least five hundred (500) feet to the front and a lamp on the rear emitting a red light visible from a distance of at least five hundred (500) feet to the rear. Every motorized bicycle shall display lighted head lamp(s) at all times on the street or highway.
- (i) No person shall operate a motorized bicycle unless they are wearing a fluorescent vest, shirt or jacket.

373.99 PENALTY.

(d) Penalties for Operation of a Motorized Bicycle:

(1) Anyone who violates a provision of Section 373.17 shall be fined not less than twenty-five dollars (\$25.00) nor more than one-hundred dollars (\$100.00) for each offense.

AN ORDINANCE AMENDING AND RE-ENACTING
THE CITY OF PARKERSBURG PERSONNEL
POLICY AND PROCEDURE MANUAL




BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PARKERSBURG that effective July 1, 2019, Table I, of the Compensation Plan contained in Section VIII of the City of Parkersburg Personnel Policy and Procedure Manual be, and hereby is, amended and re-enacted with the inclusion of the following:

Certified Pool Operator Rate

Parks and Recreation employees who receive a Certified Pool Operator certification will receive \$0.48 per hour increase in pay.

Sponsored By Councilpersons

AN ORDINANCE AMENDING AND RE-ENACTING
THE CITY OF PARKERSBURG PERSONNEL
POLICY AND PROCEDURE MANUAL




BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PARKERSBURG that effective July 1, 2019, Table I, position classifications, of the Compensation Plan contained in Section VII and Section VIII of the City of Parkersburg Personnel Policy and Procedure Manual be, and hereby is, amended and re-enacted to reflect the following reclassifications:

<u>Reclassifications</u>	<u>Current</u>	<u>Reclassified Grade</u>
Finance Support Clerk	H-4	H-7
Municipal Court/Parking Clerks	H-4	H-7
Public Safety Tele-Communicator	H-4	H-5
Code Technician	H-6	H-7
Craftsman	H-6	H-7
Public Safety Tele-Communicator TAC	H-8	H-9

Sponsored By City Council Committee Of The Whole.

AN ORDINANCE AMENDING AND RE-ENACTING
THE CITY OF PARKERSBURG PERSONNEL
POLICY AND PROCEDURE MANUAL



BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PARKERSBURG that effective July 1, 2019, Table II, position classifications, of the Compensation Plan contained in Section VII and Section VIII of the City of Parkersburg Personnel Policy and Procedure Manual be, and hereby is, amended and re-enacted to reflect the following classification salary ranges for Part-Time Professional Salaried Exempt Positions:

<u>GRADE</u>	<u>Position Title</u>	<u>Annual Salary Range</u>		
		MIN	MID	MAX
PS-1	Municipal Judge	\$19,152	\$22,982.40	\$27,578.88
PS-2	Assistant City Attorney	\$27,031	\$32,437.20	\$38,924.64
PS-3	City Attorney	\$44,000	\$52,800	\$63,360

Sponsored By City Council Committee Of The Whole.

**AN ORDINANCE AMENDING AND REENACTING PORTIONS
OF CITY ORDINANCE 1363.02 REGARDING OFF-STREET PARKING
SPACE REQUIREMENTS AND PORTIONS OF CITY ORDINANCE
1349.04 (B-3 CENTRAL BUSINESS DISTRICT USES) AND CITY
ORDINANCE 1350.16 (DISTRICT APPEARANCE STANDARDS)**

WHEREAS, the City of Parkersburg is committed to improving essential services and public infrastructure; and

WHEREAS, the City of Parkersburg has taken proactive steps to address its stormwater management system in recent years; and

WHEREAS, additional policies to mitigate stormwater runoff are warranted; and

WHEREAS, the City of Parkersburg is committed to improving its streetscapes; and

WHEREAS, additional policies to beautify our streetscapes and provide for the safety of pedestrians are warranted; and

WHEREAS, the Municipal Planning Commission has reviewed, approved and recommended that Parkersburg City Council adopt the proposed changes to the aforementioned ordinances;

NOW THEREFORE BE IT ORDAINED, by the Council of the Parkersburg that Ordinances 1363.02, 1349.04 and 1350.16 are hereby amended and reenacted in accordance with the proposed changes attached hereto.

Sponsored by: Municipal Planning Commission

1363.02 OFF-STREET PARKING SPACE REQUIREMENTS.

(a) General.

(1) When required. In connection with every use, there shall be provided, at the time any building or structure is erected or enlarged, off-street parking spaces for automobiles, in accordance with the requirements specified in subsection (h) hereof. The provisions and maintenance of required off-street parking is the continuing obligation of the property owner and/or tenant and are subject to the design guidelines described in subsection (i) hereof. Required parking spaces shall be improved as required and made available for use before the final certificate of occupancy is issued by the Code Enforcement Division.

(2) Minimum size. Each off-street parking space shall contain an area of not less than 160 square feet, exclusive of access drives and aisles, and shall be of usable shape and condition.

(3) Access.

A. Residential use:

8' to 10' for a one-lane driveway

16' to 20' for a two lane driveway

B. Commercial and public use:

13' for a one lane driveway

26' for a two-lane driveway

C. Industrial use:

15' for one-lane driveway

30' for two-lane driveway.

(4) Type. Parking spaces for all types of uses may be provided either in garages or parking areas conforming with the provisions of this Zoning Ordinance.

(b) Location of Parking Facilities. Except as otherwise provided in the applicable district use regulations, required off-street parking facilities shall be located on the same lot as the principal building or on a lot within 300 feet thereof. The distance specified herein and the distances specified in the district use regulations shall be measured from the nearest point of the parking facility to the nearest point of the lot occupied by the building or use that such facility is required to serve.

(1) When feasible, off-street parking lots shall be located to the side and/or rear of the principle building, thereby preserving architectural unity of the street side of the building lot to pedestrians and motor vehicles. For an example, see illustration in subsection (i) hereof.

(c) Units of Measurement. For the purposes of determining off-street parking requirements, the following units of measurement shall apply:

(1) Floor area. In the case of uses where floor area is the unit for determining the required number of off-street parking spaces, such unit shall mean the floor area used or intended to be used by tenants, or for service to the public as patrons, patients, visitors, residents or persons in attendance, including the area used principally for nonpublic purposes, such as storage and incidental repairs, for toilets or rest rooms and for utility rooms, but excluding outside walls, space used or intended to be used for mechanical equipment, stairways, elevator shafts, parking within the principal building, and any other fire-enclosed spaces.

(2) Hospital bassinets. In hospitals, bassinets shall not be counted as beds.

(3) Places of public assembly.

A. Benches: in stadiums, sports arenas, churches and other places of public assembly in which those in attendance occupy benches, pews, or other similar seating facilities, each twenty inches of such seating facilities shall be counted as one seat for the purpose of determining off-street parking requirements under this Zoning Ordinance.

B. Fixed seats and assembly area: in cases where a place of assembly has both fixed seats and open assembly area, requirements shall be computed separately for each type and added together.

(4) Fractions. When units of measurement determining number of required parking spaces result in requirements of a fractional space, any fraction up to and including one-half shall be disregarded and fractions over one-half shall require one parking space.

(d) Change in Use: Additions and Enlargements. Whenever there is a change in use, enlargement of building or the extension of land use results in an increase in the number of units used to measure required off-street parking spaces, and such alteration or change creates a need for an increase of more than ten percent in the number of required off-street parking spaces, additional off-street parking shall be provided on the basis of the increase in the number of such units of measurement and shall be subject to design guidelines described herein; provided, however, that in case a change or increase in use creates a need for an increase of less than five off-street parking spaces, no additional parking facilities shall be required.

(e) Mixed Occupancies and Uses Not Specified. In the case of mixed uses, the total requirements for off-street parking facilities shall be the sum of the requirements for the various uses computed separately. Where a use is not specifically mentioned, the requirements for a use which is so mentioned, and to which such use is similar, shall apply. Off-street parking facilities for one use shall not be considered as providing requirements for any other use, except as specified in subsection (g) hereof for joint use.

(f) Collective Provision. Where permitted by the applicable district use regulations, nothing in this section shall be construed to prevent provisions of collective off-street parking facilities for two or more buildings or uses, exclusive of facilities required for dwelling units. In cases of collective use, the required total of such off-street parking space supplied collectively shall be: not less than eighty-five percent of the sum of the requirements of the various uses computed separately; and not less than the largest amount required for any of the uses computed separately; provided further that the applicable district use regulations shall be complied with.

(g) Joint Use of Facilities. Off-street parking facilities required for churches shall be reduced by fifty percent where such churches: abut, either directly or across a street or alley, a non-residence district; or are located within a non-residence district; or abut a parking lot serving a business or industrial use in a non-residence district.

(h) Off-Street Parking Requirements. For permitted residential, institutional, community facilities and office uses.

Use	Parking Spaces Required
(1) Dwellings, single-family and multiple family	2 for each family 2 for each dwelling unit
(2) Charitable and other similar institutions, hospitals, sanitariums, schools of nursing and dormitories	1 for every four beds plus 1 for every 5 employees for the largest shift

(3) Art galleries, public buildings, libraries and museums	1 for each 500 square feet of gross floor area
(4) Convalescent and nursing homes	1 for each 6 beds
(5) Elementary, middle or junior high school	2 spaces for each classroom and administration offices
(6) Senior high school	1 space for each 10 enrolled students, plus 1 space for each classroom and administration office
(7) School-trade, business, secretarial, industrial or technical	6 spaces for each classroom
(8) Colleges or universities	1 space for each 4 students, plus 1 space for each classroom and administrative office
(9) Churches	1 space for each 6 seats in the principal auditorium. 20 inches of bench or pew shall be considered 1 seat
(10) Theaters, clubs, lodges, community centers, recreation building, meeting rooms, and other places of public assembly.	1 space for each 4 seats; 20 inches of bench or pew shall be considered 1 seat
(11) Funeral homes	8 spaces per reposing room, plus 1 space per funeral vehicle, plus 1 space per employee
(12) Retail stores	1 for each 300 square feet of gross first floor area over 1,000 square feet, (minimum 2) but 500 square feet of gross floor area other floors Minimum of 4 spaces plus 1 space for each 200 square feet gross first floor area over 1,000 square feet and 1 space for each 400 square feet gross floor area of other floors
(13) Office and professional	1 space for each 300 square feet of gross floor area
(14) Banks and lending institutions	1 space for each 250 square feet of gross floor area
(15) Bowling alleys	5 spaces per alley
(16) Restaurants, taverns, night clubs	1 space for each 100 square feet of gross floor area
(17) Machinery sales, service garages	1 space for each 400 square feet of gross floor area
(18) Industrial buildings, warehouse floor, wholesale houses, over 2,000 square feet of floor area	1 space for every 3 employees of the largest shift; minimum of 4 spaces

(19) Doctors and dentists	5 per examining room
(20) Gasoline service stations with convenience store	2 per service bay plus 2 per every 300 square feet of gross floor area
(21) Hotels, motels, boarding and rooming houses	1 space per living or sleeping unit
(22) Shopping center	1 space for each 300 square feet of gross floor area
(23) Shopping plaza	1 space for each 200 square feet of gross floor area
(24) Elderly high rise housing	1 space for each 3 dwelling units
(25) Automobile agencies	1 space for every 400 feet of gross floor area in addition to the parking area for sales of vehicles

i) Design, Landscaping and Maintenance Requirements for New or Expanded Off-Street Parking Lots

Every parcel of land hereinafter used as a public or private parking area shall be developed and maintained in accordance with the following requirements and design guidelines.

1. Surfacing. All off-street parking areas and access drives for residential and non-residential uses thereto shall be graded and surfaced with an asphaltic or cement binder.

2. Parking Lot Street Frontage, Perimeters, and Interior Landscaping

A. Street Frontage

(1) Frontage landscaping must cover an area at least 5 feet wide along the entire side facing a thoroughfare.

(a) Landscaping shall not solely consist of grass, river rock and/or a combination of both. Frontage landscaping must include species that are salt and drought – tolerant plantings that provide a buffer at least thirty-six inches tall.

(2) Landscaping must be well maintained.

B. Perimeters

(1) All non-thoroughfare-facing perimeters of a parking lot must landscape an area 3 feet wide along the entire edge.

(a) The minimum requirement may be reduced if measures are taken to increase storm water retention on and/or below ground.

(2) Perimeter landscaping must include species which are drought and salt tolerant and provide a buffer at least thirty-six inches tall.

(3) If the parking lot is directly bound by a building, perimeter landscaping, while still encouraged, will not be required on that particular side.

C. Screening from Residential Districts.

All off-street parking areas for non-residential uses shall be effectively screened by a screen (privacy) fence on each side which adjoins or faces and is within ten feet of any premises situated in any Residential District, unless such premises are developed with a non-residential use. Such fence shall be not less than five feet or more than six feet in height and shall be maintained in good condition. In addition to a privacy fence, additional landscaping materials may be required to conceal the privacy fence from the parking lot.

D. Interior Landscaping

- (1) For parking lots with less than 20 spaces, no interior landscaping shall be required; however it is encouraged.
- (2) For parking lots with 21 to 50 spaces, 10 percent of the lot, excluding the perimeter landscaping area must be utilized as interior landscaping.
 - (a) Landscaping shall not solely consist of grass, river rock or a combination of both.
- (3) For parking lots with more than 50 spaces, 15 percent of the lot, excluding perimeter landscaping area, must be utilized as interior landscaping.
 - (a) Landscaping shall only include the aforementioned types.
- (4) All interior landscaping requirements shall be reduced by 50 percent if storm water retention methods are utilized provided they are in accordance with §1759.03 and deemed acceptable by the City Engineer.

3. Lighting Requirements

A. Sufficient lighting must be provided in all parking lots. When developing a lighting plan, the following conditions must be adhered to:

- (1) Lighting must effectively cover the entire lot, as well as places of ingress and egress.
- (2) Lighting must be tailored to the location, surrounding uses, and the size of the lot.
 - (a) Lighting must be directed away from surrounding uses, including roadways, residences, and businesses.
 - (b) The use of floodlights is not permitted.
 - (c) Lighting shall not be attached to existing poles or structures of any kind.
 - (d) The luminaires used must be of reasonable size in relation to the size of the lot.
- (3) Energy efficient bulbs should be utilized.
- (4) Incorporate energy efficient and off-grid power sources if possible, e.g. solar panels on luminaries.

4. Storm water retention shall be consistent with §1759.03 of the municipal code.

- (1) Storm water retention methods may include the use of permeable pavers, underground retention tanks, bioswales, rain gardens, or retention ponds.

5. Parking lots must be paved with asphaltic material or cement binder. The use of gravel or any other material, other than pavement, as the surface of a lot is not permitted.

6. All disability parking requirements must be followed, as outlined in §351.17(s) of the municipal code.
7. Existing lots will be subjected to the aforementioned design guidelines at such time as any significant work is done to them.
 - A. Significant work is defined as repaving, or an increase or reduction in lot size.
8. If any minor modifications or improvements are made to an existing lot, those changes must conform to the relevant aforementioned requirements.
 - A. Minor modifications are defined as the installation of any type of lot screening, the installation of new interior landscaping, or the installation of new lighting.
9. Parking lots which provide more landscaping and storm water mitigation than what is required by this ordinance may be eligible for a reduction of B&O taxes.
10. The provisions of Section 1363.02(i) shall not apply to any property upon which public or private parking is to be permitted for a period of six months or less, provided that the owner or occupier of any such temporary parking obtains from the Zoning Administrator a temporary exemption from the provisions of this section.
 - (1) This temporary exemption may be extended for one additional six month period. Upon expiration of such temporary exemptions, all public or private parking areas shall thereafter be subject to the requirements of this section.

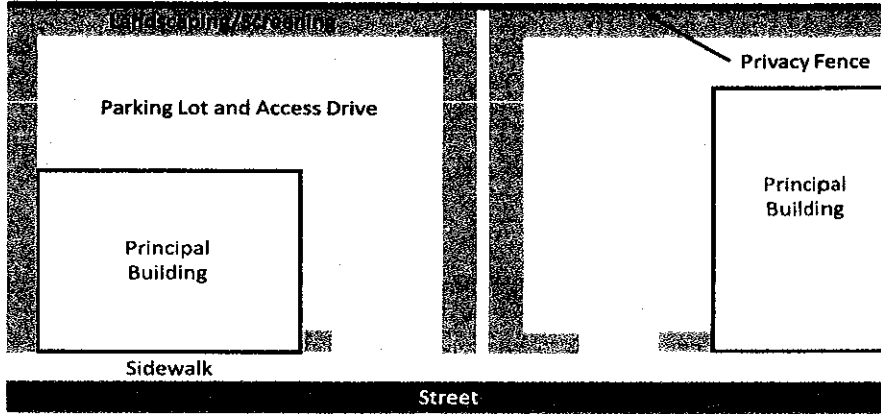
11. Plan Submission Requirements.

The following list is not exhaustive, but does indicate some minimum plan requirements to facilitate approval.

- A. Plans, based on an engineered survey, should include the following information
 - (1) Sizes and locations of parking spaces, including locations and dimensions of any compact and handicapped spaces
 - (2) Location, dimension, and grade of driveway or ramp
 - (3) Indication of traffic flow and direction
 - (4) Building entrances
 - (5) Location of storm water management facilities, including storm / trench drains
 - (6) Spot elevations and elevations of storm water facilities and drains in City Datum
 - (7) Location of lighting fixtures
 - (8) Location and dimension of curb cuts, pedestrian walkways, wheel bumpers and curb stops
 - (9) Location and dimension of landscaping buffers
 - (10) Location and dimension of interior landscaping, including area calculation (to satisfy interior landscaping requirement described herein)
 - (11) Plant schedule - numbers, sizes, types, and locations of plants used
 - (12) Proposed green parking techniques if applicable
 - (13) Traffic study, if requested

Example of Off-Street Parking Design:

Adjoining Commercial Lots with Residential District in the Rear



Corner Lot

