#### INVENTORY

# Subgroup I. City Council

## Series 1. Charter

Box 1

Charter, City of Oberlin, 1954 Charter Review Committee, see Subgroup XV. Series 26.

#### Series 2. Minutes

- Box 1 (cont.)
  Minutes of City Council, 1865-1904 (6v.)
- Box 2 Minutes of City Council, 1904-09 (1v.)
- Box 3
  Minutes of City Council, 1910-15 (1v.)
- Box 4
  Minutes of City Council, 1915-24 (1v.)
- Box 5
  Minutes of City Council, 1925-12/16/1963 (5v., 4f.)
- Box 6
  Minutes of City Council, 1/6/1964 12/19/77, missing 1/1971 2/25/1972, have 9/7/1971 (30f.)
- Box 7
  Minutes of City Council, 1/9/1978 5/1/1981 (10f.)
- Box 8
  Minutes of City Council, 6/29/1981 12/17/1984 (9f.)
- Box 9 Minutes of City Council, 1/1985 1/1987 (6f.)
- Box 10 Minutes of City Council, 2/1987 12/1988 (5f.)

# **Subgroup I. City Council (cont.)**

# Series 2. Minutes (cont.)

**Box 11** 

Minutes of City Council, 1989-1990 (24f.)

Box 12

Minutes of City Council, 1991-1992 (14f.)

Box 13

Minutes of City Council, 1993-1995 (3f.)

Box 14

Minutes of City Council, Official, 1992-96 (43f)

Box 15

Minutes of City Council, 1/16/1996-9/22/97 (4f)

Box 16

Minutes of City Council, 10/6/97-9/7/1999 (6f)

Box 17

Minutes of City Council, 9/20/1999 - June 2003 (23f)

# **Series 3. Annual Reports**

Box 1

Annual Reports, 1897, 1915-19, 1926-31, 1935-37, 1982-84 (23v., 1f)

Goodrich Room Case 2, Drawer 5

Annual Reports, 1900, 1903-14, 1921, 1947-48, 1950-55

## Series 4. Ordinances

Box 1

Compiled ordinances, 1880, 1894, 1906, 1914, 1928, 1936, 1947, 1957; Duplicates of 1928, 1936 Compiled Ordinances with corrections made in pencil; Originals, 1894-1924 (11v., 9f)

Box 2

Original ordinances, 1893-1957; Numerical List of Ordinances, 1931-1957, #89-#585; Compiled Ordinances, 1947 (6v., 2f)

# **Subgroup I. City Council (cont.)**

# Series 4. Ordinances (cont.)

Box 3

Numerical List of Ordinances (1-650) and Resolutions (280-612); Newspaper Clippings related to Ordinances, 1907-1917; Original ordinances, #1-1299, 4/5/1957 - 8/30/1977 (45f)

Box 4

Original ordinances, #1300-1835, 8/30/1977 - 12/18/1984; #85/1-91/100, 1/7/1985 - 12/16/1991 (65f)

Box 5

Codified ordinances, 1957, 1964 Codified ordinance booklet, 1972,1997-98 (Acc. 1997/145, 1998/126) (4f)

Box 6

Codified ordinances, replacement pages, 1998-2002 (5f) Ordinances 92-1 thru 93-60 (Acc. 1998/009) (8f)

Box 7

Ordinances 93-61 thru 96-115 (Acc. 1998/009) (11f) Ordinances 00-109, 00-111, 00-112 Ordinance, 2002

Box 8-9

Codified ordinances, replacement pages, 2004-08

Oversize: Compiled ordinances, pamphlets & clippings, 1895-1903, 1909 1927, 1944-54, 1967, 1973 (1v., 1f.)

## Series 5. Resolutions

Box 1

City Council Resolutions, 1903-23, 1931-96 (Acc. 1998/009) (3v. 29f.)

#### Series 6. Proclamations

Box 1 (cont.)

City Council Proclamations, 1972-77

# Subgroup I. City Council (cont.)

#### Series 7. Budgets

Box 1

City budgets, 1888; 1966, 1969, 1972, 1973, 1975, 1977, 1978, 1980, 1983, 1986 (11f.)

Budget summaries and requests, 1970

## Series 8. Correspondence

Box 1

Correspondence sent and received, 1896-8, 1957 (2f.)

Box 2

Correspondence sent and received, 1969-77 (8f.)

#### Series 9. Petitions

Box 1

Petitions to City Council, 1895

## Series 10. Subject Files

Box 1

Chamber of Commerce, 1999

Citizens Committee for Support of the Income Tax, 1967-68

City Council Subject files, 1967-80 (4f.)

Main Street Connections - Oberlin, Ohio: An undiscovered jewel of culture, architecture, history,. and charm! 1998 (1v)

Oberlin-Pittsfield Area: Design Concepts and Standards, 2004

Oberlin Planning Commission, 1971-80 n.d.

Open Space and Conservation Commission, 1973-80

Public Library Board, 1966-79

## Subgroup II. City Manager/Mayor

## Series 1. Correspondence

Box 1

Correspondence sent and received, 1967-78 (11f.)

# Subgroup II. City Manager/Mayor (cont.)

# Series 2. Reports to City Council (cont.)

Box 1

Reports and Memos to City Council, 2/72 - 12/19/86 (15f.)

Box 2

Reports and Memos to City Council, 1/2/87 - 1/3/89 (4f.)

Box 3

Reports and Memos to City Council, 1/6/89 - 12/17/90 (4f.)

# Series 3. Budget Messages

Box 1

Annual Budget Report, 1992 Budget Message, 1970

# Series 4. Speeches

Box 1 (cont.)

Speeches of City Manager, 1965-73

# Series 5. Newspaper Columns

Box 1 (cont.)

Newspapers columns of City Managers, 1975-6, 1980-1 (2f.)

#### Series 6. Directories

Box 1 (cont.)

City Managers' directories: Includes lists of city employees, and the membership lists of community groups and clubs 1970-77 (3f.)

## Series 7. Subject Files

Box 1

Subject files of office of City Manager (41f.)

## Series 8. Office of Mayor

Box 1 (phase box)

Mayor's Court Civil Dockets, 1856-1883 (1v)

# Subgroup II. City Manager/Mayor (cont.)

# Series 4. Office of Mayor (cont.)

Box 2 (phase box)

Mayor's Criminal Dockets, 1886-1890 (1v)

Box 3 (phase box)

Mayor's Criminal Dockets, 1890-1894 (1v)

Box 4 (phase box)

Mayor's Criminal Dockets, 1894-1897 (1v)

# **Subgroup III. City Clerk**

## **Series 1. Correspondence**

Box 1

Correspondence, 1966-76 (3f.)

## Series 2. Elections

Box 1

Election, 1871-76, 1912, 1971-7 (1f., 1v., 50 oversize sheets)

#### Series 3. Birth Records

Box 1

Birth Records, 1904-1908, 1919-1921, n. d. (2v.) Birth Certificates, 1907

#### Series 4. Disease Records

Box 1 (cont.)

Disease records, 1919-24 (1v.)

## **Series 5. Building Permits**

Box 1

Building permits, 1936-54, 1959-72 (19f.)

# Subgroup III. City Clerk (cont.) Series 6. Contracts Box 1 Contracts, 1888, 1914, 1920-5 1975-6 (2f.) Series 7. Financial records Box 1 (cont.) Clerk's financial records, 1935-47 **Series 8. Legal Documents** Box 1 Legal Documents, 1858 - 1909, 1933, 1950 (1v., 2f.) Series 9. Bonds and Acquisition Notes Box 1 Bonds and Acquisition Notes, 1971-72, 1975-77 (12f.) Series 10. Oaths and Bonds Box 1 (cont.) Oaths and bonds of City Officials, 1909-21 (1v.) Series 11. Clerk's Balance Sheets Oversize: Clerk's balance sheets, 1904-06 (1v.: 19x24x2) Series 12. Scrapbook Box 1 Oversize Scrapbook compiled by City Clerk: Newspaper clippings, 1987-93 Series 13. Chattel Mortgages [Moved from Oberlin Community Misc. August 2001] Box 1 Chattel Mortgages, 1878-85 (2v)

Series 14. Board of Health Register of Deaths, 1888-1908 (1v)

[bound volume on shelf]

# **Subgroup IV. City Treasurer**

# Series 1. Ledgers

Box 1

Ledgers, 1877-95 (2v., 1f.)

Box 2

Cash Books, 1883-9, 1912-41 (5v.)

Box 3

Cash Journal, 1912-25 (1v.)

#### Series 2. Real Estate Valuations and Tax Assessments

Box 1

Real Estate Valuations, 1910, 1915-16

Box 2

Oversize: Tax Assessments, 1906-07 (1v., 1f.)

# **Subgroup V. City Auditor**

#### **Series 1. Financial Statements**

Box 1

Monthly financial statements, 1969-71, 1980-81 (2f.) Yearly financial statements, 1995-98

## Series 2. Bonds and Notes

Box 1 (cont.)

Bonds and Notes, 1971-72 (2f.)

Box 2

Bonds and Notes, 1972-78 (12f.)

# **Subgroup VI. City Solicitor**

## **Series 1. Case Files**

Box 1

Case Files, 1970

# **Subgroup VII. Water Works**

#### Series 1. Minutes

Box 1

Minutes, 1886-1925 (4v.)

## Series 2. Ledgers

Ledgers of meter readings and financial accounts, 1886-1907 (3v.)

Ledger of meter readings, 1888-91 (1v.)

Box 2

Ledger of receipts, 1888-96 (1v.)

# Series 3. Sewer Specifications and Water Works Reports

Box 1

Contracts, Specifications and Reports, 1888-1913, 1960 - 62, 1974, 1993 (11f.)

Box 2

Reports of Commission to examine Oberlin Water Works, 1915 (4f.) Treatment Plant Improvements, 1981, and Rates, 1959

# Subgroup VIII. Public Works/City Engineer

## Series 1. Correspondence

Box 1

Correspondence 1963-72 (3f.)

#### Series 2. Case Files

Box 1 (cont.)

One Case File: WWTP Hydro Clear Protest, 1973

#### Series 3. Personnel Files

Box 1 (cont.)

Personnel files, 1977 (3f.) (some restricted)

## **Subgroup VIII. Public Works/City Engineer (cont.)**

# Series 4. Bids, Contracts and Specifications

Box 1

Brick Pavement Specifications, 1895, c. 1900 [acc. 2001/94] Bids, Contracts and Specs, 1954, 1956, 1959-60, 1976-7 (23f.)

# Series 5. Subject Files

Box 1

Subject files, 1970-77 (17f.) - see series descriptions for list

#### Oversize

Street Grades of Oberlin, 1908 (1v.: 22x14x1.5)

# **Series 6. Westwood Cemetery**

[Moved from 31/3 - Oberlin Community - Miscellaneous, Aug. 2001]

Box 1

Oberlin Cemetery Association, 1861-1912 (3f) Westwood Cemetery, 1955-70 (5f)

## **Subgroup IX. Police Department**

## Series 1. Records of Reports

Box 1

Summary Reports for 1941-2, 1969-72 (1v., 1f.)

# Series 2. Reports

Box 1 (cont.)

Accident reports, Cases, 1970-75 (2f.) \*Restricted Demonstrations anti-SDS, 1969 [1997/141] - see also photos -\*Restricted

#### Series 3. Memos

Box 1 (cont.)

Memos, 1973

# Series 4. Log Books

Box 1 (cont.)

Record of Individuals Fingerprinted, 1962-1975 (1 vol.)

# **Subgroup IX. Police Department (cont.)**

#### Series 5. Photos

Box 2

Demonstrations anti-SDS [1997/141] \*Restricted (2f) Miscellaneous Photographs, 1969, n.d.

#### Series 6. Personnel

Box 1 (cont.)

Examinations, 1979, \*Restricted Police Chief search, 1976 (2f.) \*Restricted

# **Subgroup X. Fire Department**

# **Series 1. Empire Hook and Ladder Company**

Box 1

Empire Hook and Ladder Co., 1875-86 (2v.)

Series 2. Hose Co. #1

Box 1 (cont.)

Hose Co. #1, 1894-1909 (2v.)

# Series 3. Lorain Engine Co. #1

Box 1 (cont.)

Lorain Engine Co. #1, 1866 (1v.)

# **Series 4. Oberlin Fire Department**

Box 1 (cont.)

Oberlin Fire Department, 1880-1978 (3v., 5f.) Annual reports, 1979-1980, 1990-1991 (Acc. 1997/144) (4f) Newspaper Clippings, 1953, 1956, c. 1960s, c. 1970s

## **Subgroup XI. Oberlin Municipal Light and Power Systems**

## Series 1. Correspondence

#### Box 1

City Manager, 1980 Municipality Formation, 1974-75, 1979, 1981, 1986 Ohio Edison, 1970-71, c.1973-79

#### **Series 2. Public Utilities Commission**

#### Box 1 (cont.)

Minutes, 1992-98

## Series 3. Subject Files

#### Box 1 (cont.)

Agreements and Contracts, n.d.

Bike Trail, 1988

Blueprints Showing Electrical Service, 1961, 1970, 1975, 1977

Brochures, 1985, 1989, n.d.

Carnegie Library Electrical Plans, 1984-86

Clippings, 1970, 1980, 1988

Contract Documents -- Forms for Bids

Electric Fund Report, 1957

Financial Records, 1984-85, 1991-93

Light Plant: Future Status

Lorain County Airport -- Electric Service, 1985-86

Meter Reading Service Proposals, 1986-87, 1989-90

Misc. Documents, Maps, 1980s

#### Box 2

Municipal Gas Service -- Feasibility Studies, 1984-86

Ohio Edison -- Ordinance, 1970

Poston Power Proposition -- AmpOhio

Personnel Policy and Procedure Manual, 1991

Servus Centers at Oberlin, n.d.

Transmission Towers -- Stressors, 1949, 1975, n.d.

Tree Planting Program, 1982, 1985, n.d.

Utility Pole Survey & License Agreement, 1971-85

## **Subgroup XI. Oberlin Municipal Light and Power Systems (cont.)**

#### Series 4. Accession 2011/080

#### Box 1

Oberlin Municipal Light and Power System, general information packet, 1969 Economic Survey and Recommendations for Oberlin Municipal Light and Power System, 1969

Purchase Power Study for the City of Oberlin, OH, by Glaus, Pyle, Burns and Dehaven, Inc., 1980-81

Project Financing, 1989

Transcript of meeting re: the Municipal Light Plant, 1941

Village of Oberlin Mortgage Bonds: Municipal Light and Power, 1935

Survey and Report: Municipal Power Plant of Oberlin, Ohio, by W. Vance Middough & Associates, 1956

Downtown Oberlin Improvement Plan, Lorain County Regional Planning Commission, 1981

Ohio Edison Company Power Supply Facilities in Oberlin Area, 1955-56

Oberlin Municipal Light and Power System Open House program, May 27, 1959

Photos, 14 prints and copy printed images, 2002 and n.d.

Oberlin Municipal Light and Power Plant Mortgage, 1935

Oberlin Collect Student Housing Project, 2003 (2 f)

#### Box 2

Electrical Records ledger for the city of Oberlin, c. 1993-95 Electrical Records ledger for the greater rural area, c. 1993-95

#### Box 3

City of Oberlin, Ohio Rate Study, January 1975

City of Oberlin, Ohio Report on Electric Distribution System Study, April 1955

City of Oberlin, Ohio Study and Report of Electrical Generating System, August 1979

City of Oberlin, Ohio Study and Report of Electrical Distribution System, May 1975

Correspondence-Oberlin College Field House Proposal, 1987-89, 1992, 1995

Correspondence-Welty, Deeter and Wiechel, 1975

Kettering Science Building Energy Consumption, 1997

King Building Energy Consumption, 1997-98

Metro Parks Pool Project, 2000-02

#### Box 4

Oberlin Aquatic Facility, 1999

Oberlin College Co-Gen, 1997

Science Facility Plans, c. 1999-2000

Transcript of Meeting regarding the Municipal Light Plant, Oberlin, 1941

## Subgroup XII. Code Administrator/EEO-AA Officer

## Series 1. Correspondence

Box 1

Correspondence, 1970, 1972-77 (10f.)

## **Series 2. Building Permits**

Box 1 (cont.)

Building permits, 1960-67, 1970-72 (2f.)

## **Series 3. Housing Inspection Records**

Box 1 (cont.)

Records and Correspondence (4f.)

## Series 4. Weed and Grass Control

Box 1 (cont.)

Weed and Grass Control records, 1975-6 (16.f)

## **Subgroup XIII. Grounds Director**

[No records received to date]

## **Subgroup XIV. Director of Community Development**

## Series 1. Gillespie, William - Personal

Box 1

William Gillespie's career, 1972, 1974

# Series 2. Correspondence

Box 1 (cont.)

Correspondence, Memos, Speeches, 1971-74, 1982-84 (17f.)

## Series 3. Subject Files

Box 1 (cont.)

Subject files, Cobb Project - Lisnick property, 1971-4 (16f.)

Box 2

Subject files, Mandatory Land Dedication-Sewer Info. (14f.)

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Subgroup XIV. Director of Community Development (cont.)
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Series 4. Publications

Box 2 (cont.)

Publications, n.d.

## **Subgroup XV. Boards, Committees, and Commissions**

Series 1. Board of Commerce, 1895-1918 (1 v., 2f.) See RG 31/3

#### Series 2. Civil Service Commission

Box 1 (cont.)

Subseries 1: Minutes, 1952-56, 1960, 1966-69, 1998 (Acc. 1998/009) (3f., 1 reel)

Subseries 2: Correspondence, 1954-55, 1962, 1964-65, 1967-69, 1971, 1973-4 (9 f.)

**Subseries 3: Annual Reports, 1952, 1958-65 (3 f.)** 

Subseries 4: Examinations for police & fire depts., 1954-56, 1958, 1961, 1967, 1969-70, 1972-76, n.d. (15 f.)

Subseries 5: Appeals Cases (\*\*RESTRICTED\*\*), 1973, 1975-79, 1983 (10f.)

Subseries 6: Subject Files, 1954-70, 1994-95, n.d. (5 f.)

# Series 3. Clean City Committee

Box 1

Memos, notices, 1971

## Series 4. Committee of Lamps

Box 1 (cont.) Letters, 1887

#### Series 5. Firemen's Relief and Pension Board

Box 1 (cont.)

Minutes and Correspondence, 1940-62

#### **Series 6. Historic Preservation Commission**

Box 1

**Subseries 1. Annual Reports, 1981-82** 

Subseries 2. Minutes, 1975, 1981-82, 1984-96 (9f.)

Box 2

Subseries 3. Correspondence, 1973-96 (14 f.)

Box 3

**Subseries 4. Financial Records, c. 1980s-1990s** 

Subseries 5. Oral History Subcommittee, 1978-89

Correspondence, 1981-89
Financial Records, c. 1980s
History Questionnaire, 1983
Interview Records and Transcripts, c. 1980s
Members, Lists of, 1978-87
Minutes, 1981-86
Project Guidelines and Release Forms, c. 1980s

# Subseries 6. Campaign to Save the Roundhouse, 1989-1990.

#### Box 4

Alternative Development Proposals, 1990
Architectural Assessment, 1998
Articles, 1989-90
Correspondence, 1989-90 (2f.)
Miscellaneous Notes, 1989-90
Roundhouse, Miscellaneous Drawings of, c. 1989-90

## Subseries 7. Photographs, 1989-90, n.d.

#### Box 5

Roundhouse, Prints and Negatives, 1989-90 Wright House, Elm Street, n.d.

# Subgroup XV. Boards, Committees, and Commissions (cont.) Series 6. Historic Preservation Commission (cont.)

## Subseries 8. Subject Files, 1975-96

#### Box 6

Historic Preservation Commission Members, Lists of, c. 1980s-1990s Internships, 1993-96

Lighting, 1981

Miscellaneous Information Related to the Tenure of Roland Baumann as Chair, 1990

National Register of Historic Places, 1977-78

Oberlin Film Project, 1982

Oberlin Historic Buildings, Lists of, c. 1970s

Ohio Historic Inventory Forms (filled in), 1975-77

## Series 7. Hospital Board

#### Box 1

Minutes, letter, 1969-74 (4f.)

## **Series 8. Housing Renewal Commission**

## Box 1 (cont.)

Subseries 1. Minutes, 1962-68, 1973, 1975-78, 1980-81 (2 f.)

Subseries 2. Correspondence, 1962-73, 1975-87, 1990 (3 f.)

#### Subseries 3. Case Files, 1967-80

115 North Pleasant, 1967-68 Carson Roofing Complaint, 1980 Dawson, Cleo, 1978-79 Holodnick, William, 1977 Martin, Ladd, 1980 Squires, Eugene, 1973-75

# Subseries 4. Subject Files, 1970-86, n. d.

Housing Advisory Committee Roster, n. d.

Lawn Care Contest, n. d.

Members, Lists of, 1975, 1986

Miscellaneous Notes, n. d.

Oberlin Rental Housing Market Survey, n. d.

Public Housing Goals, n. d.

Report to City Council, 1970

# Series 9. Human Relations Commission (Some Files Restricted Due to Confidential Information)

Box 1

Subseries 1. Annual Reports, 1971-1972

Subseries 2. Minutes, 1970-91, 1994-95, n. d. (7 f.)

Subseries 3. Correspondence, 1970-95, n. d. (15 f.)

\*Subseries 4. Case Files, 1970-94, n. d. (63 f.) (\*Restricted\*)

Box 1 (cont.)

Index of Case Files

Individual files, arranged alphabetically (61 f.)

Miscellaneous Files, notes relating to

## Subseries 5. Subcommittee Files, ca. 1970s-90s

Box 1 (cont.)

Equal Opportunity Committee, 1982

Health Subcommittee

Juveniles and Youth Subcommittee

Police-Community Relations Subcommittee

Schools Subcommittee

Subcommittee Members, Lists of

Subcommittees, Reports of

## Subseries 6. Miscellaneous Topical Files, 1970-1995

Box 1 (cont.)

Affidavits, 1977, 1984

City Manager search, 1971

Clean Indoor Air Ordinance--Draft, 1990

Committee Members, list of, 1970, 1989

Equal Employment Opportunity and Marshall Whitehead, 1978,1980-93

Equal Employment Opportunity Ordinance, Drafts, 1974

Equal Housing Opportunity Conference, 1983

Fair Housing Ordinance, Revisions, 1973

Fair Housing Workshop, n. d.

Formation of Human Rights Commission, 1970

Guidelines and forms, 1970-1995

"The Holocaust" essay contest (includes essays), 1978

# Series 9. Human Relations Commission (cont.)

## Subseries 6. Miscellaneous Topical Files, 1970-1995 (cont.)

Box 1 (cont.)

Minority Business Enterprise Program, 1987

Miscellaneous clippings, 1973-94, n. d.

Oberlin Survey, n. d.

Ordinance, Establishment of Human Relations Commission, 1910 (copy)

Progress Report of the Human Relations Commission, 1990

Race relations survey, n. d.

"Roots" essay contest (includes essays), 1977

Sellew Housing Fund, 1971-72

Utility Deposit Ordinance Research Findings, c. 1982-83

## Subseries 7. Publications File, 1970, 1985

Box 1 (cont.)

**Publications**, 1970, 1985

#### Series 10. New Communities Committee

Box 1

Memos, letters, membership list 1971-3 (2f.)

# **Series 11. Oberlin Housing Committee**

Box 1 (cont.)

Reports, minutes, financial, 1958-63 (7f.)

(Map of Oberlin indicating race of residents moved to SG. XVII, Series 4)

# **Series 12. Open Space Commission**

Box 1 (cont.)

Bylaws, 1986, n.d.

Membership, 1987-92

## **Series 13. Planning Commission**

Box 1

Subseries 1. Minutes, 1956-59, 1965-95 (36 f.)

Box 2

Subseries 2. Correspondence, 1956, 1964-83, 1985-94 (33f.)

## Series 13. Planning Commission (cont.)

#### Box 3

# Subseries 3. Public Hearings, 1973-76

Allen Art Museum, 1975
Brooks, 1975
Cobb Subdivision, 1975
Day Care Center Parking Lot (Oberlin Early Childhood Center), 1975
Demby Parking, 1973-76
Diamond Subdivision, 1974
Grey Gables, 1976

#### Box 4

# Subseries 4. Inquiries, Reports, and Studies, 1957-80, 2004

"Comprehensive Plan--Education Component," ca. 1969

"Comprehensive Plan Update 2004"

Detergents, 1971

Flood Insurance Study, 1979

Flood plain report and maps, 1970, 1975

Inventory of Ohio Soils--Lorain County, 1972

Major Thoroughfare Plan, 1961

Neighborhood Analysis Study, 1960-1970 (2 f.)

Oberlin Central District Study (Gruen Plan), 1957

"Oberlin Women's Service Work Center," 1973

"Plan for Oberlin," 1970 (spiral and loose)

School for Black Re-Identification (Shule Ya Kujitambua), 1973

Street Tree Survey & Recommendations, ca. 1970s

Survey and Planning Application for the Plum Creek-South Redevelopment

Area, Oberlin, Ohio: submitted to the Dept. of Housing and Urban

Development by the City of Oberlin, ca. 1969

Transportation Studies, 1970, 1973 (2 f.)

"Vocational School Sewer." 1970-71

"Water Pollution/Wastewater Treatment Plant," 1968-71

#### Box 5

# Subseries 5. News clippings, 1957-59, late 1960s, early 1970s

Primarily about the work of the Planning Commission and the Gruen Plan

# **Series 13. Planning Commission**

# Subseries 6. Subject Files 1956-1993, 2006-07, n. d.

Annexation, 1968-73

Bikeways (map of bike paths around Oberlin), 1969

Clark Property, E. Lorain Street, 1972-73

Commercial Property (correspondence, maps, statistics regarding commercial property), 1969, 1973-74

Day Care, ca. 1971

Deed Transfers, 1968

Demographic Information, Oberlin, 1969-71

Employment Questionnaire (blank), n. d.

Environmental Assessment, n. d.

Food-Plex, 1973

Game Farms, n. d.

The Gashouse Gazette, 1990

Long Range Planning Committee (members, minutes and agendas), 1979, n.d.

Meeting Dates, Lists of, 1977-84, 87-89

Miscellaneous Lorain County maps (found loose in files)

Oberlin Land Use (maps, plan, inventory), 1962-66

#### Box 6

Off-street Parking, 1970-76, n. d.

Open Space Advisory Commission Minutes, 1969

Plumbing Code Committee, 1956

Proposed Shopping Center, 1973

Public Utilities Report, 1970

Residential Property (information and correspondence regarding subdivisions, procedures, maps), 1969, 1971, 1973 (6 f.)

701 Planning Grant (correspondence, contract, reports, and 1968 resume and biography of Gail Ornstein, resident planner), 1968 (4 f.)

Taxation, City of Oberlin and Lorain County, 1965-72

Texaco Station, 1974

Zoning Map Ordinance (167 South Pleasant), 2006-07

Zoning Reviews, 1993

#### Series 14. Public Arts Committee

#### Box 1

Correspondence, memos, 1965-8

#### Series 15. Public Utilities Commission

Box 1 (cont.)

Minutes, 1956-60, 1979, 1981-4, 1987, 1990-91, 1993 (2f.)

Correspondence, 1979-90, 1992 (2 f.)

Recommendations to City Council, 1979

#### **Series 16. Records Commission**

Box 1 (cont.)

Ordinance of Creation, 1980

## **Series 17. Recreation Commission**

Box 1 (cont.)

**Subseries 1. Minutes, 1980-91, 1993 (16f)** 

Subseries 2. Correspondence and Misc. info., 1966-1979, 1980-93 (12f.)

Subseries 3. Personnel Files, 1975-6, 1991

Subseries 4. Building use permits, 1984

Subseries 5. Program Files, 1975-9 (3f.)

#### **Series 18. Tree Committee**

Box 1 (cont.)

Minutes, list of members, 1956 (2f.)

Report of Tree Committee, RE: Dutch Elm Disease, 1 April, 1963

#### Series 19. Zoning Board of Appeals

Box 1 (cont.)

Subseries 1. Minutes, 1935-55, 1956-61, 1971 (9f.)

Subseries 2. Correspondence, 1973

Subseries 3. Appeals Cases, 1971-3 (2f.)

## Series 20. Oberlin Community Improvement Corporation

Box 1

Subseries 1. Annual Reports, 1986, 1991

Subseries 2. Minutes, 1973-83, 1985-92 (10 f.)

# Series 20. Oberlin Community Improvement Corporation (cont.)

Box 2

Subseries 3. Correspondence, 1960s, 1972-73, 1976-93 (16 f.)

Box 3

Subseries 4. Financial Records, 1978-91

Budgets, 1986-89 Financial Statements, 1979-91 Gilford Instrument Laboratories, Inc., 1978-80

# Subseries 5. Subject Files, c. 1970s-1993

Activities Report, July 1989-December 1990, 1989-90 Advertising, 1989

Agreement Between Lorain County Regional Planning Commission and Oberlin Community Improvement Corporation, 1981

Disvolo Doth 1000 00

Bicycle Path, 1986-88

Carrell, Jeptha, Miscellaneous Notes of, 1989, n. d.

(See also the Personal Papers of Jeptha Carrell, 30/251)

Economic Development Program, 1989

EXPO Lorain County, 1986

Facade Restoration Loan Program, 1987

# Subseries 5. Subject Files, c. 1970s-1993 (cont.)

#### Box 4

Industrial Revenue Bonds

Inquiry Forms, n. d.

Meetings, Lists of, 1992

Miscellaneous Notes, c. 1980S

Oberlin Community Improvement Organization, Formation of, 1966, 1977 (includes Articles of Incorporation)

Oberlin Community Improvement Organization, Members, Lists of, 1970s-1993

Ohio National Guard

Opposition to Ohio House Bill 747 (Public Utilities), 1988

Publications, 1986

Retention/Expansion

Revolving Loan Fund, 1986-89

Three Year Work Plan, 1990

Video Project, 1986-87

Worthington Foods, 1988

# Series 21. Community Development Block Grant

Box 1

Subseries 1. Minutes, 1981-84

Subseries 2. Correspondence, 1975, 1979, 1982-85 (5f.)

Subseries 3. Downtown Oberlin Revitalization Project, 1984

Application, 1984 Correspondence, 1984 Grant Applications, 1983 - 84 Notes from Public Hearings, 1984

# **Subseries 4. Job Placement Program, 1984**

Application, 1984 Correspondence, 1984, 1985 (3f) Placements, Lists of, 1984 Proposal by Lorain County Vocational Center, 1984

## **Subseries 5. Sanitary Sewer Project, 1983**

Application, 1983 Correspondence, 1983 Minutes, 1983

#### **Subseries 6. Small Cities Program, 1978-83**

Correspondence, 1984-85
Applications, 1978
Housing Rehabilitation, Program Guidelines, 1983
Housing Rehabilitation, Recommendations for Contract, 1983
Water Tank, Correspondence, 1978-79
Water Tank, Pre-application, 1979

#### Box 2

## **Subseries 7. Water Main Improvements, 1983**

Contract with the Department of Housing and Urban Development, 1983 Correspondence, 1983 Pre-construction Meeting Agenda, 1983

# Subgroup XV. Boards, Committees, and Commissions (cont.) Series 21. Community Development Block Grant (cont.)

Box 2 (cont.)

Subseries 8. Complaint Files, 1982-84

Bozsoki Builders, 1982 Kingsman Dispute, 1983-84 Lumpkin Builders, 1982 Nor-Con, 1982

## Subseries 9. Subject Files, 1980-86

Audits, 1981-86 Childers Construction Contract, 1986 Contract with Planning Resources, Incorporated, 1981 Lorain County Economic Development Committee, 1980

# Series 22. Library Board of Trustees, 1969-88

#### Box 1

**Subseries 1. Minutes, 1982-87 (2f)** 

Subseries 2. Correspondence, 1976-88

## Subseries 3. Subject Files

Financial Information, 1980-81 Members, Lists of, 1982-85 "A Statement of Policy for the Oberlin Public Library," 1969

## Series 23. Miscellaneous Boards, Committees, and Commissions

#### Box 1

Ad-Hoc Americans with Disabilities Act Committee, 1992

Ad-Hoc Can Ban Committee, 1983-85 (2 f.)

Ad-Hoc Park Review Committee, 1986

Bicentennial Commission, 1986-88 (3 f.)

Cable Communications Ad-Hoc Committee, 1982

Census (various committees), 1970s-80s (3 f.)

Citizens Cable Advisory Committee, 1982-1992, n. d. (7 f.)

Community Relations Committee, 1964 (copy)

Downtown Merchant Commission, 1983-85

Downtown Commission, 1992-93 (2 f.)

Manor Real Estate Co., 1959-61 (1 f.)

Minority Business Enterprise Program, 1986-95 (12 f.)

Mosquito Control Committee, 1984-87

#### Series 23. Miscellaneous Boards, Committees, and Commissions (cont.)

Box 1 (cont.)

Oberlin Cycling Club, 1982-83

Oberlin Early Childhood Center, 1972-81 (6 f.)

Police Station Advisory Committee, 1984-87 (2 f.)

Pool Committee, 1966, 1990-95 (4f.)

Senior Citizens Advisory Committee, 1984

Sesquicentennial Committee, 1980-83 (5f.)

Sidewalk Project

Solid Waste Task Force, 1989-93 (3 f.)

#### Box 2

Strategic Planning Committee, 1989-92, n. d. (11f., 1 vol.)

Urban Renewal Committee, 1962, n. d.

Westervelt Preservation Committee, 1973-80, (4 f.)

Youth Task Force, 1980-81 (5 f.)

#### Series 24. Oberlin Board of Health

#### Box 1

Abatement, Articles 1909-12

Minutes, Ordinances, 1893-1910 (2v contained in 1f)

# Series 25. Oberlin Pool Committee (Ad-Hoc Council Pool Committee)

#### Box 1

Correspondence, 1993-96, 1999 (4f)

Crane Pool, 1994-95

Fund Raising, 2000

Grand Proposal, 1994

History of the Pool Campaign, 1999

Land Appraisal, 1993

Levy Committee, 1999

List of Committee Members, 1995-96

Minutes of Meetings, 1995-96

Newspaper Articles, 1963, 1977, 1994-2000 (3f)

Proposal to build a Swimming Facility, 1988, 1994-95 (3v contained in 1f)

Public Endorsements of the Proposal Pool, 1995

Report of the Ad-Hoc Swimming Pool Committee, 1966

Reports, Articles, RE: Recreation, 1991-92 (2f)

Site Plan, drawings 1995-96, 1999 (2f)

Survey of Community, 1996-97, 1999

Photographs, 1999

Box 1

Series 26. Charter Review Committee, 2004

## Subgroup XVI. Special Projects

Box 1

Series 1. Kids City Oberlin/Elyria, 1999 (2 v)

## **Subgroup XVII. Visual Materials**

# Series 1. Photographs (see also within various series)

Box 1 (pamphlet box)

Transparencies of proposals for improvement of rear facades of city buildings, ca. 1960s [2010/063]

## Series 2. Ephemera

Case I, Drawer 25

Poster, Fair Housing, n.d. 14.5" x 11". [2010/047]

#### Series 3. Architectural Records

#### Box T1

Waterworks (blueprints) [2010/047]:

Knowles Steam Pump Works, Warren, Mass., n.d. Plan, Steam End Elevation, Suction, and Water End Elevation. 17 ¾ x 26 ¾".

Gordon and Maxwell Co., n.d. Foundation Plan. 23 ¼ x 21 ½".

Designer not indicated, 1875, 1882-1885, n.d. Specifications for Steampowered pump. 34 sheets (see accession record).

George F. Blake Manufacturing Co. Makers, Boston & New York, 10-19-1885. Pumping House for Hillsdale Waterworks at Hillsdale, Michigan. 19 7/8 x 26 ½".

Newark Filtering Company, Newark, NY, 3-22-1882. Plan and Elevation of 2-10' Filter Showing Pipe Connections for Waterworks, Charlestown, West VA. 23 x 29".

Designer not indicated, 1915 (approved July 1915). Oberlin Waterworks Reservoir Addition, 26 x 36".

## **Subgroup XVII. Visual Materials (cont.)**

## Series 3. Architectural Records (cont.)

#### Box T1

Oberlin Public Housing, Lorain Metropolitan Housing Authority, Meathe and Kessler, Architects (blueprints), 1964-65. 2 sheets: 23 ½ x 36". [2010/047]

#### Box T2

Downtown Oberlin Improvement Plan (vellum), Ernie Kovacs for the Lorain County Regional Planning Commission, July 1981. 2 copies: 36 x 42; 36 x 54". [2010/047]

## Case 1, Drawer 10

Railroad Station Grounds at Oberlin, Ohio (blueprint, fragment), encapsulated, n.d. 13 x 21". [2010/047]

#### Case 1, Drawer 21

City Hall, proposal sketch (pencil on board), Herk Visnapuu and Robert C. Gaede, Associated Architects, August 1961. 21 ½ x 31 ½". [2010/047] Public Housing on Vine Street, color presentation drawing on board, n.d. 19 x 29 ¾". [2010/047]

# Case 1, Drawer 25

- City Hall, Preliminary Study, Additions to, Scott Kluth, Schaefer & Associates (sepia print, encapsulated), 1969. 23 ½ x 22. [2010/047]
- Oberlin Municipal Light & Power Systems, n.d. Site plan, original concept layout (tracing paper, encapsulated). 18 x 32". [2010/071]
- Vine Street Park Plans, Louise M. Dunn, L.A., n.d. (marker on paper; encapsulated). 19 x 24" (2 copies). [2010/047]
- Gilford Instruments Laboratory, Darnon, Worley, Cady, Kirk, Architects, n.d. Presentation drawing of signage for Gilford Instrument Laboratories, Inc. Felt tip marker on board (encapsulated). 15 x 20". [2010/047]
- Gilford Instruments Laboratory, Ulrich Engler, Reg. Architect, South Euclid, OH, 4-15-1965; revised 4-19-1965, 5-15-1965. Additions to Gilford Instruments Laboratories, 132 Artino St., Oberlin, OH. Blueprints, 23 ¾ x 36 ¼" (4 sheets). [2010/047]
- Gilford Instruments Laboratory, Darnon, Worley, Cady, Kirk, Architects, 1971. Blueprints, 42" x 26" (20 sheets). [2010/047]
- Gilford Residence, Ulrich Engler, Alvah F. Seibert, Reg. Architects, 5-2-1966 and 5-8-1966. Residence for Mr. and Mrs. Saul B. Gilford, Edgemeer Place, Oberlin, OH. Blueprints, 24 x 36" (7 sheets). [2010/047]

## **Subgroup XVII. Visual Materials (cont.)**

# **Series 4. Maps** [2010/047]

#### Box T2

Oberlin Street System Plan (blueline), 1956. 36 x 51". Oberlin Bike Path (vellum), 1985. 40 ½ x 49".

#### Box T3

Westwood Cemetery, 1946-47, n.d. (7)

Section A, 12-22-1947 (blueline with pencil, ink). 27 ½ x 38".

Section B, 10-28-1946 (blueline with pencil, ink). 29 1/4 x 39".

Section B, n.d. (blueline with pencil, ink). 30 x 39".

Section C, 10-1946 (blueline with pencil, ink). 29 1/4 x 39 1/2".

Section D, 11-1946 (blueline with pencil, ink). 29 ½ x 38".

Section E, 10-1946 (blueline with pencil, ink). 29 ¼ x 39 ½".

Section E, n.d. (graph paper with colored pencil, ink). 24 x 23".

#### Flat Box 1

Westwood Cemetery, ca. 1864. 10" x 15". 34 pages.

#### Case 1, Drawer 25

Evenchik Apartments, Survey & Topo Map, Laundon, Huffman, Simon, Reg. Surveyors, 1969 (blueline). 36 x 24".

(See also RG 53 Architectural Records: Apartments, Oberlin)

Plumb Creek South, Urban Renewal Area, Land Use and Building Conditions Map, n.d. (ink & marker on vellum paper; encapsulated). 24 x 36".

Westwood Cemetery, Section E, n.d. (graph paper with crayon, ink; encapsulated). 24 x 23".

City of Oberlin, Visnapuu & Gaede, Architects & Planners, ca. 1950s (ink on paper). 2 copies: 8 ½ x 11" and 15 x 24" (encapsulated).

Oberlin and Vicinity, Visnapuu & Gaede, Architects & Planners, ca. 1950s (ink on paper). 17 x 20 ½".

City of Oberlin, Office of the City Engineer, n.d. Blueline with colored crayon to indicate race of residence for the Report to the Commission on Race and Housing by Davis McEntire, n.d. 14 ½ x 22 3/8". Transferred from SG. XV. Boards, Committees, and Commissions, Series 11. Oberlin Housing Committee, Box 1, folder title "Highlights 'Residence and Race'."