



**CITY OF HUBER HEIGHTS
STATE OF OHIO**

City Council Work Session

September 21, 2021

6:00 P.M.

City Hall – Council Chambers – 6131 Taylorsville Road

1. **Call Meeting To Order/Roll Call**
2. **Approval of Minutes**
 - A. September 7, 2021
3. **Work Session Topics Of Discussion**
 - A. City Manager Report
 - B. 911 System Upgrade
 - C. Supplemental Appropriations
 - D. Tax Rate Certification - Montgomery County
 - E. Tax Rate Certification - Miami County
 - F. Enterprise Fleet Leases
 - G. Chambersburg Road West Widening Improvement - Grant Application
 - H. Water Main Lining Project Update
 - I. Ray's Drive-Thru Discussion
 - J. Park Field Leases

K. Arts and Beautification Commission Update Presentation

L. Brandt Pike Revitalization Project

4. **Adjournment**

AI-7797

Topics of Discussion B.

Council Work Session

Meeting Date: 09/21/2021

911 System Upgrade

Submitted By: Maria Beisel

Department: Police

Division: Police

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 09/21/2021

Audio-Visual Needs: None

Emergency Legislation?: No

**Motion/Ordinance/
Resolution No.:**

Agenda Item Description or Legislation Title

911 System Upgrade

Purpose and Background

The current Power 911 system has reached its end of life and must be upgraded to maintain operations and compatibility with other equipment, components and consoles. Enhancements to this system are part of the overall upgrades to the entire Communications Division 911 systems.

Fiscal Impact

Source of Funds: 911 Fund

Cost: \$157,000

Recurring Cost? (Yes/No): No

Funds Available in Current Budget? (Yes/No): Yes

Financial Implications:

The current system will become obsolete and unsupported.

Attachments

Proposal

Resolution



Company Name: Intrado Life & Safety Solutions Corporation

System Upgrade

for

Huber Heights PD, OH

(Direct Sale)

VIPER 2021 CPE Promotional Pricing

Quote Number: 59095

Version: 4

August 09, 2021

The terms and conditions available at <https://www.intrado.com/legal-privacy/terms/call-handling> as of the date of this Quote will apply to this Quote, unless the parties have entered into a separate mutually executed agreement, or Customer is purchasing under a cooperative purchasing agreement. The terms of this Quote will govern any conflict with the above-mentioned terms, and Customer's issuance of a purchase order for any or all of the items described in this Quote will constitute acknowledgement and acceptance of such terms. No additional terms in Customer's purchase order will apply. This document contains confidential and proprietary information of Intrado, and such information may not be used or disclosed without prior written consent.

Summary - Huber Heights

Item	Cost
Systems	\$81,406.50
Services	\$36,700.00
Recurring Services	\$29,550.00
Maintenance	\$120,574.40
Discount	(\$111,766.45)
Total:	\$156,464.45

Year	Systems	Professional Services	Recurring Services	Maintenance Services	Discount	Totals
Year 1	\$81,406.50	\$36,700.00	\$5,910.00	\$22,113.00	(\$60,889.24)	\$85,240.26
Year 2			\$5,910.00	\$24,095.40	(\$12,502.65)	\$17,502.75
Year 3			\$5,910.00	\$24,437.44	(\$12,645.17)	\$17,702.27
Year 4			\$5,910.00	\$24,786.36	(\$12,790.56)	\$17,905.80
Year 5			\$5,910.00	\$25,142.20	(\$12,938.83)	\$18,113.37
Totals	\$81,406.50	\$36,700.00	\$29,550.00	\$120,574.40	(\$111,766.45)	\$156,464.45

Configuration Parameters - Huber Heights**Site Configuration**

Total Positions	4
Total Number of E9-1-1 CAMA Trunks	8
Total Number of FXO Lines	0
Total Number of ISDN-PRI channels (T1)	0
SIP	Not Included
ECCP	Not Included
PowerOPS	0
VIPER ACD	0
Add-on for Radio Recorder	Included

Systems

VIPER	\$29,782.00
Power Stations	\$20,922.00
Power 911	\$0.00
Power Metrics Setup Fees	\$4,700.00
TXT29-1-1 Setup Fees	\$4,175.00
Power 911 Hardware	\$5,877.00
Common Hardware	\$11,500.50
Peripheral Hardware	\$600.00
Network Equipment	\$1,450.00
Freight Charges	\$1,850.00
DISCOUNT	(\$111,766.45)

Professional Services

Staging	\$2,250.00
Project Survey	\$3,350.00
Installation	\$13,550.00
Refresher Training	\$5,050.00
CCS Training	\$3,350.00
Project Management Services	\$9,700.00

Recurring Services

TXT29-1-1 Recurring Services	\$16,500.00
Power Metrics Recurring Services	\$13,050.00

Maintenance

Software Subscription	\$31,500.00
Software Protection and Remote Tech Support	\$13,114.16
On-Site Maintenance	\$65,570.92
Hardware Protection	\$6,924.32
Antivirus Recurring Fees	\$3,465.00

Model#	Description	Qty	List Price	Selling Price	Total
VIPER					
912802/2	VIPER Primary Application Server	1			
912803/2	VIPER Primary VoIP Soft Switch	1			
912822/2	VIPER Secondary Application Server	1			
912823/2	VIPER Secondary VoIP Soft Switch	1			
912890/BB	Media Kit Prebuilt Building Block	1			
911830	VIPER Gateway Chassis G3	1			
911831	CIM G3	2			
912811/U	Application Server Position Access License Upgrade	5			
912812/U	PBX Access License Upgrade	4			
911834	AIM G3	2			
912827	VIPER Backroom Mounting Kit	1			
914711	Four Post Rack	1			
912925	SIP I/F to 3rd Party PBX License - Per Position	4			
912716/24	Cisco C2960X-24TS-L 24 port switch (without stacking module)	2			
912716/S	Cisco Stacking module for C2960-X	2			
				Subtotal	\$29,782.00

Power Stations

914121/1	IWS Workstation - Software and Configuration	4			
914600/3	IWS External Programmable Keypad - 24 Buttons	4			
911801	A9C G3, Desk Mounting Kit	4			
911809	A9C G3, Call Handling Accessories	4			
911810-1	A9C G3 : Bundle	4			
911785	Position Image - Power Station Gen3	1			
				Subtotal	\$20,922.00

Power 911

913100/U	Power 911 Client and Server Access License - Upgrade	4			
913152/U	Power 911 Add-on Recorder for Radio Upgrade	4			
				Subtotal	\$0.00

Power Metrics Setup Fees

P10199/1	Power Metrics - Data Collector: single RDDM	1			
				Subtotal	\$4,700.00

TXT29-1-1 Setup Fees

P10063	ITS Equipment	1		
TCCOTF4	TCC Provisioning Change Fee per PSAP	1		
			Subtotal	\$4,175.00
Power 911 Hardware				
914961	IWS Server RACK Bundle - Type B	1		
			Subtotal	\$5,877.00
Common Hardware				
P10114/R	Backup Disk Solution for Windows Server (Rack-Mount)	1		
E10934	SWITCH, COMMAND & CONTROL, KEYBOARD and MOUSE, 4 PORT USB and AUDIO	4		
914102/BB	IWS Workstation Prebuilt Building Block	1		
E10787	SHELF, RACK MOUNT, 19", 1U, ADJUST 19"-38", VENTED, 175lbs, BLACK	1		
P10096	21.5" LED Backlit Monitor	1		
			Subtotal	\$11,500.50
Peripheral Hardware				
600150	Punch Blocks	2		
207-990000-046	Cable Cheat - 25PR, 25', MF	2		
			Subtotal	\$600.00
Network Equipment				
914148	Firewall Appliance	1		
			Subtotal	\$1,450.00
Staging				
950858	Backroom Staging - Additional work when no Cabinet	1		
950852	Front Room Equipment Staging - Per Position	4		
			Subtotal	\$2,250.00
Project Survey				
950100	Project Survey (per Site)	1		
960575	Living Expense per Day per Person	3		
960580	Travel Fee per Person	1		
			Subtotal	\$3,350.00
Installation				

950104	Professional Services (per Day)	7		
960575	Living Expense per Day per Person	9		
960580	Travel Fee per Person	1		
			Subtotal	\$13,550.00

Refresher Training

960575	Living Expense per Day per Person	4		
960580	Travel Fee per Person	1		
960780	Power 911 Administrator Training	1		
960801	Power 911 User Training	1		
			Subtotal	\$5,050.00

CCS Training

P10087	CCS Training	1		
960575	Living Expense per Day per Person	3		
960580	Travel Fee per Person	1		
			Subtotal	\$3,350.00

Project Management Services

950510	Project Management Services	1		
			Subtotal	\$9,700.00

Freight Charges

FREIGHT	Shipping and Handling	1		
			Subtotal	\$1,850.00

TXT29-1-1 Recurring Services

P10062	ITS Service (Annual) - Year 1	1		
ITXTARF1	TXT29-1-1 P911 Integrated Annual Recurring Fee per PSAP (1-4 Seats) - Year 1	1		
P10062	ITS Service (Annual) - Year 2	1		
ITXTARF1	TXT29-1-1 P911 Integrated Annual Recurring Fee per PSAP (1-4 Seats) - Year 2	1		
P10062	ITS Service (Annual) - Year 3	1		
ITXTARF1	TXT29-1-1 P911 Integrated Annual Recurring Fee per PSAP (1-4 Seats) - Year 3	1		
P10062	ITS Service (Annual) - Year 4	1		
ITXTARF1	TXT29-1-1 P911 Integrated Annual Recurring Fee per PSAP (1-4 Seats) - Year 4	1		
P10062	ITS Service (Annual) - Year 5	1		
ITXTARF1	TXT29-1-1 P911 Integrated Annual Recurring Fee per PSAP (1-4 Seats) - Year 5	1		

Subtotal	\$16,500.00
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Power Metrics Recurring Services

P10221	Power Metrics - 1-4 pos. annual service per PSAP - Year 1	1
P10219	Power Metrics Suite - Annual access contract per PSAP - Year 1	1
P10221	Power Metrics - 1-4 pos. annual service per PSAP - Year 2	1
P10219	Power Metrics Suite - Annual access contract per PSAP - Year 2	1
P10221	Power Metrics - 1-4 pos. annual service per PSAP - Year 3	1
P10219	Power Metrics Suite - Annual access contract per PSAP - Year 3	1
P10221	Power Metrics - 1-4 pos. annual service per PSAP - Year 4	1
P10219	Power Metrics Suite - Annual access contract per PSAP - Year 4	1
P10221	Power Metrics - 1-4 pos. annual service per PSAP - Year 5	1
P10219	Power Metrics Suite - Annual access contract per PSAP - Year 5	1
Subtotal		\$13,050.00

Software Subscription

950999/SUB1/1	Software Subscription Service - /Position - Year 1	4
950999/SUB1/1	Software Subscription Service - /Position - Year 2	4
950999/SUB1/1	Software Subscription Service - /Position - Year 3	4
950999/SUB1/1	Software Subscription Service - /Position - Year 4	4
950999/SUB1/1	Software Subscription Service - /Position - Year 5	4
Subtotal		\$31,500.00

Software Protection and Remote Tech Support

950999/PRO1/1	Software Protection and Remote Technical Support - /Position - Year 1	4
950999/PRO1/1	Software Protection and Remote Technical Support - /Position - Year 2	4
950999/PRO1/1	Software Protection and Remote Technical Support - /Position - Year 3	4
950999/PRO1/1	Software Protection and Remote Technical Support - /Position - Year 4	4
950999/PRO1/1	Software Protection and Remote Technical Support - /Position - Year 5	4
Subtotal		\$13,114.16

On-Site Maintenance

950999/ONS1-1/1	On-Site Maintenance, (per position / year for 1 to 10 positions) - Year 1	4		
950999/ONS1-1/1	On-Site Maintenance, (per position / year for 1 to 10 positions) - Year 2	4		
950999/ONS1-1/1	On-Site Maintenance, (per position / year for 1 to 10 positions) - Year 3	4		
950999/ONS1-1/1	On-Site Maintenance, (per position / year for 1 to 10 positions) - Year 4	4		
950999/ONS1-1/1	On-Site Maintenance, (per position / year for 1 to 10 positions) - Year 5	4		
			Subtotal	\$65,570.92

Hardware Protection

950999/HPSA1/1	Hardware Protection Stand Alone System - /Position - Year 2	4		
950999/HPSA1/1	Hardware Protection Stand Alone System - /Position - Year 3	4		
950999/HPSA1/1	Hardware Protection Stand Alone System - /Position - Year 4	4		
950999/HPSA1/1	Hardware Protection Stand Alone System - /Position - Year 5	4		
			Subtotal	\$6,924.32

Antivirus Recurring Fees

914143	Symantec EndPoint Protection Manager (EPM) - 1 year - Year 1	11		
914143	Symantec EndPoint Protection Manager (EPM) - 1 year - Year 2	11		
914143	Symantec EndPoint Protection Manager (EPM) - 1 year - Year 3	11		
914143	Symantec EndPoint Protection Manager (EPM) - 1 year - Year 4	11		
914143	Symantec EndPoint Protection Manager (EPM) - 1 year - Year 5	11		
			Subtotal	\$3,465.00

DISCOUNT

DISCOUNT MNTC	Maintenance Discount	1		
DISCOUNT SVC	Service Discount	1		
DISCOUNT SYST	System Discount	1		
DISCOUNT REC SVC	Recurring Services Discount	1		
			Subtotal	(\$111,766.45)
			Total	\$156,464.45

Notes

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- 1** This quote provides system refresh to VIPER Single Node system located at Huber Heights PD.

Upgrade to Intrado software products have been priced as no-charge to the customer, assuming the PSAP is currently covered by a valid Software Evergreen agreement. If this agreement is no longer valid or has expired at the time of acceptance; the West software will be charged at the current rate and the quote will be revised to reflect the current upgrade pricing.

TCC configuration has been quoted for an upgrade to MSRP.

This quote has the VIPER 2021 Promotional Pricing Discount. In order for the promotional pricing to be valid, the PO must be received by November 30, 2021 AND shipped before December 31, 2021.

- 2** **Professional Services:** This quote represents an estimate of labor costs to perform the work described in this quote. If the amount of labor needed to correct the issue can't be accomplished time allotted in this quote, Intrado will contact the customer representative before performing additional labor. If the actual labor to perform the work is significantly less than the amount quoted, the final charge may be adjusted.
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- 3** The ITS solution establishes a secure connection between the customer facility and the Intrado Data Center over a VPN using customer-provided Public IP internet connection. More information about ITS can be found in the TXT Service Guide.
-

- 4** The Project Survey is intended to identify any additional miscellaneous equipment or services required to ensure smooth installation and operation of the quoted system. Additional costs may be incurred upon completion of the Project Survey.
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5 Comprehensive Project Management

This is a service offered to partners that do not have a Project Manager assigned to the project, where Intrado's Comprehensive Project Management (CPM) provides a Project Manager that coordinates all project activity.

The CPM provides complete, end-to-end project management support and services that could include on-site support, project documentation, formal reporting, as well as coordination of deliveries both internally as well as with the partner and the end customer.

The CPM level of service includes all services in the basic level plus the following:

- Site survey is reviewed (or initiated and then reviewed) to verify that site and system environment are ready for installation
 - Scope of Work is completed (includes a Project Schedule of key dates)
 - Review system design
 - Site and/or network diagram are completed as required
 - 3rd Party contractors included in the sales order are contacted and managed
 - Project kick-off meeting is scheduled with the end customer and held via conference call or optionally on site
-

- Comprehensive risk assessment and mitigation planning
- Overall project coordination
- Weekly project status meetings are scheduled, led and documented
- Customer configuration for staging is collected and communicated
- Equipment staging (if ordered) and shipping is managed"
- Coordinate on-site delivery
- Equipment receipt and inventory is validated
- Intrado resources are scheduled and managed with project implementation and cut-over requirements
- Maintain all project related communications and documentation
- Complete Site Book for delivery to end customer at time of handover to service
- Variable: Project Manager Presence on-site (with additional per day and travel cost components). This is typically required for project kickoff (if on-site), final site evaluation, and cut-over project management services

- 6** **Software Subscription Service** provides the customer with access to software upgrades including new features. This offering only provides for the availability of the software. Installation and training (if needed) are not included. Any required hardware or operating system changes are also not included.

Intrado will provide periodic software release bulletins to customers which announce and explain new feature releases for Intrado software. Customers may then request the new release or version from Intrado based on applicability of the release to customer's system. The customer is responsible for installation of all these releases, unless the On-Site Maintenance Service is purchased. If On-Site Maintenance has not been purchased and the customer prefers to have Intrado deploy a new release, Intrado will dispatch appropriate personnel to perform the upgrade on a mutually agreed upon date at Intrado's then current prices for such services.

- 7** **Software Protection and Remote Technical Support** is a coverage requirement with the purchase and ownership of Intrado CPE system equipment.

Software Protection and Remote Technical Support cannot be deleted from quotes or system orders. Once a Software Protection and Remote Technical Support service contract is established for the site during system initial purchase, all items subsequently added to the site will not require an additional contract, but the acquisition of additional positions will increase the price of the services.

- For sites with one year coverage contracts, the increased price will be reflected in the quote at the next contract renewal point.
- For sites with multi-year agreements, the customer will be required to retract the remaining years of the original purchase order and issue a new purchase order for the remaining period covering the original system and new positions.

If a contract for Software Protection and Remote Technical Support expires without renewal, causing a lapse in coverage, the customer's access to the Support Center will be discontinued and a notification of services termination will be issued. Reinstatement of the lapsed coverage will require the following from the customer:

- Payment in full for the lapsed period at the prevailing per-seat rate
- Purchase of a new maintenance agreement (one-year or five-year)
- System Recertification fees in the form of a Class A inspection at \$1,500.00 per day plus related travel and expense charges.

Software Protection

This offering provides for the availability of software product updates. Installation and training (if needed) are not included. Intrado will publish periodic software release bulletins to customers which announce important product

updates for Intrado software. Customers may then request the new update from Intrado based on applicability of the release to customer's system. Customer is responsible for installation of all these releases, unless the On-Site Maintenance Service is purchased. If On-Site Maintenance has not been purchased and the customer prefers to have Intrado deploy a new release, Intrado will dispatch appropriate personnel to perform the upgrade on a mutually agreed upon date at Intrado's then current prices for such services.

Remote Technical Support

Support is provided by associates who specialize in the diagnosis and resolution of system performance issues. Remote Technical Support is available 24/7 through both a toll free hotline and a secure customer Internet portal. All service inquiries are tracked by a state-of-the-art CRM trouble ticket system that can be queried by customers through the online portal to obtain the most up-to-date status on their issues.

- 8 **On-site Support Services** are primarily designed to assist with issues that require system expertise in troubleshooting and restoration at the customer's location.

On-site Support Services include travel costs and time and labor related to the service incident. Also included in the service are quarterly on-site preventative and routine maintenance reviews (four per year) of the customer's Intrado system. These maintenance visits can include the installation of routine updates to software. Training, configuration changes, reprogramming and system upgrade labor are not included in this offering, but are available for purchase.

On-Site Support Services options include the designation of a technician dedicated specifically to the customer's deployment(s), or alternately a non-dedicated resource available for use with other customers. Intrado may engage third-party vendors to provide the On-Site Support Services.

- 9 **Hardware Protection Service** provides for the replacement of any non-operating Intrado provided hardware component, with the exception of monitors. This offering only provides for the replacement of the hardware item. Installation services and training (if needed) are not included. This service does not cover items where warranty has been voided due to abuse, Force Majeure or other actions.

When the Intrado Technical Support Center concludes that an item is non-operational, a fully functioning new or refurbished unit will be shipped to the customer. This unit will then become the property of the customer and will restore the functionality of the non-working item, but it may not be the exact same model as the original. The shipment of the replacement item will include a pre-printed shipping label used for the return of the nonworking item from the customer.

- 10 Intrado's fully integrated Text to 9-1-1 solution is incorporated into the Power 9-1-1 display complete with drop down text. Text messages "ring" just like 9-1-1 calls coming in and are routed under the same routing/ACD rules applied by the PSAP. Text sessions can be transferred to any enabled user on the Viper system. All wireless carriers currently enabling text messaging can be reached through this system.

Pricing is based on the number of positions and PSAPs in the quote, and there is no additional charge for dark backup sites connected to the host(s). The only variable cost is related to connectivity and the network engineering hours needed to configure the connectivity based upon the PSAP's requirements. Connectivity is available via the A9-1-1 ESInet or the PSAP's internet interface, which will be secured by Intrado Life & Safety Solutions Corporation.

Text is provided into the Call Handling system either via ITS or ESInet, depending on transport method used.

TXT29-1-1 services will be provided in accordance with the applicable Service Guide at

<https://www.intrado.com/legal-privacy/terms/call-handling>.

PSAP billing will begin upon completion of deployment and text readiness delivery from Intrado to the PSAP. Completion is defined as the PSAP being able to accept text messages.

Billing and the term commencement for the services will begin when the Services are first made available for Customer's use, and will continue for the designated number of months as stated in this Quote.

11 Power Metrics

Intrado retains title to all premise-based equipment and software provided to customer in connection with the Power Metrics service (including RDDMs), which will be removed and returned to Intrado at the conclusion of the service.

Billing and the term commencement for the services will begin when the Services are first made available for Customer's use, and will continue for the designated number of months as stated in this Quote.

Power Metrics services will be provided in accordance with the applicable Service Guide at <https://www.intrado.com/legal-privacy/terms/call-handling>.

Terms

VENDOR NAME	Intrado Life & Safety Solutions Corporation Include quote number and customer EIN/Tax Identification Number on P.O.
SUBMIT P.O.	ordermanagement.safetyservices@west.com
PRICING	All prices are in USD Taxes, if applicable, are extra. Handling and Shipping charges are extra unless specified on the quote.
DISCOUNT	Maintenance and Recurring service discounts will be applied proportionately to each year of service purchased. If services are cancelled for future years, no refund or credit will be issued relating to such discount.
SHIPPING TERMS	FCA (Montreal), INCOTERMS 2010
PAYMENT	Per Contract
DELIVERY	TBD
VALIDITY	Quote expires on November 30, 2021. However, part numbers beginning with Q, such as QXXXXX, constitute unique third-party components. These components, including model and price, (i) may be subject to change at any time; and (ii) are non-cancellable, non-refundable, and non-exchangeable at any time.
COPYRIGHT	The information contained in this document is proprietary to Intrado Life & Safety Solutions Corporation and is offered solely for the purpose of evaluation.

Revision History

Revision Level	Proposal Writer	Notes	Date Revised
1	RSOOR	Original	August 19, 2020
2	VYOCKEY	V2-Please remove all Englewood pieces from the attached quote. This will now be a single node VIPER at Huber Heights. We can also remove the routers and Network Provisioning Services. Also, we can change Power Metrics to Basic instead of Advanced, and use the Single RDDM instead of the Server Class.	March 29, 2021
3	RSOOR	Quote Refresh Added VIPER promo discount	July 28, 2021
4	RCRAWFORD	Add 2 gateways and 4 adder boxes.	August 09, 2021

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2021-R-

AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT TO PURCHASE A POWER 911 SYSTEM FOR USE BY THE PUBLIC SAFETY COMMUNICATIONS CENTER AND WAIVING THE COMPETITIVE BIDDING REQUIREMENTS.

WHEREAS, there is a need to upgrade the Power 911 system for use by the Public Safety Communication Center of the City of Huber Heights in order to provide continued 911 service to the citizens; and

WHEREAS, purchases greater than \$25,000 require authorization by the City Council; and

WHEREAS, the current Power 911 system has approached and is no longer supported. Hardware and software upgrades are necessary to stay compatible with all equipment and components of the Communication Center.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Huber Heights, Ohio that:

Section 1. The City Manager is hereby authorized to order and purchase a Viper Power 911 system and Council approves the budget and expenditure of money for such purpose at a cost not to exceed \$157,000.00.

Section 2. Consistent with provisions of the City Charter of Huber Heights and the Huber Heights Codified Ordinances Section 171.12 (a)(1), the competitive bidding requirements are hereby waived.

Section 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 4. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the _____ day of _____, 2021;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-7858

Topics of Discussion C.

Council Work Session

Meeting Date: 09/21/2021

Supplemental Appropriations

Submitted By: Jim Bell

Department: Finance **Division:** Accounting

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 09/21/2021

Audio-Visual Needs: None **Emergency Legislation?:** No

**Motion/Ordinance/
Resolution No.:**

Agenda Item Description or Legislation Title

Supplemental Appropriations

Purpose and Background

The supplemental appropriations are for the following purposes:

- \$175,000 for design of east water line extensions (covered by a transfer of ARPA Fund grant proceeds).
- \$280,000 for design of east sewer line extensions (covered by a transfer from Sewer Fund).
- \$21,000 for an increase to fuel for Fire vehicles.
- \$162,410.24 for accounting expenses and a PILOT payment to HH schools (covered by new Lexington Place TIF revenues).
- \$6,875,450 to pay off the 2013 Aquatic Center bonds (covered by bond refinancing proceeds).
- \$100,000 for design modifications to the Chambersburg Road widening Phase IV project.
- \$360,141 for the Energy Lease improvements to Fire Stations 22 and 23 (covered by lease proceeds).
- \$14,550 for salary expenses for new Fire Inspector not in original 2021 Budget.

Fiscal Impact

Source of Funds: Various Funds

Cost: \$415,550

Recurring Cost? (Yes/No): No

Funds Available in Current Budget? (Yes/No): Yes

Financial Implications:

Lexington Place TIF revenues will be added to the 2021 Budget. ARPA Fund revenues will be transferred to cover the Water expenses. Bond proceeds from the Aquatic Center refinancing will cover the expenses of the financing for the Bond Retirement Fund. New energy lease proceeds will cover the expenses for the Fire Capital Fund. Therefore, those transactions have no fiscal impact on the budget.

Attachments

Ordinance

CITY OF HUBER HEIGHTS
STATE OF OHIO

ORDINANCE NO. 2021-O-

AUTHORIZING TRANSFERS BETWEEN VARIOUS FUNDS OF THE CITY OF HUBER HEIGHTS, OHIO AND AMENDING ORDINANCE NO. 2020-O-2453 BY MAKING SUPPLEMENTAL APPROPRIATIONS FOR EXPENSES OF THE CITY OF HUBER HEIGHTS, OHIO FOR THE PERIOD BEGINNING JANUARY 1, 2021 AND ENDING DECEMBER 31, 2021.

WHEREAS, supplemental appropriations for expenses of the City of Huber Heights must be made to reflect transfers and for appropriations of funds for various 2021 operating and project funding.

NOW, THEREFORE, BE IT ORDAINED by the City Council of Huber Heights, Ohio that:

Section 1. Authorization is hereby given to transfer certain monies up to amounts not exceeding those shown and for the purposes cited in Exhibit A, and such authorization applies to any and all such transfers necessary and effected after January 1, 2021.

Section 2. Ordinance No. 2020-O-2453 is hereby amended as shown in Exhibit B of this Ordinance.

Section 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 4. This Ordinance shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the _____ day of _____, 2021;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

EXHIBIT A

Transfer:

<u>Amount</u>	<u>Fund From</u>	<u>Fund To</u>	<u>Purpose</u>
\$175,000.00	291 ARPA Fund	504 Water Utility	East Water Line Extension design
\$280,000.00	551 Sewer Fund	552 Sewer Capital	East Sewer Line Extension design

EXHIBIT B

AMENDING ORDINANCE NO. 2020-O-2453 BY MAKING APPROPRIATIONS FOR EXPENSES OF THE CITY OF HUBER HEIGHTS, OHIO FOR THE PERIOD BEGINNING JANUARY 1, 2021 AND ENDING DECEMBER 31, 2021.

- 1) Section 6 of Ordinance No. 2020-O-2453 is hereby amended to reflect an increase in the appropriations of the 210 Fire Fund, as follows:
 - a. Subsection a) Fire, Operations and Capital of \$21,000.00
- 2) Section 48 of Ordinance No. 2020-O-2453 is hereby added to reflect an increase in the appropriations of the 249 Lexington Place TIF Fund, as follows:
 - a. Subsection a) Finance, Operations and Capital of \$162,410.24.
- 3) Section 49 of Ordinance No. 2020-O-2453 is hereby added to reflect an increase in the appropriations of the 291 American Rescue Plan Act (ARPA) Fund, Transfers of \$175,000.00.
- 4) Section 26 of Ordinance No. 2020-O-2453 is hereby amended to reflect an increase in the appropriations of the 308 Bond Retirement Fund, as follows:
 - a. Subsection b) Non-Departmental, Debt Service of \$6,875,450.00
- 5) Section 27 of Ordinance No. 2020-O-2453 is hereby amended to reflect an increase in the appropriations of the 406 Capital Improvements Fund, as follows:
 - a. Subsection c) Capital, Operations and Capital of \$100,000.00
- 6) Section 31 of Ordinance No. 2020-O-2453 is hereby amended to reflect an increase in the appropriations of the 431 Fire Capital/Equipment Fund, as follows:
 - a. Subsection a) Fire, Operations and Capital of \$360,141.00
- 7) Section 37 of Ordinance No. 2020-O-2453 is hereby amended to reflect an increase in the appropriations of the 501 Water Fund, as follows:
 - a. Subsection b) Fire, Personnel of \$14,550.00
- 8) Section 39 of Ordinance No. 2020-O-2453 is hereby amended to reflect an increase in the appropriations of the 504 Water Utility Reserve Fund, as follows:
 - a. Subsection a) Capital, Operations and Capital of \$175,000.00
- 9) Section 41 of Ordinance No. 2020-O-2453 is hereby amended to reflect an increase in the appropriations of the 551 Sewer Fund, as follows:
 - a. Subsection e) Non-Departmental, Transfers of \$280,000.00
- 10) Section 42 of Ordinance No. 2020-O-2453 is hereby amended to reflect an increase in the appropriations of the 552 Sewer Capital Fund, Operations and Capital of \$280,000.00

Fire Fund	\$21,000.00
Lexington Place TIF Fund	\$162,410.24
ARPA Fund	\$175,000.00
Bond Retirement Fund	\$6,875,450.00
Capital Improvements Fund	\$100,000.00
Fire Capital/Equipment Fund	\$360,141.00
Water Fund	\$14,550.00
Water Utility Reserve Fund	\$175,000.00
Sewer Fund	\$280,000.00
Sewer Capital Fund	\$280,000.00

AI-7855

Topics of Discussion D.

Council Work Session

Meeting Date: 09/21/2021

Tax Rate Certification - Montgomery County

Submitted By: Jim Bell

Department: Finance

Division:

Accounting

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 09/21/2021

Audio-Visual Needs: None

Emergency Legislation?: No

Motion/Ordinance/

Resolution No.:

Agenda Item Description or Legislation Title

Tax Rate Certification - Montgomery County

Purpose and Background

Annually, each County Budget Commission meets and submits to the City for approval the millage for property taxes. This resolution is the last necessary step of the Montgomery County tax budget process set forth in state law. The resolution formally accepts the property tax rates and the dollar amounts calculated by the Montgomery County Budget Commission. Passage is necessary to "officially" put the levies in place.

Fiscal Impact

Source of Funds:

Various Funds

Cost:

N/A

Recurring Cost? (Yes/No):

N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

Attachments

Resolution

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2021-R-

ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION OF MONTGOMERY COUNTY, OHIO, AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE MONTGOMERY COUNTY AUDITOR.

WHEREAS, the City Council of the City of Huber Heights in accordance with the provisions of law, has previously adopted Tax Rates for the next succeeding fiscal year commencing January 1, 2022; and

WHEREAS, the Budget Commission of Montgomery County, Ohio, has certified its action thereon to this Council, together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without, and what part is within, the ten mill tax limitation.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Huber Heights, Ohio that:

Section 1. The amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted.

Section 2. There be and is hereby levied on the tax duplicate of said City the rate of each tax necessary to be levied within and without the ten mill limitation as set forth on the following Schedules A and B:

SCHEDULE A				
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES				
FUND	Amount Approved By Budget Commission Inside 10 M. Limitation	Amount to Be Derived From Levies Outside 10 M. Limitation	County Auditor's Estimated of Tax Rate To Be Levied	
			Inside 10 M. Limit	Outside 10 M. Limit
City of Huber Heights 2021/2022	Column I	Column II	III	IV
General Fund	1,058,919		1.50	
Police Fund		1,120,787		5.50
Fire Fund		949,695		4.29
TOTAL	1,058,919	2,070,482	1.50	9.79

SCHEDULE B**LEVIES OUTSIDE 10 MILL LIMITATION
EXCLUSIVE OF DEBT LEVIES**

FUND	Maximum Rate Authorized To Be Levied	County Auditor's Estimate Of Yield Of Levy (Carry To Sch A Column II)
GENERAL FUND:		
SPECIAL LEVIES:		
Police Fund authorized by voters 06/08/82 not to exceed CONT. years	2.37	452,841
Police Fund authorized by voters 06/07/83 not to exceed CONT. years	0.63	120,664
Police Fund authorized by voters 05/07/85 not to exceed CONT. years	1.50	356,210
Police Fund authorized by voters 11/03/81 not to exceed CONT. years	1.00	191,072
Fire Fund authorized by voters 11/03/81 not to exceed CONT. years	0.79	150,947
Fire Fund authorized by voters 11/03/81 not to exceed CONT. years	0.37	88,332
Fire Fund authorized by voters 06/07/83 not to exceed CONT. years	0.29	55,544
Fire Fund authorized by voters 05/08/84 not to exceed CONT. years	0.42	80,250
Fire Fund authorized by voters 11/06/84 not to exceed CONT. years	0.17	40,307
Fire Fund authorized by voters 05/07/85 not to exceed CONT years	2.25	534,315

Section 3. The Clerk of Council is hereby directed to certify a copy of this Resolution to the Montgomery County Auditor.

Section 4. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 5. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the _____ day of _____, 2021;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-7856

Topics of Discussion E.

Council Work Session

Meeting Date: 09/21/2021

Tax Rate Certification - Miami County

Submitted By: Jim Bell

Department: Finance

Division:

Accounting

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 09/21/2021

Audio-Visual Needs: None

Emergency Legislation?: No

Motion/Ordinance/

Resolution No.:

Agenda Item Description or Legislation Title

Tax Rate Certification - Miami County

Purpose and Background

Annually, each County Budget Commission meets and submits to the City for approval the millage for property taxes. This resolution is the last necessary step of the Miami County tax budget process set forth in state law. The resolution formally accepts the property tax rates and the dollar amounts calculated by the Miami County Budget Commission. Passage is necessary to "officially" put the levies in place.

Fiscal Impact

Source of Funds:

Various Funds

Cost:

N/A

Recurring Cost? (Yes/No):

N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

Attachments

Resolution

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2021-R-

ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION OF MIAMI COUNTY, OHIO, AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE MIAMI COUNTY AUDITOR.

WHEREAS, the City Council of the City of Huber Heights in accordance with the provisions of law, has previously adopted Tax Rates for the next succeeding fiscal year commencing January 1, 2022; and

WHEREAS, the Budget Commission of Miami County, Ohio, has certified its action thereon to this Council, together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without, and what part is within, the ten mill tax limitation.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Huber Heights, Ohio that:

Section 1. The amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted.

Section 2. There be and is hereby levied on the tax duplicate of said City the rate of each tax necessary to be levied within and without the ten mill limitation as set forth on the following Schedules A and B:

SCHEDULE A				
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES				
FUND	Amount Approved By Budget Commission Inside 10 M. Limitation	Amount to Be Derived From Levies Outside 10 M. Limitation	County Auditor's Estimated of Rate To Be Levied	
			Inside 10 M. Limit	Outside 10 M. Limit
City of Huber Heights 2021	Column I	Column II	III	IV
General Fund	21,893.70		1.10	
TOTAL	21,893.70		1.10	

SCHEDULE B

**LEVIES OUTSIDE 10 MILL LIMITATION
EXCLUSIVE OF DEBT LEVIES**

FUND	Maximum Rate Authorized To Be Levied	County Auditor's Estimate Of Yield Of Levy (Carry To Sch A Column II)
GENERAL FUND:	(N/A)	
SPECIAL LEVIES:	(N/A)	

Section 3. The Clerk of Council is hereby directed to certify a copy of this Resolution to the Miami County Auditor.

Section 4. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 5. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the _____ day of _____, 2021;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-7843

Topics of Discussion F.

Council Work Session

Meeting Date: 09/21/2021

Enterprise Fleet Leases

Submitted By: Bryan Chodkowski

Department: Finance

Division: Accounting

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 09/21/2021

Audio-Visual Needs: None

Emergency Legislation?: No

**Motion/Ordinance/
Resolution No.:**

Agenda Item Description or Legislation Title

Enterprise Fleet Leases

Purpose and Background

The City Council adopted Resolution No. 2021-R-7015 in July, 2021 which approved a master lease with Enterprise for leasing vehicles. The resolution also required Council approve the individual vehicles being leased. This resolution affords City Council its authority to approve those specific vehicles being leased.

Exhibit A to the legislation is the list of specific vehicles to be leased in the first year. Vehicle names highlighted in **GREEN** are hybrid vehicles. Vehicles highlighted in **YELLOW** are subject to additional manufacture's pricing discounts. However, these discounts were still outstanding at the time the meeting packet was prepared.

Fiscal Impact

Attachments

Resolution

Exhibit A

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2021-R-

AUTHORIZING THE CITY MANAGER TO EXECUTE VARIOUS SUB-LEASE AGREEMENTS WITH ENTERPRISE FLEET MANAGEMENT FOR THE LEASE OF VEHICLES.

WHEREAS, the City utilizes a vehicle fleet of approximately 100 light and medium duty vehicles; and

WHEREAS, as authorized by Resolution No. 2021-R-7015, the City may now lease fleet vehicles through Enterprise Fleet Management under a Master Lease; and

WHEREAS, as required by Resolution No. 2021-R-7015, City Council shall approve all vehicle sub-leases under the Master Lease.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Huber Heights, Ohio that:

Section 1. The City Manager is hereby authorized and directed to execute subordinate lease agreements with Enterprise Fleet Management for those vehicles identified in the attached Exhibit A. Said subordinate leases shall be approved as to form and content by the Law Director prior to execution.

Section 2. The City Manager, or his designee, is further authorized and directed to execute any other documents and instruments necessary to full the obligations and intent of Exhibit A; provided such documents conform to the approval of the Law Director as to form and content.

Section 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 4. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the _____ day of _____, 2021;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

												Total Cash Outlay
Vehicle #	Department Head	Vehicle We're ordering	What aftermarket equipment	Aftermarket Cost	Quote #	Lease Term (months)	Annual Expense	Full term Expense	Residual Book Value	Estimated Resale at Term	Equity Gain For Next Vehicle	After Vehicle Resale
#N/A	Police	Nissan Rogue S AWD	Yellow Strobes, spot light & radio	\$1,200	5851859	48	\$4,882.80	\$19,531.20	\$10,000.00	\$17,000.00	\$7,000.00	\$12,531.20
#821	Police	Nissan Rogue S AWD	Yellow Strobes, spot light & radio	\$1,200	5851859	48	\$4,882.80	\$19,531.20	\$10,000.00	\$17,000.00	\$7,000.00	\$12,531.20
#818	Police	Hyndai Sonata Hybrid	None	\$0	5867774	60	\$5,223.24	\$26,116.20	\$6,500.00	\$15,500.00	\$9,000.00	\$17,116.20
#831 - Wiley	Police	Hyndai Sonata Hybrid	None	\$0	5867774	60	\$5,223.24	\$26,116.20	\$6,500.00	\$15,500.00	\$9,000.00	\$17,116.20
#1096 Prevention Van	Police	Transit T-350	emergency lights/siren, mobile radio, tow 3500lbs	\$2,341	5863399	60	\$7,496.64	\$37,483.20	\$9,700.00	\$19,000.00	\$9,300.00	\$28,183.20
1627	Police	Dodge Charger SXT	emergency lights/siren (hidden), mobile radio	\$2,775	5852252		\$0.00	\$0.00			\$0.00	\$0.00
1423	Police	Dodge Charger Police	emergency lights/siren, mobile radio, prisoner partition, in car camera, radar	\$16,720	5809928		\$0.00	\$0.00		\$10,000.00	\$10,000.00	-\$10,000.00
1703	Police	Dodge Charger Police	emergency lights/siren, mobile radio, prisoner partition, in car camera, radar	\$16,720	5809928		\$0.00	\$0.00		\$10,000.00	\$10,000.00	-\$10,000.00
#932	Police	Dodge Charger Police	emergency lights/siren, mobile radio, prisoner partition, in car camera, radar	\$16,720	5809928		\$0.00	\$0.00		\$10,000.00	\$10,000.00	-\$10,000.00
#920-School	Police	Dodge Charger Police	emergency lights/siren, mobile radio, prisoner partition, in car camera, radar	\$16,720	5809928		\$0.00	\$0.00		\$10,000.00	\$10,000.00	-\$10,000.00
1609	Police	Chevy Tahoe Police	emergency lights/siren, mobile radio, prisoner partition, in car camera, radar	\$17,850	5852808		\$0.00	\$0.00		\$10,000.00	\$10,000.00	-\$10,000.00
1604	Police	Dodge Charger Police	emergency lights/siren, mobile radio, prisoner partition, in car camera, radar	\$16,720	5809928		\$0.00	\$0.00		\$10,000.00	\$10,000.00	-\$10,000.00
1711	Police	Dodge Charger Police	emergency lights/siren, mobile radio, prisoner partition, in car camera, radar	\$16,720	5809928		\$0.00	\$0.00		\$10,000.00	\$10,000.00	-\$10,000.00
1713	Police	Dodge Charger Police	emergency lights/siren, mobile radio, prisoner partition, in car camera, radar	\$16,720	5809928		\$0.00	\$0.00		\$10,000.00	\$10,000.00	-\$10,000.00
Detective 1035	Police	Hyundai Sonata	emergency lights/siren (hidden)	\$2,575	5851818	60	\$5,077.20	\$25,386.00	\$6,500.00	\$12,500.00	\$6,000.00	\$19,386.00
Detective 1034	Police	Chevy Malibu	emergency lights/siren (hidden)	\$2,575	5809925	60	\$4,109.88	\$20,549.40	\$5,300.00	\$13,000.00	\$7,700.00	\$12,849.40
#1236 - Detective	Police	Nissan Altima	emergency lights/siren (hidden)	\$2,575	5851812	60	\$4,126.08	\$20,630.40	\$5,300.00	\$12,000.00	\$6,700.00	\$13,930.40
#414	Mike Gray	Nissan Frontier King Cab	roof and 4 corner strobes, seven way RV plug, mobile radio	\$2,925	5852131	36	\$5,036.64	\$15,109.92	\$19,000.00	\$25,500.00	\$6,500.00	\$8,609.92
#402	Mike Gray	Nissan Frontier King Cab	roof and 4 corner strobes, seven way RV plug, mobile radio	\$2,925	5852131	36	\$5,036.64	\$15,109.92	\$19,001.00	\$25,500.00	\$6,499.00	\$8,610.92
#405	Mike Gray	F-250 Reg Cab 4x4 8' bed	Dump Insert	\$11,745	5870789	60	\$6,504.36	\$32,521.80	\$15,500.00	\$24,000.00	\$8,500.00	\$24,021.80
419	Mike Gray	Ford F-250 Reg Cab 8' Bed	Service/ utility body	\$8,369	5870840	60	\$6,595.20	\$32,976.00	\$15,500.00	\$24,000.00	\$8,500.00	\$24,476.00
#435	Mike Gray	F-450 Reg Cab 4x2	11' dump (will get specs), over cab shield, Strobes needed, back up camera, pintleball combo	\$15,325	5863515	60	\$10,993.44	\$54,967.20	\$10,000.00	\$25,000.00	\$15,000.00	\$39,967.20
#438	Mike Gray	F-450 Reg Cab 4x2	11' dump (will get specs), over cab shield, Strobes needed, back up camera, pintleball combo	\$15,325	5863515	60	\$10,993.44	\$54,967.20	\$10,001.00	\$25,000.00	\$14,999.00	\$39,968.20
Rose MC	Mike Gray	Ram 1500 Reg Cab 8' bed 4x2	roof and 4 corner strobes, seven way RV plug, mobile radio	\$3,995	5852721		\$0.00	\$0.00			\$0.00	\$0.00
#416	Mike Gray	F 350 Crew Cab 4x4 8' bed	roof and 4 corner strobes, mobile radio, 2k lift gate, Pintle ball combo	\$8,190	5852736	60	\$9,095.76	\$45,478.80	\$8,500.00	\$19,000.00	\$10,500.00	\$34,978.80
#404	Mike Gray	F 350 Crew Cab 4x4 8' bed	roof and 4 corner strobes, seven way RV plug, mobile radio, 2k lift gate, Pintle ball combo	\$8,190	5852736	60	\$9,095.76	\$45,478.80	\$8,500.00	\$19,000.00	\$10,500.00	\$34,978.80
#407	Mike Gray	Ford Transit Connect	No AME	\$0	5852166	60	\$4,920.24	\$24,601.20	\$6,500.00	\$15,500.00	\$9,000.00	\$15,601.20
#408	Mike Gray	Ford F-250 Reg Cab 4x4	roof and 4 corner strobes, seven way RV plug, mobile radio	\$4,295	5852670	60	\$6,762.36	\$33,811.80	\$11,500.00	\$19,000.00	\$7,500.00	\$26,311.80
Code Enforcement	Don Millard	Chevy Traverse	Front and Rear hidden strobes- all weather floor mats	\$1,200	5852109	48	\$5,942.40	\$23,769.60	\$12,000.00	\$24,000.00	\$12,000.00	\$11,769.60
Code Enforcement	Don Millard	Chevy Equinox	Front and Rear hidden strobes- all weather floor mats	\$1,200	5852042	48	\$4,986.72	\$19,946.88	\$10,000.00	\$18,500.00	\$8,500.00	\$11,446.88
Code Enforcement	Don Millard	Chevy Equinox	Front and Rear hidden strobes- all weather floor mats	\$1,200	5852042	48	\$4,986.72	\$19,946.88	\$10,000.00	\$18,500.00	\$8,500.00	\$11,446.88
Maintenance	knisley	Ram 1500 Quad Cab 6.5' bed 4x4	none	\$0	5852659		\$0.00	\$0.00			\$0.00	\$0.00
Prevention 3	knisley	Chevy Traverse	Front and Rear hidden strobes- all weather floor mats	\$1,200	5852109	48	\$5,942.40	\$23,769.60	\$12,000.00	\$24,000.00	\$12,000.00	\$11,769.60
Prevention 4	knisley	Chevy Traverse	Front and Rear hidden strobes- all weather floor mats	\$1,200	5852109	48	\$5,942.40	\$23,769.60	\$12,000.00	\$24,000.00	\$12,000.00	\$11,769.60
Prevention 1	knisley	Chevy Traverse	Front and Rear hidden strobes- all weather floor mats	\$1,200	5852109	48	\$5,942.40	\$23,769.60	\$12,000.00	\$24,000.00	\$12,000.00	\$11,769.60
#716-School	knisley	Ford F-250 Crew Cab 4x4	Nathan at BCT for body upfit				\$0.00	\$0.00		\$24,000.00	\$24,000.00	-\$24,000.00
Engineering	Russ	Nissan Rogue S AWD	Front and rear hidden strobes- all weather floor mats	\$1,200	5851859	48	\$4,882.80	\$19,531.20	\$10,000.00	\$17,000.00	\$7,000.00	\$12,531.20
Tax Staff	Jim	Hyndai Sonata Hybrid	None	\$0	5852820	60	\$5,223.24	\$26,116.20	\$6,500.00	\$15,500.00	\$9,000.00	\$17,116.20
Engineering	Branden	Nissan Rogue S AWD	none	\$0	5863822	48	\$4,700.16	\$18,800.64	\$9,600.00	\$17,000.00	\$7,400.00	\$11,400.64

AI-7842

Topics of Discussion G.

Council Work Session

Meeting Date: 09/21/2021

Chambersburg Road West Widening Improvement - Grant Application

Submitted By: Stephanie Wunderlich

Department: Engineering

Division: Engineering

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 09/21/2021

Audio-Visual Needs: None

Emergency Legislation?: No

**Motion/Ordinance/
Resolution No.:**

Agenda Item Description or Legislation Title

Chambersburg Road West Widening Improvement - Grant Application

Purpose and Background

The attached legislation will authorize the City Manager to apply for a Transportation Improvement Program (TIP) grant through the Miami Valley Regional Planning Commission (MVRPC) using Federal Fast Act funds. The application is to widen and improve Chambersburg Road from Old Troy Pike west to the City limit. The Chambersburg Road West Widening Improvement will involve the acquisition of any necessary right-of-way, widening the roadway from two to three lanes, extending the storm sewers, adjusting the vertical alignment, installing 8-foot sidewalk only on the north side of the street, and installing curb and handicap ramps.

Fiscal Impact

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

Attachments

Resolution

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2021-R-

AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION FOR FEDERAL FAST ACT FUNDS THROUGH THE MIAMI VALLEY REGIONAL PLANNING COMMISSION (MVRPC) FOR THE CHAMBERSBURG ROAD WEST WIDENING IMPROVEMENT.

WHEREAS, the Miami Valley Regional Planning Commission (MVRPC) has solicited local government entities to submit new transportation projects for funding consideration in the Transportation Improvement Program (TIP); and

WHEREAS, the City of Huber Heights has committed to a timely project development schedule; and

WHEREAS, the City of Huber Heights will commit the necessary resources to support the estimated local cost portion for the widening of Chambersburg Road as identified in the application; and

WHEREAS, the City Council wishes to make application for assistance from appropriate funding sources; and

WHEREAS, the City's portion of this project is 35%, which is currently estimated to be \$1,332,367.00; and

WHEREAS, the City of Huber Heights requests the following Exemption #7 from MVRPC's Complete Streets Policy for the proposed project funding application:

Where scarcity of population or other factors indicate an absence of need for current and future conditions. We are requesting an exemption for transit facilities and users.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Huber Heights, Ohio that:

Section 1. This legislation shall serve to authorize the transmittal and submittal of an application for funding under the TIP program. The application authorized by this Resolution shall be for roadway improvements to Chambersburg Road

Section 2. The City Manager and/or the City Engineer are hereby authorized to sign the application for funds as described in Section 1 of this legislation.

Section 3. The City of Huber Heights requests Exemption #7 for transit facilities and users from MVRPC's Complete Streets Policy for the proposed Chambersburg Road West Widening Improvement.

Section 4. The City Manager is hereby directed and authorized to take or cause to be taken all other action necessary and proper to secure the funding sought by the application referred to herein, and provide any additional information sought by reviewing agencies during the time the application is under review. The City Manager is further directed and authorized to cause compliance with all reporting requirements by the Miami Valley Regional Planning Commission (MVRPC) as required as part of the funding process.

Section 5. The City of Huber Heights hereby commits to the local contribution for the project as identified in the project application as it pertains to the improvement located within the corporate boundaries of the City of Huber Heights and further commits to those costs exceeding the estimate and which, therefore, exceed the grant amount.

Section 6. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council and all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of Ohio Revised Code.

Section 7. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the _____ day of _____, 2021;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-7853

Topics of Discussion H.

Council Work Session

Meeting Date: 09/21/2021

Water Main Lining Project Update

Submitted By: Stephanie Wunderlich

Department: Engineering

Division: Engineering

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 09/21/2021

Audio-Visual Needs: None

Emergency Legislation?: No

**Motion/Ordinance/
Resolution No.:**

Agenda Item Description or Legislation Title

Water Main Lining Project Update

Purpose and Background

The City Engineer will provide an update on the Water Main Lining Project as requested by the City Council.

Fiscal Impact

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

Attachments

No file(s) attached.

AI-7854

Topics of Discussion I.

Council Work Session

Meeting Date: 09/21/2021

Ray's Drive-Thru Discussion

Submitted By: Stephanie Wunderlich

Department: Engineering

Division: Engineering

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 09/21/2021

Audio-Visual Needs: None

Emergency Legislation?: No

**Motion/Ordinance/
Resolution No.:**

Agenda Item Description or Legislation Title

Ray's Drive-Thru Discussion

Purpose and Background

This agenda item is for a discussion about the ingress and egress along Taylorsville Road at Ray's Drive-Thru.

Fiscal Impact

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

Attachments

No file(s) attached.

AI-7857

Topics of Discussion J

Council Work Session

Meeting Date: 09/21/2021

Parks Field Leases

Submitted By: Josh King

Department: Planning

Division: Parks and Recreation

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 09/21/2021

Audio-Visual Needs: None

Emergency Legislation?: No

**Motion/Ordinance/
Resolution No.:**

Agenda Item Description or Legislation Title

Park Field Leases

Purpose and Background

To discuss Long Term Field Lease Procedure

Fiscal Impact

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

Attachments

Sample Field Lease

Park Procedures

Baseball/Softball Field License Agreement

This license agreement is made and entered into this ____ day of _____ by and between the City of Huber Heights and _____ ("Licensee") concerning the maintenance, operation, occupation and license of Monita Field Baseball fields # _____.

WHEREAS the City owns certain real property in Montgomery County, Ohio locally known as Monita Field and located at: (5045 Fishburg Rd, Huber Heights, Ohio) upon which the city has baseball fields and related improvements ("Premises");

WHEREAS Licensee desire to lease the Premises from the city and agree to operate and maintain the same;

NOW, THEREFORE, the parties hereby agree as follows:

1. **License and Term.** The City agrees to grant a revocable license to use the Premises to Licensee , , for a ____ seasonal period from _____. This agreement will renew annually thereafter, unless terminated pursuant to this agreement.
2. **Cost.** Licensee agrees to pay the City the sum of \$200 per field requested for each season of this license, which amount shall be payable on March 1st for spring season and July 1st for fall season of each year. Payments not received by due date stated above are subject to lockout of facilities until fees are paid or termination of this license.
3. **Co-principals.** _____ agree to serve as co-principals for this license, and along with Licensee will be joint and severally liable hereunder. As co-principals, the above will be responsible for the preparation and on-going maintenance of the baseball diamonds and fields at Monita Field.
4. **Use.** Licensee shall have the right to use and operate the Premises for any baseball/softball or non-baseball/softball event that they sponsor, provided that they operate the Premises in a sound and professional manner. Licensee may not use the Premises or permit any other person or entity to use the Premises, for any improper, immoral, or unlawful purpose, for a use or purpose inconsistent with City laws and regulations, or for any use that would constitute a public or private nuisance or would make void or voidable any insurance then in force with respect to the Premises. The Premises is a public facility, and the seating, parking, concession stands, restroom facilities and other specified areas thereof shall be open to the public, subject to reasonable restrictions. Park users must adhere to all applicable City of Huber Heights Codified Ordinances, State and Federal laws. (see last page of application). When not in use by Licensee the Premises may be used by the public.
5. **Contact.** Annually, a member of the City, _____ staff will be identified as the point of contact for facility issues.

6. **Maintenance.** _ Licensee shall be responsible for all maintenance and preparation of the Premises and associated facilities including: dugouts, backstop, bleachers, concession stand, and all storage facilities during their respective seasons. Licensee will be responsible for all expenses during their seasons including field marking material, paint for outfield lines, repair clay for mound and plate areas and any other miscellaneous items used for everyday care of the fields. Licensee appoints _____ who will be responsible for the day-to-day and long-term maintenance of the field playing surface and surrounding facility at Monita Field during each respective season. That individual will be responsible for the supervision of staff to perform and necessary work. If the Licensee fail to maintain the Premises as herein requires, the City shall have the right to do so, at the Licensee's expense, and Licensee shall reimburse the City for the costs to do so within 30 days.
7. **Admissions and Concessions.** Except as otherwise set forth herein, Licensee shall be allowed to sell concessions on the Premises during their respective seasons, and to retain all revenues therefrom. Licensee shall be solely responsible for any taxes and health department requirements. Licensee shall supply, at their own expense, all equipment, fixtures, supplies, and staff or other persons required or necessary to sell concessions on the Premises. Licensees are also required to have a staff member with a level 1 Food Safety Certification on file with the City.
8. **Insurance.** Licensee agrees to carry insurance as required in Exhibit A, Standard Insurance Requirements for Park and Facility Users.
9. **Scheduling.** The scheduling of Monita Fields will be done by the Boards and Committees of _____. A copy of the schedule will be provided to the City. Schedule requests will be reviewed and approved by the Parks Manager.
10. **Programs.** The Baseball/Softball programs and associated booster programs will continue to operate as they have in the past with independent schedules, budgets, and goals.
11. **Advertisement.** Temporary (banners) outfield and sideline fence advertising may be instituted with the City's permission. Any revenues generated by advertising will be used for the sole purpose of the maintenance and continued renovation of Monita Field Baseball/Softball Fields.
12. **Restoration.** A plan for any additional restoration and upgrading of Monita Field Fields will be submitted to the City for approval prior to any work being done.
13. **Termination and Amendment.** This agreement and license may be terminated at any time upon mutual agreement of all parties, immediately by the City upon an uncured breach of this agreement, or continual breach, or annually upon notice by one party prior to December 1st. The Agreement may be amended at any time during by mutual written consent of the City and Licensee

14. **Assignment.** Licensee shall not have the right to assign this license or let or sublet or sub license the whole or part of the Premises without the written consent of the City.
15. **Indemnification.** Licensee shall indemnify, defend and hold the City, its elected and appointed officials, officers, employees, volunteers, board members, agents and contractors harmless from and against any and all claims, actions, administrative proceedings, judgements, damages, punitive damages, penalties, fines and costs that arise directly or indirectly from or in connection with Licensee' use of the Premises, breach of the License, and/or any violation of governmental or insurance requirements of Licensee, provided that such indemnity shall not extend to matters that arise out of the gross negligence or willful acts of the City.
16. **Force Majeure.** Each parties' obligations to perform under this Licensee shall be excused to the extent that such performance is prevented, delayed, or rendered impracticable by events beyond that party's reasonable control, provided such party shall have exercised all reasonable efforts to avoid such events. Force Majeure shall not include financial inability to perform.
17. **Governing Law.** This Lease shall be governed by and construed in accordance with the laws of the State of Ohio.

IN WITNESS WHEREOF, the City and Licensee have executed this Lease Agreement on the day and year first written above.

CITY OF HUBER HEIGHTS, OHIO

By: _____

Interim City Manager

LICENSEE

By: _____

Its: _____

943.07 - Vehicles and traffic.

- (a) *Permitted Areas.* No person shall operate a motor vehicle in a park except on and within roads provided for such vehicles, and no person shall drive a motor vehicle in violation of the posted signs or other traffic control devices.
- (b) *Reckless Operation.* No person shall operate a motor vehicle in a park in such a manner as to endanger the operator or any other person or any property.
- (c) *Speed.* No person shall operate a motor vehicle in a park in excess of the posted speed limit.
- (d) *Parking.* No person shall park or leave a motor vehicle in a park except in places designated by the City for such purposes.
- (e) *After Hours Parking.* No person shall park or leave a motor vehicle in an area of a park at a time when such area is not open to the public.
- (f) *Impounding Vehicles.* Upon finding a motor vehicle in violation of the Park Rules and Regulations, a police officer may remove such vehicle or cause the same to be removed to a location in or outside the park, where the same may be kept until the owner or his authorized representative obtains an order from the City releasing such vehicle to the owner thereof or his authorized representative.
- (g) *Trucks and Maintenance Vehicles.* No person shall drive a truck, tractor, or other vehicle which is used for the transportation of goods or materials or for maintenance purposes over any park road or any park without the permission of the Parks and Recreation Division Manager and/or the Streets Superintendent.

(Ord. 2011-O-1882, Passed 5-9-11)

943.99 - Penalty.

- (a) *Ejection from the Park.* Police officers or other designated personnel are authorized to order any person found in violation of any of the provisions outlined herein to immediately leave the park.
- (b) *Prosecution.* Persons violating these rules and regulations may also be subject to prosecution to the extent that the violation constitutes a violation of any provisions of the General Offenses of the City (see Part 5 of the Codified Ordinances) or any Federal laws.
- (c) *Misdemeanor.* Whoever violates the City Parks and Recreation Rules and Regulations set forth in this Chapter 943 or in the Parks Facilities Use Procedures adopted by the City of Huber Heights shall be guilty of a Third Degree Misdemeanor.

(Ord. 2011-O-1882, Passed 5-9-11)

Tenant Signature: _____ Date: _____



City of Huber Heights

Parks Facilities Use Procedures

Parks Facilities Use Procedures in General:

The City of Huber Heights reserves the right to alter this procedures statement. The City Manager or designee is authorized to waive procedures on a case by case basis.

Purpose

The City of Huber Heights is committed to meeting the recreation and leisure needs of the community. These procedures have been established to monitor, control and prioritize facility usage in a fair and non-discriminative manner.

To guarantee usage of City parks facilities, including baseball/softball diamonds, tennis courts, basketball courts, volleyball courts, football fields and soccer fields (excluding shelters), a user group must reserve the facilities through a Permit Form (athletics or special events). Park shelters are reserved via phone or walk-in requests. Park facilities are open to “drop-in” or daily use on a first come, first served basis when not in use by a group that has reserved the facilities. Users may not use City facilities to conduct instructional or fee-based programs without City of Huber Heights approval.

Scheduling Priorities for Parks Use:

Parks facilities are reserved on a first come, first served basis, beginning on the first business day of each calendar year. If there are conflicting requests Huber Heights based groups/organizations will receive preference.

Restricted Activities

All City Parks shall be open for use and reservations yearly from April 1-October 31. No reservations will be made for park use between November 1-March 31 because parks are not staffed during the winter season.

Alcoholic beverages are allowed by permit only, for special events (for specific procedures see page 5) and shelter reservations (for specific procedures see page 6) at certain City Parks.

Requests for the City of Huber Heights parks and facilities will be refused when any of the following factors exist, as determined by City staff:

1. **Risk and Liability** – Activities involving high risk of physical harm to participants or high liability to the City of Huber Heights.
2. **Delinquent user or group** – A user group that has demonstrated the failure to follow the City’s rules and regulations; respect staff, patrons or the facility; failure

to pay use fees in a timely manner; and/or the failure to make restitution for damages from previous facility use.

3. **Right to Exclude** – The City of Huber Heights reserves the right to exclude any program/activity that is determined to be detrimental to existing city programs and activities and is not in the best interest of the city and its residents.

Athletic Usage Procedures:

Various youth and adult user groups use athletic facilities located in parks which are owned and managed by the City of Huber Heights. These facilities include baseball fields, soccer/football combined usage fields, outdoor basketball, tennis and volleyball courts.

Athletics Usage Permit:

Any user group wishing to use athletic facilities for athletics must complete an **Athletics Usage Permit**. Permits will be accepted the first business day of the new calendar year; whenever possible requests should be made at least 30 days prior to the intended use. Permits can be obtained by visiting the City's website at <http://hhoh.org/parks-a-recreation.html>, emailing chaney@hhoh.org or visiting City Hall at 6131 Taylorsville Road, Huber Heights, OH 45424.

The Permit will request the following information from the user group:

- User group/League Name
- User group/League Representative and Contact Information
- Park Requested
- Park Facilities Requested
- Dates and times requested
- Practice and season schedule
- Signed Code of Conduct Statement
- Proof of liability insurance, listing the **City of Huber Heights** as additional insured, with minimum coverage of \$1,000,000 per occurrence; \$2,000,000 aggregate.
- *Concession Stand: User groups/Leagues may be permitted to use the Concession Stand at Thomas A. Cloud Park. Permission is given on a case-by-case basis and User Group will be responsible for electricity costs in the amount of \$220.00 per month to cover their usage of electricity.*

The Permit will also include the following information (to be filled out by the City):

- Total fees due to the City (including clean up deposit and fee schedule)
- Any special instructions for the City and/or the User Group/League.

Fee Schedule:

All fees for *athletic usage at Thomas A. Cloud Park* will be calculated as follows*:

Baseball—Diamonds 1 & 2: \$300 per season (spring/summer) for each reserved diamond

Softball/T-Ball—Diamonds 3, 4, 5, 6, 7 & 8: \$200 per season (spring or fall) for each reserved diamond

Soccer: \$600 per season (spring or fall) for each reserved field (width of 181 feet or more; fields 1, 7, 8, 9, 12 & 13); \$300 for each reserved field (width 180 feet or less; fields 2, 3, 4, 5, 6, 10A, 10B, 11, 14, 15A & 15B).

Soccer Tournament (exclusive use of all fields): \$1300 per day.

Tennis: \$12 per court per day; \$100 per day for a tournament (all 12 courts)

Basketball: \$12 per court per day; \$100 per day for a tournament (all 4 courts)

Volleyball: \$12 per court per day; \$50 per day for a tournament

Football practice (open field): \$12 per field per day

Other uses/One-time usage: Cost varies based on specific details of the usage. Generally billed at \$12 per diamond/field/court per day. If preparation/set-up is needed it will be billed at \$55 per hour.

The fees for *athletic usage at all other City Parks* shall be \$200 per season per user group/league for a reservation. The City of Huber Heights will not provide field preparation at all other City Parks.

The City Manager or designee may waive fees on a case by case basis (i.e. for nonprofit groups).

The fee for a *special event (at all parks)* will be based on the request included on the application. Fees will include staff time (\$55 per hour excluding Public Safety personnel) and other materials that might be required due to the scope and attendance of the event. The City Manager may also collect vendor and other fees for special events sponsored by the City (including City Fireworks). The City Manager or designee may waive fees on a case by case basis (i.e. for nonprofit groups).

Clean-Up Deposit: A clean up deposit of \$100 will be required for each usage. This deposit will be returned at the end of the use if the facilities are satisfactorily maintained. Clean up is the responsibility of the user and must be completed within the designated time of reservation. Containers will be provided by the City and all refuse must be placed in the appropriate containers on the day of the special event. Any clean up that is required by city staff following the usage will be deducted from the user's deposit. Should the additional clean up exceed the amount of the deposit the City shall bill the user for the remaining amount. Failure to pay such costs could result in a revocation of future parks and facility use for athletics or special events.

If approved the Permit will be signed by the City Manager of designee and provided to the user group/league after required paperwork and payment are received.

Facility Closure Guidelines for Athletic Fields

The City of Huber Heights is committed to providing quality park facilities. City staff are experienced in field management and use policies were developed to enable the City to provide safe facilities for athletes.

Play under wet conditions is the most limiting factor in providing quality athletic fields. The City will not allow play when field conditions may contribute to unsafe play or when use would

damage the fields and significantly lessen their safety and suitability for future play. If standing water, muddy conditions, saturated grass, frost, etc. exist on fields the fields will be closed. The City will make the decision on whether to close the fields no later than two hours prior to the first scheduled game time (on weekdays). If fields are closed the User Group/League Representative will be notified via email and/or phone and the City will post cancellations on the Parks and Recreation section of the City's website (<http://hhoh.org/parks-a-recreation.html>). If it should begin to rain on weekends, within two hours prior to a scheduled game or during the game, the referee or user group officials are responsible for making the decision to close fields if conditions become unsafe.

Special Events Procedures:

Various groups and organizations request to use City parks facilities to hold special events, large or small. Due to the demand for use, the following procedures have been developed to facilitate the use of parks facilities for special events.

Special Events Permit:

Anyone wishing to use parks facilities for a special event should complete a **Special Events Permit**. Permits will be accepted the first business day of the new calendar year. To the extent possible, requests should be made at least 30 days in advance of the intended use. Permits can be obtained by calling the City at 233-1423 or emailing Emily Haney at ehaney@hhoh.org.

The Special Events Permit will request the following information from the user group:

- User Group Name
- User Group Representative and Contact Information
- Park Requested
- Facilities Requested
- Dates and times requested
- Fees (if applicable) being charged to attendees and/or vendors at event
- Site Plan. The event site plan should denote locations of the following:
 - On-site cooking units—all vendors selling food must be licensed with the County Health Department and approved in writing by the City Manager.
 - port-o-lets (250 people or more)
 - first-aid station
 - additional fencing
 - dumpsters (250 people or more)
 - any vehicles which remain as part of the event or displays
 - tents, canopies, stages or other temporary structures (must be approved by City and Montgomery County Zoning)
 - Generator placement (if applicable)
 - Signs or Banners: For signs and banners, applicants are required to contact the Zoning Department (937) 233-1423 for temporary sign permit information. All applicable Ordinances must be followed regarding sign placement.
- Alcohol permit request (if applicable, see below)
- Signed Code of Conduct Statement

- Proof of liability insurance, listing the **City of Huber Heights** as additional insured, with minimum coverage of \$1,000,000 per occurrence; \$2,000,000 aggregate.

The Permit will also include the following information (to be filled out by the City):

- Total fees due to the City (including clean up deposit, alcohol permit fee, public safety personnel fee, alcohol permit fee)
- any special instructions for the City and/or the User Group

Fee Schedule:

The fee for a *special event (at all parks)* will be based on the request included on the application. Fees will include staff time (\$55 per hour excluding, Public Safety personnel) and other materials that might be required due to the scope and attendance of the event. The City Manager may also collect vendor and other fees for special events sponsored by the City (including City Fireworks). The City Manager or designee may waive fees on a case by case basis (i.e. for nonprofit groups).

Public Safety Fee: The City reserves the right to require Public Safety personnel at any use of a parks facility. A review by the Police and Fire Departments is required prior to approval and release of the Parks Use Agreement. Public Safety personnel may be required if an event could create excessive traffic hazards or tie-ups; or require traffic or parking controls; or have the potential of creating a public safety hazard; or be of such a size as to require further review. If police presence is required at a special event the user could be assessed an extra fee for police time.

Clean-Up Deposit:

A clean up deposit of \$100 will be required for each usage. This deposit will be returned at the end of the use if the facilities are satisfactorily maintained. Clean up is the responsibility of the user and must be completed within the designated time of reservation. Containers will be provided by the City and all refuse must be placed in the appropriate containers on the day of the special event. Any clean up that is required by city staff following the usage will be deducted from the user's deposit. Should the additional clean up exceed the amount of the deposit the City shall bill the user for the remaining amount. Failure to pay such costs could result in a revocation of future parks and facility use for athletics or special events.

If approved the Permit will be signed by the City Manager of designee and provided to the user group after required paperwork and payment are received.

Alcohol Sale and Consumption Guidelines (if applicable): Non-profit groups, as defined by the Ohio Revised Code 4303.201, are permitted, upon approval by the State of Ohio Department of Commerce-Liquor Control and the City of Huber Heights to sell alcohol, for fundraising purposes, at Thomas A. Cloud Park, Community Park, Shullgate Park and Cottonwood Park. If your group desires to sell alcohol you must apply for a permit to the State of Ohio Department of Commerce-Liquor Control and the City of Huber Heights. Specific information about Ohio's liquor control laws can be found at www.com.ohio.gov/liqr.

Please follow these steps when applying for liquor permit:

1. Fill out Special Event Permit, including a site plan which indicates the location where alcohol will be served and consumed. This area must be roped or fenced off in some fashion (for example, using snow fencing). Include the Alcohol Permit application and the \$25 Alcohol Permit Fee when turning in the Special Event Permit.
2. Read the information about Ohio's liquor control laws at the website.
3. Choose the correct liquor permit type.
 - a. F-beer only
 - b. F2-beer, wine and liquor
 - c. F6-wine only
4. Contact the State of Ohio Department of Commerce-Liquor Control for a permit application.
5. Fill out and return the Liquor Control application to the State of Ohio Department of Commerce-Liquor Control. As part of this process you must also turn in the application to the City of Huber Heights Police Division.
6. Once the City receives the application it will be reviewed by the Police, Fire and Parks and Recreation Divisions.
7. No City permit will be issued until the City receives confirmation that the State of Ohio Department of Commerce-Liquor Control has issued a permit. This generally requires the non-profit group to give the City notification and a copy of the permit; the City will not receive confirmation directly from the state.

On the day of your special event you must adhere to the following guidelines:

- Both the City permit and the Liquor Control permit must be prominently displayed.
- Anyone consuming alcohol must stay within the designated area (indicated on the site plan and area must be partitioned using snow fencing or another barrier).
- No minors may be served.
- Alcohol must be sold by the drink or for an entrance fee (which includes a specified number of drinks; unlimited drinks not permitted).
- Alcohol can only be sold until 1:00 a.m., per State of Ohio regulations.
- All applicable federal, state and local laws must be followed.
- No glass containers permitted.
- Please be respectful and clean up after your use.

Shelter Reservations Procedures:

Application

Anyone wishing to reserve a Parks Shelter should call the Huber Heights Y at 937-236-9622. No application is required. Reservation requests will be accepted the first business day of the new calendar year. Park shelters available for reservation include: Cottonwood (1), Gary Sherman (1), Shullgate (1) and Thomas A. Cloud (6) Parks.

Fee Schedule

The fee for a parks shelter reservation is \$25 (all day), due before the permit is issued. Shelter reservations during which alcohol will be consumed will require an alcohol permit application fee of \$25 as well (total of \$50). Once reservation payment has been received no refunds will be

given for cancellations due to changes in circumstances or weather. However, paid reservations may be rescheduled if requested.

Alcohol Sale and Consumption

Groups that desire to consume (no sales) alcohol during a private (invited guests only) function in a City Park Shelter must request to do so through Alcohol Permit Application. A private group does not require permission of the State of Ohio Department of Commerce-Liquor Control but does require permission from the City of Huber Heights.

Alcohol consumption will only be permitted in Thomas A. Cloud, Cottonwood and Shullgate Parks.

Please follow these steps when applying for the Alcohol Permit:

- 1) Call 236-9622 to reserve a park shelter (in Thomas A. Cloud, Cottonwood, Community or Shullgate Parks).
- 2) Come to the Huber Heights Y to pick up the Shelter Permit and ask for an Alcohol Permit Application.
- 3) Fill out and submit the Alcohol Permit Application with the alcohol permit fee of \$25. This application will be reviewed by the Police, Fire and Parks and Recreation Departments.

On the day of the shelter rental you must adhere to the following guidelines:

- Both Shelter and Alcohol Permits must be prominently displayed.
- All alcohol consumption must remain within the Shelter (underneath Shelter roof).
- No serving alcohol to minors.
- All applicable federal, state and local laws must be followed.
- No glass containers permitted.
- Please be respectful and clean up after your use.



City of Huber Heights Athletic Permit

2011

User Group/League Name: _____ Sport: _____

User Group/League Representative:

Name: _____ Title: _____

Address: _____

Home Phone: _____ Cell Phone: _____

Email: _____

Park Requested: _____

Facilities Requested: _____

Dates and Times: _____

(Cloud Park Only) Would you like to use Concession Stand during season (Y/N)? _____

Please Attach the Following*	For City Use	
	Date Received	Initials
Practice Schedule		
Season Schedule		
Liability Insurance Certificate		
Code of Conduct (reviewed and signed)		

*all items and payment must be received before approval is granted

Representative Signature (or initials if signed electronically):

_____ Date: _____

For City Use Only

Date Permit Received: _____ Initials: _____

Fees:

Usage: \$ _____ + Clean-Up \$100 = TOTAL Fees: _____

Date Fees Received: _____ Initials: _____

Special Instructions: _____

Approval:

City Manager or Designee:

Date:



City of Huber Heights Special Event Permit

2011

User Group/League Name: _____ Event Title: _____

User Group Representative:

Name: _____ Title: _____

Address: _____

Home Phone: _____ Cell Phone: _____

Email: _____

Park Requested: _____

Facilities Requested: _____

Dates and Times: _____

Please Attach the Following*	For City Use	
	Date Received	Initials
Site Plan		
Liability Insurance Certificate		
Alcohol Permit Application (if applicable)		
Any applicable permits (health department, Zoning, etc.)		
Promotional materials (drafts are ok)		
Code of Conduct (reviewed and signed)		

*all items and payment must be received before approval is granted

Representative Signature (or initials if submitted electronically):

_____ Date: _____

For City Use Only

Date Permit Received: _____ Initials: _____

Fees:

Usage: \$ _____ + Clean-Up \$100 + Alcohol Permit Fee \$ _____ + Public Safety Fees:

\$ _____ = TOTAL Fees: _____

Date Fees Received: _____ Initials: _____

Special Instructions: _____

Approval:

City Manager or Designee:

Date:

Parks Code of Conduct:
Please Review and Sign

The City of Huber Heights Codified Ordinances (943.15 PERSONAL CONDUCT) regulate the Visitor Conduct in Huber Heights Parks and Recreation Facilities.

- **Disorderly Conduct.** No person shall conduct himself/herself by word or by act in a riotous, disorderly, boisterous, unruly, or other manner so as to disturb the peace and good order in a park.
- **Gambling.** No person shall solicit or procure participants for, engage in, or promote, in a park, any game of chance which is played for money or other things of value without the written permission of the Parks and Recreation Division Manager.
- **Abusive Language.** No person shall use abusive, threatening, profane, or indecent language in a park.
- **Loitering.** No person shall loiter in the vicinity of a restroom located in a park and no person shall enter facilities in a park provided for the exclusive use of the opposite sex.
- **Resisting or Obstructing an Officer.** No person shall resist, obstruct, or abuse a police officer in a park while such police officer is engaged in the lawful execution of his duties.
- **Indecent Exposure.** No person shall make an indecent exposure of his or her person in a park or engage in any sexual activity.
- **Assault.** No person shall assault or threaten another in a menacing manner or strike or wound another in a park.
- **Alcohol and drugs:** Alcohol sale, possession, displays and consumption are only permitted by approval of the City Manager. No person shall possess, sell, or offer any type of narcotic, drug, opiate or hallucinogen in any City Park.
- **Noise.** No person in a park shall operate or play a radio, television, musical instrument, or amplifying or sound equipment so as to disturb the peace and good order. No speakers, amplifier, or similar equipment shall be displayed outside of a vehicle without written permission of the Manager.

Parks users must adhere to all other applicable City of Huber Heights Codified Ordinances, State and Federal laws. Violators will be cited.

As an authorized representative of the applicant, I agree that the organization, as a term of the Agreement to Reserve a City of Huber Heights Parks Facility, will abide by the City of Huber Heights Parks Code of Conduct.

Signature of Authorized Representative
(or Initials if Submitted electronically)

Date



City of Huber Heights Alcohol Permit

Name: _____ Organization: _____

Address: _____

Phone Numbers: (O): _____ (H): _____ (C): _____

Date of Event: _____

Park (check one): Cottonwood _____

Community _____

Thomas Cloud _____ Shelter _____

Alcohol will be (check one): _____ consumed (private shelter rental _____

sold & consumed (special event sponsored by a non-profit) _____

Please attach a permit fee (\$25).

Remember that alcohol is only permitted in designated areas (underneath Shelter for Shelter rentals and in designated areas indicated on the site plan for Special Events).

For City Use Only

Police Division Review

Comments: _____

Approved: _____ Date: _____

Fire Division Review

Comments: _____

Approved: _____ Date: _____

Parks and Recreation Review

Comments: _____

Approved: _____ Date: _____

The City is in receipt of these required items and in consideration of this request, approves the _____ (distribution/sale) of alcohol at _____ Park. All attendants of the event must adhere to all applicable city and state laws. Please post this permit prominently at your event.

City Manager

Date

AI-7851

Topics of Discussion K.

Council Work Session

Meeting Date: 09/21/2021

Arts and Beautification Commission Update Presentation

Submitted By: Anthony Rodgers

Department: City Council

Council Committee Review?: Council Work Session **Date(s) of Committee Review:** 09/21/2021

Audio-Visual Needs: None **Emergency Legislation?:** No

**Motion/Ordinance/
Resolution No.:**

Agenda Item Description or Legislation Title

Arts and Beautification Commission Update Presentation

Purpose and Background

Mrs. Cindy Davidson, Chair of the Arts and Beautification Commission, will provide an update presentation to the public and the City Council on the activities of the Arts and Beautification Commission.

Fiscal Impact

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

Attachments

No file(s) attached.

AI-7852

Topics of Discussion L.

Council Work Session

Meeting Date: 09/21/2021

Brandt Pike Revitalization Project

Submitted By: Scott Falkowski

Department: City Manager

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 07/20/2021 and 08/02/2021 and 08/31/2021 and 09/21/2021

Audio-Visual Needs: None

Emergency Legislation?: No

**Motion/Ordinance/
Resolution No.:**

Agenda Item Description or Legislation Title

Brandt Pike Revitalization Project

Purpose and Background

This item is to continue discussion on the Brandt Pike Revitalization Project. The link to the Brandt Pike Target Revitalization Plan from May, 2017 is as follows: https://www.hhoh.org/DocumentCenter/View/2667/Brandt_Pike_Target_Revitalization_Plan_FINAL_DRAFT_2017_0512

Fiscal Impact

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

Attachments

No file(s) attached.
