



**CITY OF HUBER HEIGHTS  
STATE OF OHIO**

**City Council Work Session**

**May 2, 2023  
6:00 P.M.**

**City Hall - Council Chambers - 6131 Taylorsville Road - Huber Heights, Ohio**

1. **Call Meeting To Order/Roll Call**
2. **Approval Of Minutes**
  - A. April 20, 2023
3. **Work Session Topics Of Discussion**
  - A. City Manager Report
  - B. Planning Commission Update
  - C. Case RZ BDP 23-08 - RHM Real Estate Group - Rezoning/Basic Development Plan - 7125 Executive Boulevard
  - D. Field Lease Fees Waiver - HHSBA
  - E. City Liability Insurance
  - F. Transient Guest Tax - Hotel Definition

- G. Fire Division Staffing Update
- H. ARPA First Responders Grant Fund
- I. Cash Surety Fund - Amendment
- J. Supplemental Appropriations
- K. Veolia Water - Audit Agreement - Plattenburg & Associates
- L. Water Infrastructure Update
- M. Well #7 - Design - Award Contract
- N. ODOT - Final Resolution - Brandt Pike Resurfacing
- O. 2023 Water Main Replacement Program - Solicit Bids
- P. Case RZ BDP 22-35 - Thomas Dusa - Rezoning/Basic Development Plan - Technology Boulevard/Artz Road
- Q. ServLine Leak Protection Program
- R. Board And Commission Appointments
  - \* Property Maintenance Review Board - Appointment

4. **Adjournment**

**AI-9189**

**Topics of Discussion B.**

**Council Work Session**

**Meeting Date:** 05/02/2023

Planning Commission Update

**Submitted By:** Anthony Rodgers

**Department:** City Council

**Council Committee Review?:** Council Work Session **Date(s) of Committee Review:** 05/02/2023

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

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

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**Agenda Item Description or Legislation Title**

Planning Commission Update

**Purpose and Background**

Representatives of the Planning Commission will give an update presentation on the activities and work of the Planning Commission.

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**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:**

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**Attachments**

*No file(s) attached.*

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**AI-9191**

**Topics of Discussion** C.

**Council Work Session**

**Meeting Date:** 05/02/2023

Case RZ BDP 23-08 - RHM Real Estate Group - Rezoning/Basic Development Plan - 7125 Executive Boulevard

**Submitted By:** Geri Hoskins

**Department:** Planning

**Division:** Planning

**Council Committee Review?:** Council Work Session

**Date(s) of Committee Review:** 04/20/2023 and 05/02/2023

**Audio-Visual Needs:** SmartBoard

**Emergency Legislation?:** No

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

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**Agenda Item Description or Legislation Title**

Case RZ BDP 23-08 - RHM Real Estate Group - Rezoning/Basic Development Plan - 7125 Executive Boulevard

**Purpose and Background**

The applicant, RHM Real Estate Group, is requesting approval of a Rezoning of approximately 43 acres from Planned Employment Park (PEP) to Planned Mixed Use (PM) and a Basic Development Plan for approximately 300 residential units and four commercial out lots (Case RZ BDP 23-08). This ordinance had a public hearing and a first reading of the ordinance at the April 24, 2023 City Council Meeting. This agenda item is to discuss possible changes to the proposed residential units with representatives of RHM Real Estate Group.

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**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:**

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**Attachments**

Ordinance

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CITY OF HUBER HEIGHTS  
STATE OF OHIO

ORDINANCE NO. 2023-O-

TO APPROVE A REZONING FROM PLANNED EMPLOYMENT PARK (PEP) TO PLANNED MIXED USE (PM) FOR THE PROPERTY LOCATED AT 7125 EXECUTIVE BOULEVARD AND FURTHER IDENTIFIED AS PARCEL NUMBERS P70 03190 0080, P70 03190 0081, AND P70 03190 0005 AND A BASIC DEVELOPMENT PLAN FOR PARCEL NUMBER P70 01820 0003 AND LOT #1 AND LOT #4 OF THE PRIDE ONE SUBDIVISION ON THE MONTGOMERY COUNTY AUDITOR'S MAP AND TO ACCEPT THE RECOMMENDATION OF THE PLANNING COMMISSION (CASE RZ BDP 23-08).

WHEREAS, the citizens of Huber Heights require the efficient and orderly planning of land uses within the City; and

WHEREAS, the City Planning Commission has reviewed Case RZ BDP 23-08 and on April 11, 2023 recommended approval by a vote of 5-0 of the Rezoning from Planned Employment Park (PEP) to Planned Mixed Use (PM) and a Basic Development Plan; and

WHEREAS, the City Council has considered the issue.

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

Section 1. The application requesting approval of a Rezoning from Planned Employment Park (PEP) to Planned Mixed Use (PM) and a Basic Development Plan (Case RZ BDP 23-08) is hereby approved in accordance with the Planning Commission's recommendation and following conditions:

1. The permitted uses shall be those outlined in Chapter 1179, excluding:
  - Filling stations
  - Sweepstakes cafes
  - Convenience stores
  - Self-storage facilities
  - Car washes
  - Drive Thru or Drive Up windows
  - Other uses deemed incompatible with a community entertainment district as determined by the Planning Director
2. The applicant will comply will all Fire Code requirements, per the Huber Heights Fire Division.
3. The existing trees and non-invasive vegetation that abut properties along Scatter Root Place and Loblolly Drive shall be preserved and maintained in a healthy manner. Dead or dying trees shall be replaced with species approved by the City.

Section 2. 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 3. 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 \_\_\_\_\_, 2023;  
\_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**AI-9168**

**Topics of Discussion** D.

**Council Work Session**

**Meeting Date:** 05/02/2023

Field Lease Fees Waiver - HHSBA

**Submitted By:** Bryan Chodkowski

**Department:** City Manager

**Council Committee Review?:** Council Work Session **Date(s) of Committee Review:** 05/02/2023

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

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

**Agenda Item Description or Legislation Title**

Field Lease Fees Waiver - HHSBA

**Purpose and Background**

The City and the Huber Heights Softball Baseball Association (HHSBA) have an agreement which allows HHSBA use of the ball diamonds at Thomas Cloud Park and Monita Field. This agreement requires HHSBA to pay an annual fee of \$200 per field to the City. The total annual fees paid by HHSBA to the City totals \$2,400. The agreement also defines certain field maintenance responsibilities to HHSBA. In 2022, HHSBA - using its financial resources - made improvements to several fields. These improvements were beyond their maintenance responsibilities and were done to improve the playability of the fields. As the cost of these improvements exceeded the value of the field lease fees for 2023, HHSBA has requested the City waive the field lease fees for 2023.

**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. 2023-R-

WAIVING HUBER HEIGHTS SOFTBALL BASEBALL ASSOCIATION FIELD LEASE FEES FOR CALENDAR YEAR 2023.

WHEREAS, the City of Huber Heights (the “City”) and the Huber Heights Softball Baseball Association (HHSBA) entered into a Field Lease Agreement (the “Agreement”) for the period of January 1, 2022 through December 31, 2026 (the “Lease”); and

WHEREAS, the Lease requires HHSBA to pay a per-field fee annually to the City; and

WHEREAS, the Lease further defines HHSBA’s field maintenance responsibilities; and

WHEREAS, in 2022, HHSBA invested its resources beyond its field maintenance responsibilities to ensure field playability for its members.

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

Section 1. The City Council hereby waived HHSBA’s obligation for the per-field fee as outlined in Section 2 of the Agreement for calendar year 2023 in recognition of field improvements made by HHSBA in 2022.

Section 2. 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 3. 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 \_\_\_\_\_, 2023;  
\_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**AI-9188**

**Topics of Discussion E.**

**Council Work Session**

**Meeting Date:** 05/02/2023

City Liability Insurance

**Submitted By:** Katie Knisley

**Department:** Human Resources

**Council Committee Review?:** Council Work Session **Date(s) of Committee Review:** 05/02/2023

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

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

**Agenda Item Description or Legislation Title**

City Liability Insurance

**Purpose and Background**

The City's current insurance policy for property and casualty is set to expire May 11, 2023. City Staff have asked the City's current insurance company, Travelers, to provide an extension of the City's coverage through July 1, 2023. The quote for this extension did not come in before the deadline for the meeting packet; but City Staff should have it for discussion at the meeting. There will be legislation to authorize the City Manager to enter into an agreement with Travelers insurance company for the continuation of insurance coverage for general liability, property, boiler and machinery, inland marine, automobile, crime, law enforcement liability, public official liability and other necessary insurance coverage for the City of Huber Heights through July 1, 2023, to include the quote once received.

**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**

*No file(s) attached.*



**AI-9166**

**Topics of Discussion** F.

**Council Work Session**

**Meeting Date:** 05/02/2023

Transient Guest Tax - Hotel Definition

**Submitted By:** Geri Hoskins

**Department:** Planning

**Division:** Planning

**Council Committee Review?:** Council Work Session

**Date(s) of Committee Review:** 05/02/2023

**Audio-Visual Needs:** None

**Emergency Legislation?:** No

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

**Agenda Item Description or Legislation Title**

Transient Guest Tax - Hotel Definition

**Purpose and Background**

This ordinance will update the definition of "hotel" for the Transient Guest Tax to allow the City to collect the tax on short-term rentals within Huber Heights.

**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**

Ordinance

CITY OF HUBER HEIGHTS  
STATE OF OHIO

ORDINANCE NO. 2023-O-

AMENDING CHAPTER 193 – TRANSIENT GUEST TAX, SECTION 193.02 – STATE DEFINITIONS INCORPORATED OF THE HUBER HEIGHTS CODIFIED ORDINANCES.

WHEREAS, the State of Ohio expanded the definition of “hotel” in 2020 to include establishments of fewer than five rooms; and

WHEREAS, the City desires to expand its definition of “hotel” for the purpose of the Transient Guest Tax; and

WHEREAS, the City Council has considered the issue.

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

Section 1. Chapter 193 – Transient Guest Tax, Section 193.02 – State Definitions Incorporated of the Huber Heights Codified Ordinances is amended to read as follows:

193.02 – State definitions incorporated

The definition of “hotel” set forth in Ohio R.C. 5739.01 and expanded by Ohio R.C. 5739.091, and the definition of “transient guest” as set forth in Ohio R.C. 5739.01 are incorporated herein by reference.

Section 2. All other provisions of Chapter 193 – Transient Guest Tax of the Huber Heights Codified Ordinances not expressly amended herein remain in full force and effect.

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 \_\_\_\_\_, 2023;  
\_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**AI-9187**

**Topics of Discussion** G.

**Council Work Session**

**Meeting Date:** 05/02/2023

Fire Division Staffing Update

**Submitted By:** Anthony Rodgers

**Department:** City Council

**Council Committee Review?:** Council Work Session  
**Date(s) of Committee Review:** 02/07/2023 and 02/21/2023 and 03/27/2023 and 04/04/2023 and 04/20/2023 and 05/02/2023

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

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

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**Agenda Item Description or Legislation Title**

Fire Division Staffing Update

**Purpose and Background**

This agenda item has been requested by Councilmembers Ed Lyons, Anita Kitchen, and Glenn Otto for an update on staffing in the Fire Division. The updated spreadsheet on the hiring activities in the Fire Division has been provided (see attached).

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**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:**

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**Attachments**

Spreadsheet

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Firefighter/Paramedic Hiring Status

		Withdraw	No Response	Background	Conditional Offer	Psych.	Phys.	Prints	PAT	Paramedic Cert	Start Date	Count Based on Start Date	
May 6, 2022 Eligibility List	Candidate 1			X	X	X	X	X	X	X	1/3/2023	34 of 42	
	Candidate 2			X	X	X	X	X	X	X	1/3/2023	35 of 42	
	Candidate 3			X	X	X	X	X	X	X	1/4/2023	36 of 42	
	Candidate 4			X	X	X	X	X	X	X	X	X	
December 9, 2022 Eligibility List	Candidate 1	X									X		
	Candidate 2			X	X	X	X	X	X	X	2/20/2023	38 of 42	
	Candidate 3												
	Candidate 4			X	X	X	X	X	X	X	2/6/2023	37 of 42	
	Candidate 5	X		X							X		
	Candidate 6												
	Candidate 7	X									X		
	Candidate 8	X		X	X	X	X		X	X	X	X	
	Candidate 9		X								X		
	Candidate 10	X									X		
	Candidate 11			X	X	X	X	X	X	X	3/6/2023	39 of 42	
	Candidate 12		X								X		
New Process started February 3, 2023 with a deadline for applications on February 24, 2023.													
March 3, 2023 Eligibility List	Candidate 1*			X	X	X	X	X	X	X	4/24/2023	40 of 42	
	Candidate 2*			X	X	X	X	X	X	X	4/24/2023	41 of 42	
	Candidate 3*			X	X	X	X	X	X	X	5/22/2023	42 of 42	
* Pre-employment testing for each candidate has been scheduled													

	indicates updates from previous meeting
	indicates candidate completed; waiting on results

**AI-9185**

**Topics of Discussion** H.

**Council Work Session**

**Meeting Date:** 05/02/2023

ARPA First Responders Grant Fund

**Submitted By:** Jim Bell

**Department:** Finance

**Division:** Accounting

**Council Committee Review?:** Council Work Session

**Date(s) of Committee Review:** 05/02/2023

**Audio-Visual Needs:** None

**Emergency Legislation?:** No

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

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**Agenda Item Description or Legislation Title**

ARPA First Responders Grant Fund

**Purpose and Background**

This legislation will establish the ARPA First Responders Grant Fund to track all grant revenue and reimbursement of Fire Fund expenditures for personnel and behavioral health services in 2023 and 2024. The City of Huber Heights is expected to receive funding in the next month as reports are submitted detailing appropriate expenses to be reimbursed.

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**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:**

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**Attachments**

Resolution

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CITY OF HUBER HEIGHTS  
STATE OF OHIO

RESOLUTION NO. 2023-R-

ESTABLISHING THE ARPA FIRST RESPONDERS GRANT FUND.

WHEREAS, the State of Ohio has allocated \$70,000,000.00 in funding for the ARPA First Responder Wellness, Recruitment, Retention and Resiliency Grant Program; and

WHEREAS, the City Council of Huber Heights, Ohio authorized the application and acceptance of the aforementioned grant funds in Resolution No. 2022-R-7136; and

WHEREAS, the City of Huber Heights has been approved to receive \$547,093.34 in grant funds to hire one full-time fire fighter/paramedic and one full-time captain; and

WHEREAS, the City of Huber Heights has been approved to receive \$287,600 in grant funds for a wellness coordinator position and behavioral health services; and

WHEREAS, the City has determined the need to create the ARPA First Responders Grant Fund to account for the grant monies to be received, and to reimburse the expenses incurred in the Fire Fund for personnel expenses in 2023 and 2024 of the three new positions, in addition to the behavioral health services expenses.

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

Section 1. There is hereby created and established the new ARPA First Responders Grant Fund which shall be maintained separately from all other City funds to account for the grant revenue received and reimbursement of appropriate Fire Fund expenditures as described above.

Section 2. 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 3. 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 \_\_\_\_\_, 2023;  
\_\_\_\_ Yeas; \_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**AI-9164**

**Topics of Discussion** I.

**Council Work Session**

**Meeting Date:** 05/02/2023

Cash Surety Fund - Amendment

**Submitted By:** Jim Bell

**Department:** Finance

**Division:** Accounting

**Council Committee Review?:** Council Work Session

**Date(s) of Committee Review:** 05/02/2023

**Audio-Visual Needs:** None

**Emergency Legislation?:** No

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

**Agenda Item Description or Legislation Title**

Cash Surety Fund - Amendment

**Purpose and Background**

City Council passed Ordinance No. 2007-O-1687 on February 12, 2007 establishing the Cash Surety Fund. The purpose of this fund is to provide a fund for cash surety bonds provided to the City to guarantee performance or compliance with certain City ordinances, or as surety to insure compliance with certain City ordinances. That Ordinance placed a limit of \$20,000 on a cash surety, however, there is no limitation on the amount the City can accept with respect to performance bonds or letters of credit. City Staff and the Law Director recommend amending Ordinance No. 2007-O-1687 to eliminate Section 4, thereby placing no limit on the amount of a cash surety the City will accept.

**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**

Ordinance

CITY OF HUBER HEIGHTS  
STATE OF OHIO

ORDINANCE NO. 2023-O-

AMENDING ORDINANCE NO. 2007-O-1687 REGARDING CERTAIN LIMITATIONS IN ACCEPTING CASH SURETIES TO BE DEPOSITED IN THE #802 CASH SURETY FUND.

WHEREAS, on February 12, 2007, City Council passed Ordinance No. 2007-O-1687 creating the #802 Cash Surety Fund; and

WHEREAS, the purpose of the #802 Cash Surety Fund is to provide a fund for cash surety bonds provided to the City to guarantee performance or compliance with certain City Ordinances, or as surety to insure compliance with certain City Ordinances; and

WHEREAS, Ordinance No. 2007-O-1687 provided that the City would not accept a cash surety in excess of twenty thousand dollars (\$20,000.00); and

WHEREAS, there is no limitation on the amount the City can accept with respect to performance bonds or letter of credit.

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

Section 1. Section 4 of Ordinance No. 2007-O-1687 is hereby eliminated such that there is no limit on the amount of cash surety the City will accept and deposit in the #802 Cash Surety Fund.

Section 2. 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 3. 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 \_\_\_\_\_, 2023;  
\_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



**AI-9192**

**Topics of Discussion** J.

**Council Work Session**

**Meeting Date:** 05/02/2023

Supplemental Appropriations

**Submitted By:** Jim Bell

**Department:** Finance **Division:** Accounting

**Council Committee Review?:** Council Work Session

**Date(s) of Committee Review:** 05/02/2023

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

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

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**Agenda Item Description or Legislation Title**

Supplemental Appropriations

**Purpose and Background**

The supplemental appropriations in this ordinance are for the following purposes:

- \$417,350 transfer from ARPA First Responders Grant Fund to Fire Fund for reimbursement of personnel expenses for 3 positions and behavioral health services expenses.
- \$700,000 reduction to Capital Improvement Fund balance to move Fishburg Road widening to the Issue 2 Fund.
- \$700,000 increase to Issue 2 Fund for recently approved Fishburg Road widening project.
- \$28,700 increase to Carriage Trails Infrastructure Fund for new special assessment revenue received to be paid to DEC, as per the most recent DEC Agreements approved by City Council in 2021 and 2022, plus Miami County Auditor collection fees.

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**Fiscal Impact**

**Source of Funds:** Various Funds

**Cost:** \$28,700

**Recurring Cost? (Yes/No):** No

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

**Financial Implications:**

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**Attachments**

Ordinance

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CITY OF HUBER HEIGHTS  
STATE OF OHIO

ORDINANCE NO. 2023-O-

AUTHORIZING TRANSFERS BETWEEN VARIOUS FUNDS OF THE CITY OF HUBER HEIGHTS, OHIO AND AMENDING ORDINANCE NO. 2022-O-2562 BY MAKING SUPPLEMENTAL APPROPRIATIONS FOR EXPENSES OF THE CITY OF HUBER HEIGHTS, OHIO FOR THE PERIOD BEGINNING JANUARY 1, 2023 AND ENDING DECEMBER 31, 2023.

WHEREAS, supplemental appropriations for expenses of the City of Huber Heights must be made for appropriations of funds for various 2023 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 advances and transfers necessary and effected after January 1, 2023.

Section 2. Ordinance No. 2022-O-2562 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 \_\_\_\_\_, 2023;  
\_\_\_\_\_ 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>
\$417,350.00	293 ARPA 1 <sup>st</sup> Responder	210 Fire	Reimburse 3 positions and behavior health service expenses

**EXHIBIT B**

AMENDING ORDINANCE NO. 2022-O-2562 BY MAKING APPROPRIATIONS FOR EXPENSES OF THE CITY OF HUBER HEIGHTS, OHIO FOR THE PERIOD BEGINNING JANUARY 1, 2023 AND ENDING DECEMBER 31, 2023.

- 1) Section 50 of Ordinance No. 2022-O-2562 is hereby added to reflect an increase in the appropriations of the 293 ARPA First Responders Grant Fund, as follows:
  - a. Subsection a) Non-Departmental, Transfers of \$417,350.00.
- 2) Section 30 of Ordinance No. 2022-O-2562 is hereby amended to reflect a decrease in the appropriations of the 406 Capital Improvement Fund, as follows:
  - a. Subsection c) Capital, Operations and Capital of \$700,000.00.
- 3) Section 32 of Ordinance No. 2022-O-2562 is hereby amended to reflect an increase in the appropriations of the 421 Issue 2 Fund, as follows:
  - a. Subsection a) Capital, Operations and Capital of \$700,000.00
- 4) Section 39 of Ordinance No. 2022-O-2562 is hereby added to reflect an increase in the appropriations of the 454 Carriage Trails Infrastructure Fund, as follows:
  - a. Subsection a) Capital, Operations and Capital of \$28,700.00.

ARPA First Responders Grant Fund	\$417,350.00
Capital Improvements Fund	\$(700,000.00)
Issue 2 Fund	\$700,000.00
Carriage Trails Infrastructure Fund	\$28,700.00

**AI-9165**

**Topics of Discussion** K.

**Council Work Session**

**Meeting Date:** 05/02/2023

Veolia Water - Audit Agreement - Plattenburg & Associates

**Submitted By:** Jim Bell

**Department:** Finance **Division:** Accounting

**Council Committee Review?:** Council Work Session

**Date(s) of Committee Review:** 05/02/2023

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

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

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**Agenda Item Description or Legislation Title**

Veolia Water - Audit Agreement - Plattenburg & Associates

**Purpose and Background**

Plattenburg & Associates has previously performed other audits and professional services for the City of Huber Heights in addition to the annual state audit services, and Plattenburg & Associates has audited the agreed-upon procedures for Veolia Water as part of the Operations and Maintenance Agreement between the City and Veolia since 2008. This legislation authorizes the City Manager to enter into a new five-year agreement with Plattenburg & Associates to audit agreed-upon procedures as part of the Operations and Maintenance Agreement between the City and Veolia Water with a base price ranging from \$13,900 to \$15,100 per year, as per the attached Exhibit A.

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**Fiscal Impact**

**Source of Funds:** Various Funds

**Cost:** \$0.00 in 2023

**Recurring Cost? (Yes/No):** Yes

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

**Financial Implications:**

The contract for the Veolia Water audit is a base price of \$13,900 in 2024 increasing incrementally annually to \$15,100 in 2028.

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**Attachments**

Resolution

Exhibit A

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CITY OF HUBER HEIGHTS  
STATE OF OHIO

RESOLUTION NO. 2023-R-

AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH PLATTENBURG & ASSOCIATES FOR ADDITIONAL SERVICES RELATING TO COMPLIANCE UNDER THE OPERATIONS AND MAINTENANCE AGREEMENT BETWEEN THE CITY OF HUBER HEIGHTS AND VEOLIA WATER.

WHEREAS, City Council of Huber Heights authorized the City Manager to execute a Memorandum of Agreement between the City, the Auditor of State, and Plattenburg & Associates providing for Plattenburg & Associates to conduct an audit of the Combined Financial Statements of the City of Huber Heights for the Fiscal Years of January 1, 2022 through December 31, 2026 pursuant to the Memorandum of Agreement at annual amounts not to exceed those set forth in Plattenburg & Associates' Sealed Dollar Cost Bid; and

WHEREAS, Plattenburg & Associates has previously performed other audits and professional services for the City of Huber Heights in addition to the annual state audit services, and the City desires the ability to continue to use Plattenburg & Associates to perform other professional services as it relates to the Operations and Maintenance Agreement between the City and Veolia Water.

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

Section 1. The City Council of the City of Huber Heights authorizes the City Manager to enter into a five-year agreement with Plattenburg & Associates for professional services attached hereto as Exhibit A related to the Operations and Maintenance Agreement between the City and Veolia Water at a base price each year according to the following schedule:

1. \$13,900.00 for December 31, 2023
2. \$14,200.00 for December 31, 2024
3. \$14,500.00 for December 31, 2025
4. \$14,800.00 for December 31, 2026
5. \$15,100.00 for December 31, 2027.

Section 2. City Council further determines that it is in the best interest of the City and hereby authorizes the Director of Finance to assign all services provided by Plattenburg & Associates including costs for services previously incurred this year to various funds as is determined appropriate by the Director of Finance.

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 \_\_\_\_\_, 2023;  
\_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

AUTHENTICATION:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**PLATTENBURG**Certified Public Accountants

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March 31, 2023

Veolia North America  
City of Huber Heights  
6131 Taylorsville Road  
Huber Heights, OH 45424

We are pleased to confirm our understanding of the nature and limitations of the services we are to provide for Veolia North America and the City of Huber Heights.

We will apply the agreed-upon procedures which Veolia North America (the Company) and the City of Huber Heights (the City) have specified, listed in the attached schedule (appendix A) for the 5 one-year periods of January 1, 2023 through December 31, 2027. This engagement is solely to assist Veolia North America and the City of Huber Heights in complying with the requirements of their Operations and Maintenance Agreement. Our engagement to apply agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we obtain your written agreement to the procedures to be applied and your acknowledgment that those procedures are appropriate for the intended purpose of the engagement, as described in this letter. A refusal to provide such agreement and acknowledgment will result in our withdrawal from the engagement. No other parties will be requested to agree to the procedures and acknowledge that the procedures performed are appropriate for their purposes. We make no representation that the procedures we will perform are appropriate for the intended purpose of the engagement or for any other purpose.

Because the agreed-upon procedures do not constitute an examination or review, we will not express an opinion or conclusion on the procedures listed in the attached schedule (appendix A). In addition, we have no obligation to perform any procedures beyond those to which you agree.

We plan to begin our procedures approximately by February each year and, unless unforeseeable problems are encountered, the engagement should be completed by April each year.

We will issue a written report upon completion of our engagement that lists the procedures performed and our findings. Our report will be addressed to The City and the Company. If we encounter restrictions in performing our procedures, we will discuss the matter with you. If we determine the restrictions are appropriate we will disclose the restrictions in our report. Our report will contain a paragraph indicating that had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

There may exist circumstances that, in our professional judgment, will require we withdraw from the engagement. Such circumstances include the following:

- You refuse to provide written agreement to the procedures and acknowledge that they are appropriate for the intended purpose of the engagement.

- You fail to provide requested written representations, or we conclude that there is sufficient doubt about the competence, integrity, ethical values, or diligence of those providing the written representations, or we conclude that the written representations provided are otherwise not reliable.
- We determine that the description of the procedures performed or the corresponding findings are misleading in the circumstances of the engagement.
- We determine that restrictions on the performance of procedures are not appropriate.

An agreed-upon procedures engagement is not designed to detect instances of fraud or noncompliance with laws or regulations; however, should any such matters come to our attention, we will communicate them in accordance with professional standards and applicable law. In addition, if, in connection with this engagement, matters come to our attention that contradict the procedures listed in the attached schedule (appendix A), we will communicate such matters to you.

You are responsible for the procedures listed in the attached schedule (appendix A). In addition, you are responsible for providing us with (1) access to all information of which you or the appropriate party are aware that is relevant to the performance of the agreed-upon procedures on the subject matter, (2) additional information that we may request from the appropriate party for the purpose of performing the agreed-upon procedures, and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain evidence relating to performing those procedures.

At the conclusion of our engagement, we will require certain written representations in the form of a representation letter from management that, among other things, will confirm management's responsibility for the procedures listed in the attached schedule (appendix A) in accordance with the stated criteria.

David Minich is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fixed fee each year for these services will be:

1. \$13,900 for December 31, 2023
2. \$14,200 for December 31, 2024
3. \$14,500 for December 31, 2025
4. \$14,800 for December 31, 2026
5. \$15,100 for December 31, 2027

This fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If additional time is necessary, we will discuss it with you and arrive at a new fee estimate to cover the additional costs. Our invoices will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes overdue and will not be resumed until your account is paid in full. If we elect to



terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

If you request additional or extended procedures not listed in the attached schedule (appendix A) such procedures will be performed as a separate engagement and covered by a separate agreement.

We appreciate the opportunity to assist you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us. If the need for additional procedures arises, our agreement with you will need to be revised. It is customary for us to enumerate these revisions in an addendum to this letter. If additional specified parties of the report are added, we will require that they acknowledge in writing their responsibility for the sufficiency of procedures.

Sincerely,

*Plattenburg & Associates, Inc.*

Plattenburg & Associates, Inc.

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Name

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Title

## **APPENDIX A**

### **AGREED-UPON PROCEDURES**

#### **City of Huber Heights and Veolia North America Engagement Letter Dated March 31, 2023**

**We will perform the following procedures related to the completeness and accuracy of the billing and cash receipts procedures under the agreement:**

1. We will select a total of forty (40) customer billing journals. The population for the selection will include the monthly billing journals.
2. We will agree the billings from the billing journal to the remittance advice included with the cash receipt noting agreement of the customer name, account number, and billing amount.
3. We will agree the remittance advice to the daily cash entries report.
4. We will agree the total of the daily cash entries report to the validated deposit ticket.
5. We will recalculate the billings, selected above, based on the water, sewer, and storm water rates established in the city ordinance(s) provided by Veolia North America.
6. We will inquire of Veolia North America personnel as to the procedures in place to record and bill new customers and:
  - a. We will select five (5) new customers from the customer service order form files and note proper authorization for services from the customer service representative.
  - b. We will trace the new customer to the appropriate billing journal to determine the billing period coincides with the date the service began.
7. We will inquire of Veolia North America personnel as to the procedures in place to remove customers terminating service and:
  - a. We will select five (5) terminated customers from the customer service order form files and note proper authorization for the termination of services from the customer service representative.
  - b. We will obtain the appropriate billing journal for the cycle following termination of services noting that the customer is properly removed.
8. We will inquire of Veolia North America personnel as to the procedures in place for analyzing and adjusting "out-of-range" meter readings and:

- a. We will select five (5) “out-of-range” readings from the meter reading exception report that resulted in the issuance of a customer service order report and scan the customer service order for resolution of reading.
9. We will inquire of Veolia North America personnel as to the procedure for authorizing billing adjustments and:
    - a. We will select five (5) adjustments from the customer service order forms and determine that billing adjustments were authorized by the appropriate personnel of Veolia North America if the adjustment falls within the parameters established by the City of Huber Heights. For those adjustments requiring additional authorization from the City of Huber Heights, we will note the existence of written authorization from the City.

**We will perform the following related to the recording and allocation of expenses under the agreement:**

10. For outside vendor expenses we will select twenty (20) expense amounts from the Veolia North America expense register and obtain invoices supporting payments and note authorization for payment from the on site plant manager; agree the invoice amount to the amount included in the expenditure register; and agree the amount and vendor from the report to the cancelled check.
11. For allocated labor charges:
  - a. We will trace and agree the hours worked to the signed timesheets for one employee from each company for each monthly reporting period.
  - b. We will obtain wage rate information from the payroll system and recalculate the labor expense for those selected in (a) above.
12. We will agree the total expenses from Veolia North America expense register to the monthly management reports for each month in the year. We agreed the sum of the 12 monthly expenditure totals from the monthly management reports to the sum of the 12 monthly billings to the City of Huber Heights.
13. We will inquire of Veolia North America personnel as to the procedures in place regarding NSF checks.
  - a. We will select six (6) customers from the NSF check listings and examine the related customer files for a copy of the letter notifying the customer of the unpaid balance and the NSF policy.
  - b. For each of the selections, we will perform procedures to verify that when applying payments to the customer’s account, the system properly notifies the user to reject check payments in accordance with the NSF policy.

**AI-9186**

**Topics of Discussion** L.

**Council Work Session**

**Meeting Date:** 05/02/2023

Water Infrastructure Update

**Submitted By:** Anthony Rodgers

**Department:** City Council

**Council Committee Review?:** Council Work Session **Date(s) of Committee Review:** 02/07/2023 and 02/21/2023 and 03/27/2023 and 04/04/2023 and 04/20/2023 and 05/02/2023

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

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

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**Agenda Item Description or Legislation Title**

Water Infrastructure Update

**Purpose and Background**

This agenda item has been requested by Councilmembers Glenn Otto, Anita Kitchen, and Ed Lyons for an update on City water infrastructure. The updated spreadsheet on the City's current water infrastructure projects has been provided (see attached).

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**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:**

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**Attachments**

Spreadsheet

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**Mardi Gras Water Main Replacement**

Mardi Gras Drive  
Charlesgate Drive  
Parish Court

**2022 Water Main Replacement Program**

Cruixten Drive      Alter Road  
Hubbard Drive      Holbrook Drive  
Helwig Drive      Hinckley Court

**2023 Watermain Replacement Program**

Hubbard Drive      Tewkesbury Drive  
Chesham Drive      Hartwick Drive  
Sandbury Drive      Alter Road  
Longford Road      Storck Drive

<b>Council Approved to Solicit Design for RFP</b>	X		X		X
<b>Design Proposals Were Due</b>	X		X		X
<b>Council Approved the Award Design Consultant</b>	X		X		X
<b>Notice to Proceed with Design Consultant(s)</b>	X		X		X
<b>Order Pipe (Poss. 8-9 mo Delay)</b>	X		X		X
<b>Design Completion Date</b>	X		X		4/21/2023
<b>Work Session for Going Out to Construction Bid</b>	X		X		5/2/2023
<b>Council Approval to Go Out to Construction Bid</b>	X		X		5/8/2023
<b>Advertise for Construction Bidding</b>	X		X		5/12/2023
<b>Construction Bids Due</b>	X		X		6/2/2023
<b>Work Session to Award Construction</b>	X		X		6/20/2023
<b>Council Approval to Award Construction</b>	X		X		6/26/2023
<b>Notice to Proceed with Contractor(s)</b>	X		X		7/10/2023
<b>Estimated Pipe Delivery</b>	X		X		9/1/2023
<b>Begin Construction</b>	X		X		9/1/2023
<b>Construction Complete</b>	X		9/1/2023		4/1/2024

X = Completed

AI-9171

Topics of Discussion M.

**Council Work Session**

**Meeting Date:** 05/02/2023

Well #7 - Design - Award Contract

**Submitted By:** Hanane Eisentraut

**Department:** Engineering **Division:** Engineering

**Council Committee Review?:** Council Work Session **Date(s) of Committee Review:** 05/02/2023

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

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

**Agenda Item Description or Legislation Title**

Well #7 - Design - Award Contract

**Purpose and Background**

City Staff solicited a Request For Qualifications and Proposals from various engineering firms to design the new Well # 7 at the Rip Rap Road Water Treatment Plant. Two proposals were received, one from Terran Corporation at a cost that ranges between \$330,235 to \$416,975, and the second was from WSP USA Environment & Infrastructure, Inc. (formerly Wood) at a cost of \$386,563. City Staff analyzed these responses and selected WSP USA Environment & Infrastructure, Inc. as the most qualified firm for this work. The City has previously worked with WSP USA Environment & Infrastructure, Inc. before for an EPA required "Source Water Protection Plan" for the existing wellfield. WSP USA Environment & Infrastructure, Inc. also performed the 72-hour well test on Well #6 that was installed three years ago. This legislation will authorize the City Manager to enter into a contract with WSP USA Environment & Infrastructure, Inc. at a cost not to exceed \$425,000. The Water Utility Reserve Fund will be utilized to cover the cost of this work.

**Fiscal Impact**

**Source of Funds:** Water Utility Reserve Fund

**Cost:** \$425,000

**Recurring Cost? (Yes/No):** No

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

**Financial Implications:**

**Attachments**

Resolution

CITY OF HUBER HEIGHTS  
STATE OF OHIO

RESOLUTION NO. 2023-R-

AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR PREPARATION OF ENGINEERING PLANS AND SPECIFICATIONS FOR THE DESIGN OF NEW WELL #7 AT THE RIP RAP ROAD WATER TREATMENT PLANT.

WHEREAS, the City Council has applied for and received a grant through the Ohio Department of Development for the construction of the new Well #7 at the Rip Rap Road Water Treatment Plant (RRRWTP); and

WHEREAS, it is necessary to obtain outside engineering services to design the new Well #7; and

WHEREAS, WSP USA Environment & Infrastructure, Inc. has been determined to be the most qualified firm for the design of new Well #7.

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

Section 1. The City Manager is hereby authorized to enter into a contract for the preparation of engineering plans and specifications for the design of new Well #7 at the Rip Rap Road Water Treatment Plant (RRRWTP) with WSP USA Environment & Infrastructure, Inc. at a cost not to exceed \$425,000.00.

Section 2. 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 3. 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 \_\_\_\_\_, 2023;  
\_\_\_\_ Years; \_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**AI-9169**

**Topics of Discussion** N.

**Council Work Session**

**Meeting Date:** 05/02/2023

ODOT - Final Resolution - Brandt Pike Resurfacing

**Submitted By:** Hanane Eisentraut

**Department:** Engineering **Division:** Engineering

**Council Committee Review?:** Council Work Session **Date(s) of Committee Review:** 05/02/2023

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

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

**Agenda Item Description or Legislation Title**

ODOT - Final Resolution - Brandt Pike Resurfacing

**Purpose and Background**

This legislation will authorize the City Manager to enter into an agreement with the Director of Transportation of the Ohio Department of Transportation (ODOT) to resurface Brandt Pike from Fishburg Road to the south City Limit. The City's preliminary share is estimated to be \$294,624.00. ODOT will manage and supervise this project.

**Fiscal Impact**

**Source of Funds:** Street Capital Improvement

**Cost:** \$294,624

**Recurring Cost? (Yes/No):** No

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

**Financial Implications:**

**Attachments**

Resolution



CITY OF HUBER HEIGHTS  
STATE OF OHIO

RESOLUTION NO. 2023-R-

FINAL RESOLUTION FOR ODOT TO RESURFACE BRANDT PIKE (STATE ROUTE 201) FROM THE SOUTH CORPORATION LIMIT TO FISHBURG ROAD.

The following Final Resolution enacted by the City of Huber Heights, Ohio, hereinafter referred to as the Legislative Authority/Local Public Agency or “LPA”, in the matter of the stated described project.

WHEREAS, on the 10<sup>th</sup> day of October, 2022, the LPA enacted legislation proposing cooperation with the Director of Transportation for the described project:

The project consists of improvements to Brandt Pike (State Route 201) from the South Corporation Limits (S.L.M. 4.48) to Fishburg Road (S.L.M. 6.12), including pavement planning, pavement repair, resurfacing, application of rejuvenating agent, and pavement marking, lying within the City of Huber Heights; and

WHEREAS, the LPA shall cooperate with the Director of Transportation in the above-described project as follows:

The City agrees to assume and bear one hundred percent (100%) of the entire cost of the improvement within the City limits, less the amount of Federal-Aid funds set aside by the Director of Transportation for the financing of this improvement from funds allocated by the Federal Highway Administration, U.S. Department of Transportation.

The share of the cost of the LPA is now estimated in the amount of Two Hundred Ninety-Four Thousand Six Hundred Twenty-Four and 00/100 Dollars (\$294,624.00), but said estimated amount is to be adjusted in order that the LPA’s ultimate share of said improvement shall correspond with said percentages of actual costs when said actual costs are determined; and

WHEREAS, the Director of Transportation has approved said legislation proposing cooperation and has caused to be made plans and specifications and an estimate of cost and expense for improving the above-described highway and has transmitted copies of the same to this legislative authority; and

WHEREAS, the LPA desires the Director of Transportation to proceed with the aforesaid highway improvement.

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

Section 1. That the estimated sum of Two Hundred Ninety-Four Thousand Six Hundred Twenty-Four and 00/100 Dollars (\$294,624.00) is hereby appropriated for the improvement described above and the Fiscal Officer is hereby authorized and directed to issue an order on the treasurer for said sum upon the requisition of the Director of Transportation to pay the cost and expense of said improvement. The City hereby agrees to assume in the first instance, the share of the cost and expense over and above the amount to be paid from Federal funds.

Section 2. That the LPA hereby requests the Director of Transportation to proceed with the aforesaid highway improvement.

Section 3. That the LPA enter into a contract with the State, and that the City Manager be, and is hereby authorized to execute said contract, providing for the payment of the LPA the sum of money set forth herein above for improving the described project.

Section 4. That the LPA transmit to the Director of Transportation a fully executed copy of this Resolution.

Section 5. 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 6. 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 \_\_\_\_\_, 2023;  
\_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

This is to certify that we have compared the foregoing copy of Resolution with the original record thereof, found in the record of the proceedings of the LPA, and which Resolution was duly passed by the LPA on the \_\_\_\_\_ day of \_\_\_\_\_ 2022, and that the same is a true and correct copy of the record of said Resolution and the action of said LPA thereon.

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

PID No. 103885 - Final Resolution

**AI-9170**

**Topics of Discussion** 0.

**Council Work Session**

**Meeting Date:** 05/02/2023

2023 Water Main Replacement Program - Solicit Bids

**Submitted By:** Hanane Eisentraut

**Department:** Engineering **Division:** Engineering

**Council Committee Review?:** Council Work Session **Date(s) of Committee Review:** 05/02/2023

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

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

**Agenda Item Description or Legislation Title**

2023 Water Main Replacement Program - Solicit Bids

**Purpose and Background**

This legislation will allow the City Manager to receive bids for the 2023 Water Main Replacement Program. The design of this project is being finalized. The Water Fund will be utilized to construct this project.

**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

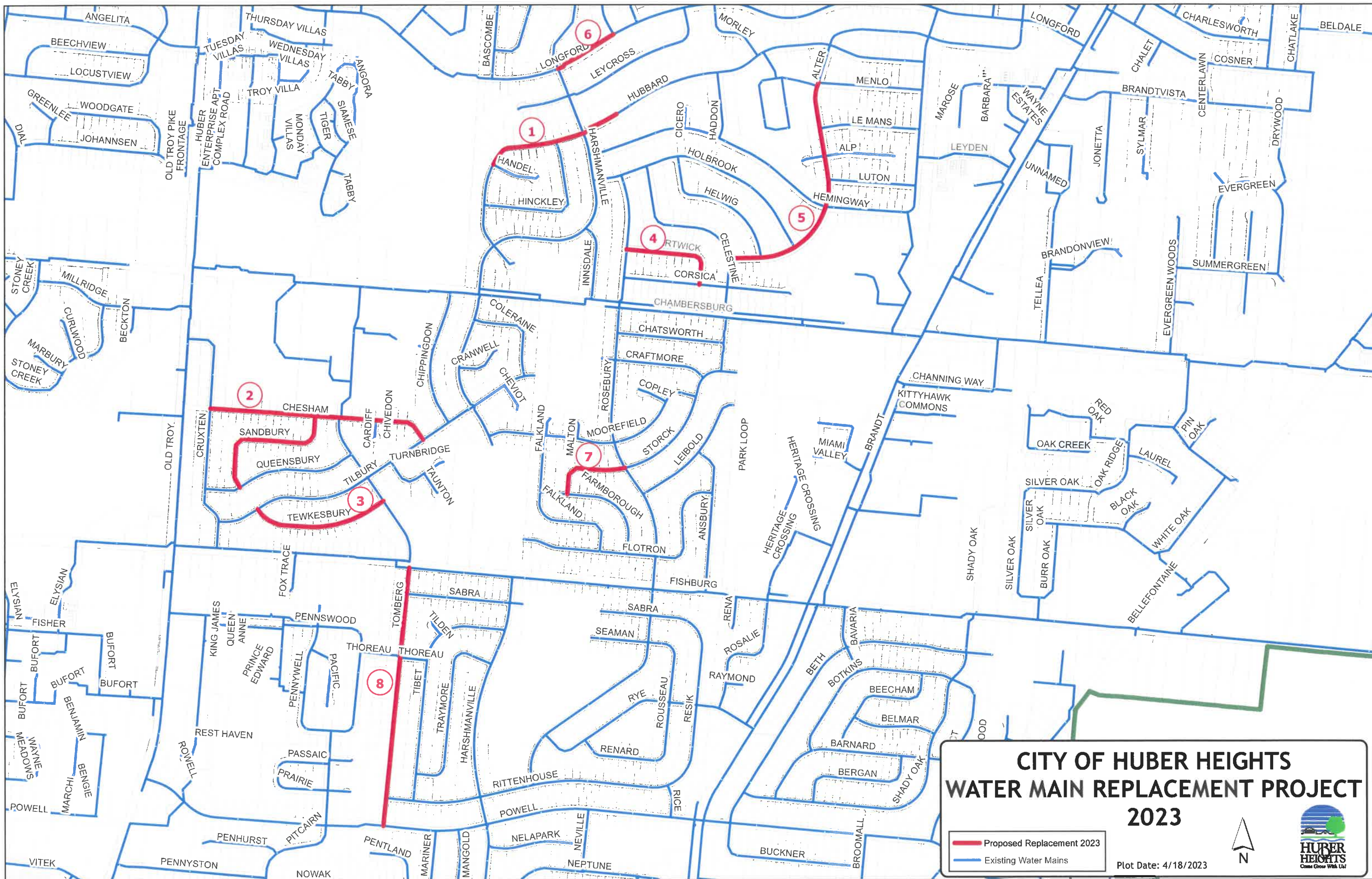
**Financial Implications:**

**Attachments**

Map

Resolution





## CITY OF HUBER HEIGHTS WATER MAIN REPLACEMENT PROJECT 2023

— Proposed Replacement 2023

— Existing Water Mains

Plot Date: 4/18/2023

CITY OF HUBER HEIGHTS  
STATE OF OHIO

RESOLUTION NO. 2023-R-

AUTHORIZING THE CITY MANAGER TO SOLICIT, ADVERTISE AND RECEIVE BIDS FROM QUALIFIED FIRMS FOR THE 2023 WATER MAIN REPLACEMENT PROGRAM.

WHEREAS, City Staff have identified water lines within the City which are in urgent need of replacement; and

WHEREAS, engineering plans, specifications and cost estimates are being finalized; and

WHEREAS, the Water Fund is available to cover the cost of this work.

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

Section 1. The City Manager is hereby authorized to solicit, advertise and receive responses from qualified firms for the construction of the 2023 Water Main Replacement Program at a cost not to exceed \$4,000,000.00.

Section 2. 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 3. 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 \_\_\_\_\_, 2023;  
\_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



**AI-9190**

**Topics of Discussion** P.

**Council Work Session**

**Meeting Date:** 05/02/2023

Case RZ BDP 22-35 - Thomas Dusa - Rezoning/Basic Development Plan - Technology Boulevard/Artz Road

**Submitted By:** Geri Hoskins

**Department:** Planning

**Division:** Planning

**Council Committee Review?:** Council Work Session

**Date(s) of Committee Review:** 01/17/2023 and 04/04/2023 and 04/20/2023 and 05/02/2023

**Audio-Visual Needs:** SmartBoard

**Emergency Legislation?:** No

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

**Agenda Item Description or Legislation Title**

Case RZ BDP 22-35 - Thomas Dusa - Rezoning/Basic Development Plan - Technology Boulevard/Artz Road

**Purpose and Background**

The applicant, Thomas Dusa, is requesting a Rezoning to Planned Industrial (PI) and a Basic Development Plan for a truck repair facility and drop lot (Case RZ BDP 22-35). The public hearing and the first reading of the ordinance to approve the Rezoning and the Basic Development Plan (see attached) were done at the April 10, 2023 City Council Meeting. At the public hearing, some issues and questions were raised by the City Council about the proposed development. The applicant was asked to work with City Staff to review and develop a revised site plan illustrating increased parking capacity and other issues based upon the discussion at the public hearing. The applicant has not done so to date. This item will be reviewed again at the April 20, 2023 Council Work Session and the applicant and City Staff will provide a more detailed update at that meeting.

**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

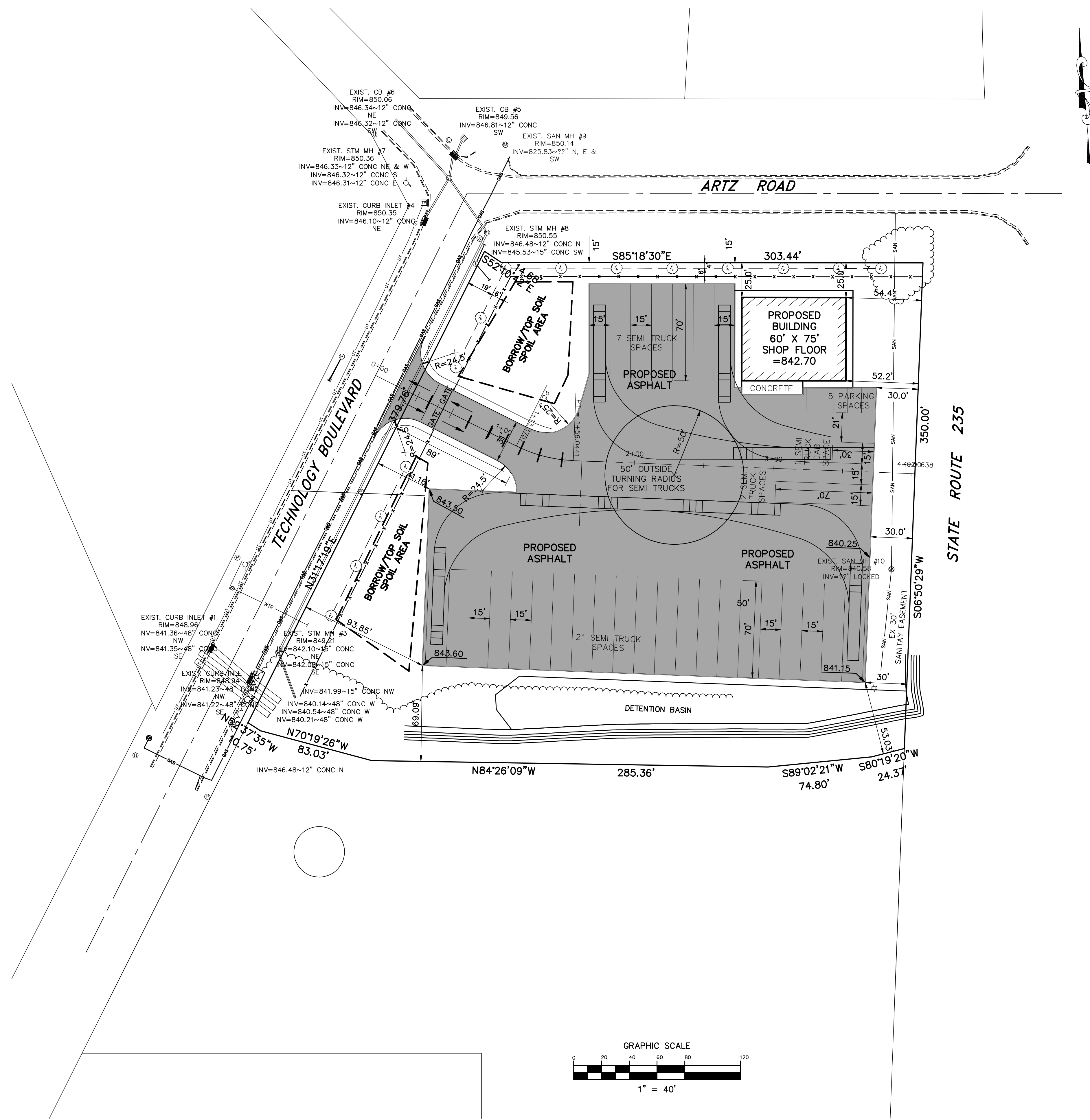
**Financial Implications:**

**Attachments**

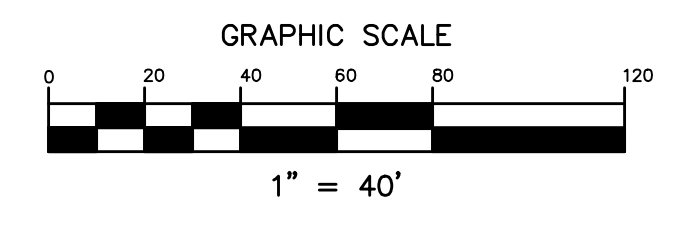
Site Plans

Business Plan

Ordinance




SYMBOL LEGEND	
⊕	STORM MANHOLE
⊕	CURB INLET CATCH BASIN
⊕	CATCH BASIN
⊕	SANITARY MANHOLE
⊕	GAS REGULATOR
☆	LIGHT POLE
⊕	POWER/TELECOM POLE W/ U/G CONNECTION(S)
⊕	POWER POLE
⊕	POWER/TELECOM POLE
⊕	STOP SIGN
⊕	TELECOM PULL BOX
⊕	WATER VALVE
⊕	FIRE HYDRANT
⊕	POLE ANCHOR



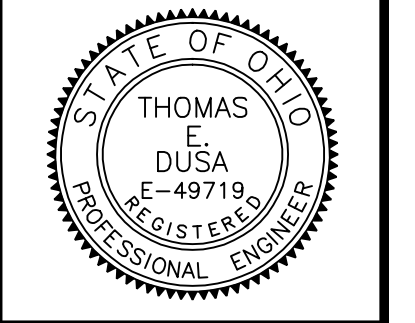
2 WORKING DAYS  
BEFORE YOU DIG  
CALL TOLL FREE  
8-1-1 OR 800-362-2764  
OHIO UTILITIES PROTECTION SERVICE  
OUPS REFERENCE NUMBERS:  
A 209 700 450 - SURVEY  
A 209 700 466 - DESIGN

PROJECT No:	DATE	REVISION
E-3428	04-14-23	
	SCALE 1" = 40'	
	DES. DES.	
	DR. JRC	
	CKD. TED	

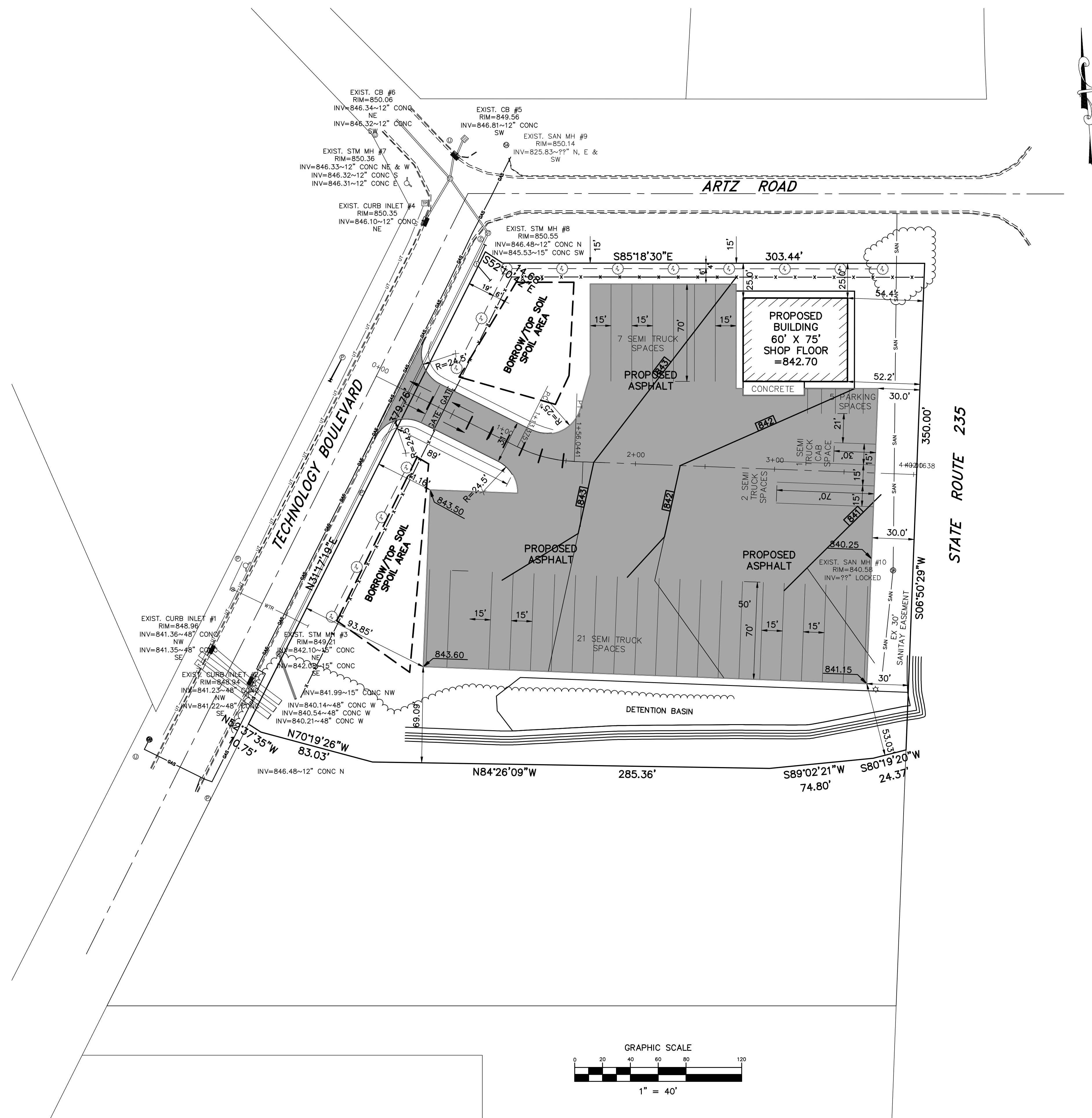
**Haley-Dusa**  
Engineering & Surveying Group, LLC  
270 Regency Ridge Drive, Suite 203  
Columbus, OH 43260  
Phone: (614) 439-4300 Fax: (614) 439-2005



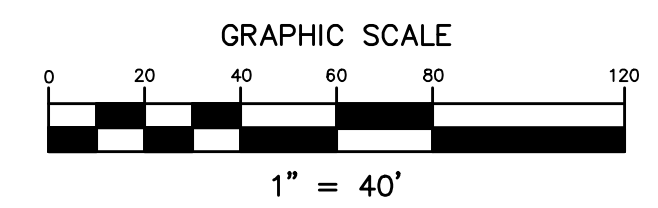
SEMI TRUCK LOT  
8080 TECHNOLOGY BOULEVARD  
CITY OF HUBER HEIGHTS  
MONTGOMERY COUNTY, OHIO  
TRUCK TURNING RADIUS EXAMPLES



SHEET NO.  
**C2A**



SYMBOL LEGEND	
⊕	STORM MANHOLE
⊞	CURB INLET CATCH BASIN
⊞	CATCH BASIN
⊕	SANITARY MANHOLE
⊕	GAS REGULATOR
☆	LIGHT POLE
⊕	POWER/TELECOM POLE W/ U/G CONNECTION(S)
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⊞	TELECOM PULL BOX
⊕	WATER VALVE
⊕	FIRE HYDRANT
⊕	POLE ANCHOR

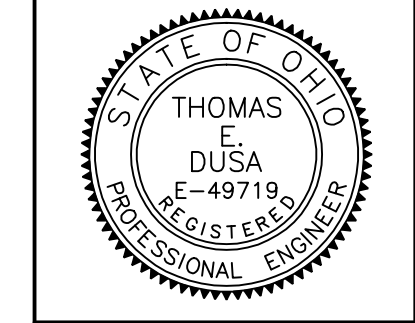


2 WORKING DAYS BEFORE YOU DIG  
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PROJECT No:	REVISION
E3428	
DATE 04-14-23	
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DR. JRC	
CKD. TED	

**Haley-Dusa**  
 Engineering & Surveying Group, LLC  
 270 Regency Ridge Drive, Suite 203  
 Dayton, OH 45424  
 Phone: (937) 439-4300 Fax: (937) 439-2005

SEMI TRUCK LOT  
 8080 TECHNOLOGY BOULEVARD  
 CITY OF HUBER HEIGHTS  
 MONTGOMERY COUNTY, OHIO  
**PRELIMINARY CIVIL SITE PLAN**



SHEET NO. **C2**





# Haley-Dusa Engineering & Surveying Group, LLC

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April 15, 2023

To: Aaron Sorrell, Interim City Planner  
Huber Heights Planning

Subject: Business Plan

Development Name: Technology Blvd. Trucking Facility

Address/Location: Southeast corner of Technology Blvd. and Artz Rd

## Business Plan:

The simple answer to the Business Plan is to generate revenue through renting space to semi-trucks. We plan to generate two kinds of rental revenue. The first is by directly renting parking space to semi-trucks, and the second is more indirect by renting (or leasing) a building and parking lot to another business that will work on semi-trucks.

The indirect rental will be on a monthly lease that will generate constant monthly revenue. This is anticipated to generate only about 15% of the monthly revenue.

The direct rental will need to cover 85% of the monthly revenue. We anticipate this can be made up of a combination of truckers needing to park their trucks as they rest to meet the requirements of their CDL license; local truckers who need a place to store their trucks while at home on down time; and occasionally the overflow truck traffic from the business on site. Initially and for security reasons, we are expecting the truckers renting space to leave the site after they have parked their trucks. They will need to find their own form of transportation to and from the site. The site is secured with a fence, gate, and cameras. All rental transactions must be under the control of the owner and/or his employees, and done while they are there.

We plan to advertise by billboard and Internet. In all advertisements it will be stressed that this is a gated place that needs to be contacted by phone or text to confirm there is room to park. We cannot control the drive-ups that show up without making contact and find out there is no space for them. We have suggested that 'NO PARKING ALONG CURB-VIOLATORS WILL BE FINED' signs are installed along Technology Blvd and Artz Rd.

Development Approach  
Zoning Change Request  
Technology Blvd/Artz Rd Site  
April 15, 2023  
Page 2

We are roughly estimating that the cost to get this business up and running could range between \$400,000 and \$500,000. We plan to use a small business loan to help with the construction, until we can get the business started and start generating revenue. Once in business our expenses will be predominately payroll, utilities, and insurance. Adding paying back the loan to this will define our monthly expenses.

Getting back to the initial statement, we plan on paying these monthly expenses by generating revenue renting space to semi-trucks. We will see how the market adjusts to our business plan. If we need to increase revenue by staying open 24-hours, we can do that. If we can increase our revenue with higher fees by letting truckers sleep in their cab, we can consider it as long as we can control security on our site.

Hopefully this answers some of your questions.

Sincerely,

A handwritten signature in cursive script that reads "Thomas E. Dusa". The signature is written in black ink and is positioned above the typed name.

Thomas E. Dusa, P.E., P.S.  
Project Engineer  
Haley-Dusa Engineering & Surveying Group

CITY OF HUBER HEIGHTS  
STATE OF OHIO

ORDINANCE NO. 2023-O-

TO APPROVE A REZONING TO PLANNED INDUSTRIAL (PI) AND BASIC DEVELOPMENT PLAN FOR THE PROPERTY LOCATED AT THE SOUTHEAST CORNER OF TECHNOLOGY BOULEVARD AND ARTZ ROAD AND FURTHER IDENTIFIED AS PARCEL NUMBER P70 03903 0007 ON THE MONTGOMERY COUNTY AUDITOR'S MAP AND ACCEPTING THE RECOMMENDATION OF THE PLANNING COMMISSION (CASE RZ BDP 22-35).

WHEREAS, the citizens of Huber Heights require the efficient and orderly planning of land uses within the City; and

WHEREAS, the City Planning Commission has reviewed Case RZ BDP 22-35 and on December 13, 2022, recommended approval by a vote of 3-0 of the Rezoning and Basic Development Plan; and

WHEREAS, the City Council has considered the issue.

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

Section 1. The application requesting approval of a Rezoning to Planned Industrial (PI) and Basic Development Plan (Case RZ BDP 22-35) is hereby approved in accordance with the Planning Commission's recommendation and following conditions:

1. The applicant shall comply with all provisions of the zoning code.
2. All parking and loading areas shall be asphalt or concrete.
3. The applicant shall submit a phasing plan for consideration by the Planning Commission as part of the Detailed Development Plan.
4. No activities including parking, storage or site improvements shall occur until a Detailed Development Plan is approved, building constructed, and a zoning certificate issued.
5. The exterior of building shall be 100 percent masonry unless otherwise approved by the Planning Commission through the Detailed Development Plan.

Section 2. 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 3. 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 \_\_\_\_\_, 2023;  
\_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**AI-9193**

**Topics of Discussion** Q.

**Council Work Session**

**Meeting Date:** 05/02/2023

ServLine Leak Protection Program

**Submitted By:** Anthony Rodgers

**Department:** City Council

**Council Committee Review?:** Council Work Session **Date(s) of Committee Review:** 05/02/2023

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

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

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**Agenda Item Description or Legislation Title**

ServLine Leak Protection Program

**Purpose and Background**

This agenda item was requested by Councilmember Richard Shaw to discuss the ServLine Leak Protection Program.

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**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:**

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**Attachments**

Service Line Repair Program

ServLine - Proposal

Service Line Warranties Program

Service Line Warranties Program - Toolkit

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# Service Line Repair Program at a Glance

HomeServe is honored to continue bringing your residents affordable home repair solutions and superior service.

## ✓ Partnership Fast Facts

As of March 2023

<b>1,320</b> TOTAL POLICIES	<b>125</b> CLAIMS SERVICED	<b>5.74%</b> HOMEOWNERS ENROLLED
<b>844</b> CUSTOMERS COVERED	<b>\$196,929</b> CUSTOMER SAVINGS	<b>4.8/5</b> CUSTOMER SATISFACTION

- **Customizable Program:** Enables customizable and collaborative marketing efforts on program offers and materials.
- **Contractor Standards:** Ensures that all work is done by local, licensed, insured contractors with the appropriate permits.
- **HomeServe Cares:** We are committed to putting people at the heart of everything we do, and that includes our corporate social responsibility. We actively support and care for People, Communities, Veterans and the Common Good, both locally and nationwide.

## HomeServe® at a Glance

- Founded in 1993 in the UK, expanding to the US in 2003
- Over 1,110 municipal, utility and association partners
- Over 4.8M customers; Over 8.5M contracts in the US
- Administers the NLC Line Warranty Program

## Contacts

Christopher Rebar, Account Manager  
Phone: 412-215-7331  
christopher.rebar@homeserveusa.com

Michael Oravitz, Account Director  
Phone: 412-290-4685  
michael.oravitz@homeserveusa.com





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# PROPOSAL

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## SERVLINE UTILITIES PROTECTION

*We pay for high water bills caused by customer leaks*

HOMESERVE USA  
7134 Lee Highway, Chattanooga, TN 37421  
1 (866) 974-4801, info@servline.com, www.servline.com

Prepared For

### CITY OF HUBER HEIGHTS

6131 Taylorsville Road  
Huber Heights, OH 45424

Proposal Issued: March 22, 2023

Proposal Valid:  
30 Days from Issue Date

*This proposal shows the premiums for the general coverage described, but in no way changes or affects any terms, conditions or exclusions of policies as actually issued. Premiums shown are based on information furnished to the company. Insurance for the ServLine program is issued to utilities and placed through HomeServe USA Repair Management Corp. (HSRM), a licensed insurance agency. In California, HSRM does business as HomeServe NA Insurance Services (California License # 0F79326). ServLine is a registered trademark.*

# EXECUTIVE SUMMARY – UTILITY & COMMUNITY PROTECTION

## CITY OF HUBER HEIGHTS

We understand that you are tirelessly working to improve and supply the best overall product while also often thanklessly striving to offer excellent customer service.

## DESPITE ALL YOUR EFFORT – CUSTOMER LEAKS STILL CAUSE

- Financial Strain
  - Administrative *and* Customer Burden
  - Issues to Undermine Public Perception
- 

## MEET SERVLIN BY HOMESERVE

ServLine is a full-service customer leak solution. We pay for high water bills caused by customer leaks by insuring the Utility. More specifically, by insuring the Leak Protection Program and then administering it on your behalf.

- Financial Assistance
- Administrative Support & Customer Relief
- Public Relations Credibility



# PROTECTION PLANS PRICING SNAPSHOT

## LEAK PROTECTION PLANS PRICING

### WATER LEAK PROTECTION

Limit	Residential	Commercial Single-Occupancy	Commercial Multiple-Occupancy
\$500	\$ 1.15	\$ 3.25	\$ 6.50
\$1,000	\$ 1.40	\$ 3.85	\$ 7.70
\$2,500	\$ 1.60	\$ 4.50	\$ 9.00

### SEWER LEAK PROTECTION

Limit	Residential	Commercial Single-Occupancy	Commercial Multiple-Occupancy
\$500	\$ 1.15	\$ 3.25	\$ 6.50
\$1,000	\$ 1.40	\$ 3.85	\$ 7.70
\$2,500	\$ 1.60	\$ 4.50	\$ 9.00

### WATER & SEWER LEAK PROTECTION COMBINED RATES

Limit	Residential	Commercial Single-Occupancy	Commercial Multiple-Occupancy
\$500	\$ 2.00	\$ 5.50	\$ 11.00
\$1,000	\$ 2.40	\$ 6.55	\$ 13.10
\$2,500	\$ 2.75	\$ 7.65	\$ 15.30

### FOR COMPARISON ONLY NATIONAL WATER LEAK RATE

Limit	Residential	Commercial Single-Occ.	Commercial Multiple-Occ.
\$500	\$ 1.30	\$ 3.60	\$ 7.20
\$1,000	\$ 1.55	\$ 4.30	\$ 8.60

The National water leak rate is an average rate given to a utility which has neither a Leak Adjustment Policy nor Leak Adjustment Data. These rates are provided as a courtesy that you may see the impact of your data in the rates provided in the section above and as detailed in this proposal throughout.





# PROGRAM COMPARISON SIDE BY SIDE – LAP & LPP

## COMPARISON TERMS

- LAP: Leak Adjustment Policy
- LPP: Leak Protection Program
- Frequency: Determined by the number of times an adjustment can be filed in a given time
- Qualifications: Determined by whether or not there is a limit that must be met prior to allowing for an adjustment
- Benefits are reflective of your current Leak Adjustment Policy & data
- Benefits are determined by how customer leaks are being adjusted. Unprovided benefits will not be covered

### CITY OF HUBER HEIGHTS – CURRENT LAP

### SERVLIN LEAK PROTECTION PROGRAM (LPP)

#### BENEFIT FREQUENCY

1 Occurrence/12-month  
1 Billing cycle allowed per occurrence  
Case by case basis  
50% adjusted if approved

#### BENEFIT FREQUENCY

1 Occurrence/ 12-month  
2 Billing cycles allowed per occurrence  
*Ex. 1 billing cycle (month bill), 2 billing cycles (months)*

#### BENEFIT QUALIFIER

Case by case basis

#### BENEFIT QUALIFIER

2X Average Bill

#### ADDITIONAL COVERED BENEFITS

No additional covered benefits

#### ADDITIONAL COVERED BENEFITS

Dripping/ Leaking Faucets  
Running Toilets/ Commodes



# PROPOSED SAMPLE LEAK PROTECTION PROGRAM POLICY (LPP)

## CITY OF HUBER HEIGHTS

### PROPOSED SAMPLE LEAK PROTECTION PROGRAM POLICY

City of Huber Heights is changing our Leak Adjustment Policy effective DATE 1, 2023.  
The following are qualifications for leak adjustments for the City of Huber Heights:

1. It is the customer's responsibility to keep his plumbing system in good working order.
2. No customer shall receive more than one (1) leak adjustment that could incorporate a maximum of two (2) billing cycles during any twelve (12) month period.
3. To qualify for a leak adjustment, the eligible plumbing leak must generate a minimum additional charge of at least two (2) times the average of the past twelve (12) months' bills.
4. Adjustments on water bills will NOT be made on the following:
  - a. Residential Customers who do not have their own water meter.
  - b. *Commercial or Industrial Customers. (OPTIONAL)*
  - c. Premises left or abandoned without reasonable care for the plumbing system.
  - d. Leaks on irrigation systems or irrigation lines, leaks in water features such as fountains, etc., leaks on any water lines coming off the primary water service line, plumbing leaks in any structure other than the primary residence.
  - e. Negligent acts such as leaving water running.
  - f. Excess water charges not directly resulting from a qualifying plumbing leak.
  - g. Filling of swimming pools or leaks in swimming pools.
  - h. Watering of lawns or gardens.
  - i. *Master-metered multi-habitational accounts. (OPTIONAL)*
5. In the event of a qualifying leak adjustment, the customer will be responsible for paying their average bill. The average bill will be calculated using the previous twelve (12) months' bills, excluding the high bills pertaining to the qualifying leak. The leak adjustment amount will be reimbursed up to City of Huber Heights' chosen protection limit less the customer's average bill.
6. The City of Huber Heights shall not be obligated to make adjustments of any bills not submitted for adjustment within ninety (90) days from the billing date.
7. Customers must present proof that a leak has been repaired before an adjustment will be made. (i.e., copy of invoice for materials or bill from plumber)
8. In any case where a customer might incur a leak before there is three (3) months of average usage, an adjustment will not be made until they have established three (3) months of average usage.
9. Any enrolled customer may decline to participate in our ServLine Leak Protection Program by calling Phone Number. Any customer declining to participate in the program will be responsible for the full amount of their water bill with no adjustments being made. Our new City of Huber Heights ServLine Program is the only way qualifying leak adjustments will be made for leaks occurring after DATE 1, 2023.





## LEAK PROTECTION PROGRAM

*Imagine what you could do if you were paid for every customer's high water bill – and no longer had to manage their frustration over having to pay for it.*



# WATER LEAK PROTECTION

Limit of Protection	Residential Rate	Commercial Rate Single-Occupancy	Commercial Rate Multiple-Occupancy
\$500 (Per Occurrence)	\$ 1.15	\$ 3.25	\$ 6.50
\$1,000 (Per Occurrence)	\$ 1.40	\$ 3.85	\$ 7.70
\$2,500 (Per Occurrence)	\$ 1.60	\$ 4.50	\$ 9.00

Deductible  
Reporting Conditions  
Reporting & Adjustment Period

Waived  
Customer Schedule  
Monthly

## Special Terms and Conditions

- Coverage will be designed to reflect City of Huber Heights' Leak Protection Guidelines and eligibility established with ServLine.
- Master Metered Habitational (Residential Only) \$2.50 per unit
  - Limit Applies to Property Only and does not apply to units directly.
- Charges will be applied to the customers' utility bill.
- Limit of protection to be selected by the Utility.

*Note: 10% Discount on rates if the above coverages are offered by electing to include in your base rate rather than on the utility bill.*



# SEWER LEAK PROTECTION

Limit of Protection	Residential Rate	Commercial Rate Single-Occupancy	Commercial Rate Multiple-Occupancy
\$500 (Per Occurrence)	\$ 1.15	\$ 3.25	\$ 6.50
\$1,000 (Per Occurrence)	\$ 1.40	\$ 3.85	\$ 7.70
\$2,500 (Per Occurrence)	\$ 1.60	\$ 4.50	\$ 9.00

Deductible  
Reporting Conditions  
Reporting & Adjustment Period

Waived  
Customer Schedule  
Monthly

## Special Terms and Conditions

- Coverage will be designed to reflect City of Huber Heights' Leak Protection Guidelines and eligibility established with ServLine.
- Master Metered Habitational (Residential Only) \$2.50 per unit
  - Limit Applies to Property Only and does not apply to units directly.
- Charges will be applied to the customers' utility bill.
- Limit of protection to be selected by the Utility.

*Note: 10% Discount on rates if the above coverages are offered by electing to include in your base rate rather than on the utility bill.*



# WATER & SEWER LEAK PROTECTION COMBINED

Limit of Protection	Residential Rate	Commercial Rate Single-Occupancy	Commercial Rate Multiple-Occupancy
\$500 (Per Occurrence)	\$ 2.00	\$ 5.50	\$ 11.00
\$1,000 (Per Occurrence)	\$ 2.40	\$ 6.55	\$ 13.10
\$2,500 (Per Occurrence)	\$ 2.75	\$ 7.65	\$ 15.30

Deductible	Waived
Reporting Conditions	Customer Schedule
Reporting & Adjustment Period	Monthly

### Special Terms and Conditions

- Coverage will be designed to reflect City of Huber Heights' Leak Protection Guidelines and eligibility established with ServLine.
- Master Metered Habitational (Residential Only) \$5.00 per unit
  - Limit Applies to Property Only and does not apply to units directly.
- Charges will be applied to the customers' utility bill.
- Limit of protection to be selected by the Utility.

*Note: 10% Discount on rates if the above coverages are offered by electing to include in your base rate rather than on the utility bill.*





## APPENDIX



## LEAK PROTECTION PROGRAM DEFINITIONS

- **Water Leak Protection**  
Water Leak Protection covers excess water bills caused by a qualifying leak on the customer's side of the meter/point of responsibility. Developed in cooperation with ServLine and set according to the Utility's newly established Leak Protection Guidelines.
- **Sewer Leak Protection**  
Sewer Leak Protection covers excess sewer bills in the event of a qualifying leak at the customer's point of responsibility. Developed in cooperation with ServLine and set according to the Utility's newly established Leak Protection Guidelines.
- **Residential**  
Residential is defined as 2" meters or less with a single residential unit occupied as a residency. A qualifying unit must have a single meter to which it can be accounted for independently.
- **Commercial**  
Commercial is defined as 2" meters or less with business or agricultural occupancy excluding master-metered habitational. A qualifying unit must have a single meter to which it can be accounted for independently.  
Single Occupancy - Building has one business occupying space.  
Multiple Occupancy - Building has more than one business occupying space.
- **Master-Metered Habitational**  
Multi-Unit residential property with a master-meter measuring usage for all units.
- **Farms**  
**Residential Farm:** Any farm that is a hobby or that does not derive additional income. There is no Agriculture meter or separate metered structures on the property and meets residential definition of the insurance company.  
  
**Commercial Farm:** Any Farm that has an Agriculture meter/meter that services barns, cattle troughs, or other structures. Any Farm who derives income from the activities of the farm.
- **Rates w/ Data**  
The rates furnished in this Proposal are determined by the data you have provided. It is mutually understood that the data produced, along with your explanation of how to interpret what is included in your data is done so in good faith and is complete and true to the best of your knowledge. All other factors have been determined in partnership with ServLine.
- **Leak Protection Program**  
The ServLine Leak Protection Program enhances your current Leak Adjustment Policy and acts as a superseding document which will overlay your existing policy with the given enhancements. All qualifying customer leaks would adhere first to your ServLine Leak Protection Program and then would be addressed by your existing Leak Adjustment Policy. As a recommendation - Your Leak Adjustment Policy would be updated to address unqualifying leaks rather than qualifying customers who choose to decline protection.





# SUMMARY FOR LEAK PROTECTION PROGRAM

## BILLING

Agency Monthly Reporting

## PROJECT SCOPE & PROCESS

- Approval of ServLine
- Program Implementation
- Utility Staff Training
- Announcement Materials
- Setup and Integration
- ServLine Administers Leak Protection Program
- ServLine Handles Claims, Payments and Customer Service

## TERMS AND CONDITIONS

Terms and conditions outlined in the quote may differ from the specifications submitted; please review the specific coverage part for details on coverage and exclusions.

Average claims payment is between 10 - 20 Days.  
Claims volume is due to change with seasons or other unforeseen events.  
Pricing does not include taxes.

Reports & Premium due by the 15th of the month following a reporting period.  
Example: Participating customers for month of January would be due no later than February 15th.  
Premium payments include all participating customers and are not dependent on customer payment to the utility nor pending claims payments.

*This quote is valid for thirty (30) days from the date of this letter.  
All rates are per participating customer per month.*

## THANK YOU

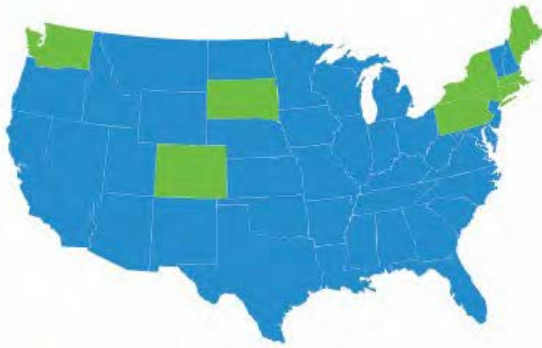
Thank you for your interest in becoming a valuable client of ServLine. We exist to make your Utility stronger and help you achieve your goals. One of our chief goals is to serve you and to earn the privilege of being one of your favorite service providers. The ServLine team is always looking to establish long-term meaningful relationships with the opportunity to serve your Utility and your customers with integrity and excellence.

## DISCLAIMER

This proposal shows the premiums for the general coverage described, but in no way changes or affects any terms, conditions or exclusions of policies as actually issued. Premiums shown are based on information furnished to the company.



## CLIENTS & PARTNERS

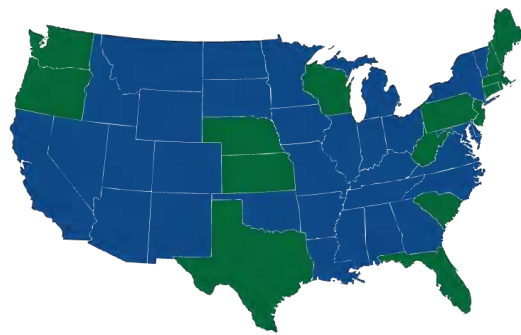


● *Active & Interested Utilities*

## ASSOCIATION PARTNERS INCLUDE

National Rural Water Association (NRWA), Tennessee Association of Utility Districts (TAUD), Georgia Rural Water Association (GRWA), North Carolina Rural Water Association (NCRWA), Alabama Rural Water Association (ARWA), Alliance of Indiana Rural Water Association (AIRWA), Illinois Rural Water Association (IRWA), Iowa Rural Water Association (IRWA), Rural Water Association of Arizona (RWAA), Arkansas Rural Water Association (ARWA), California Rural Water Association (CRWA), Michigan Rural Water Association (MRWA), Delaware Rural Water Association (DRWA), Kentucky Rural Water Association (KRWA), Maryland Rural Water Association (MRWA), New Mexico Rural Water Association (NMRWA), Mississippi Rural Water Association (MRWA), Ohio Rural Water Association (ORWA), Virginia Rural Water Association (VRWA), Rural Water Association of Utah (RWAU), Idaho Rural Water Association (IRWA), New York Rural Water Association (NYRWA), (Nevada Rural Water Association (NvRWA), Montana Rural Water Systems (MRWS), Louisiana Rural Water Association (LRWA).

● *Active Rural Water Association Partner*



## INSURANCE PROVIDERS INCLUDE

Hanover Insurance Company, Virginia Surety Company, Inc.



# THANK YOU



# Quick Start Guide

Service Line Warranties Program



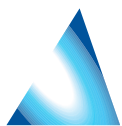
## Why Did You Do This Program?

Many residents are not aware that buried water or sewer lines on their property are their responsibility. A broken or blocked water or sewer line can cost thousands of dollars to repair or replace and many times residents are not prepared for this unexpected expense. Service Line Warranties of America (SLWA) not only works to educate residents but also provides a solution.



## Why Did You Partner With A 3rd Party?

SLWA has been recognized as the trusted source of utility line plans endorsed by the National League of Cities (NLC). Many Cities today are using public/private partnerships and they have been successful in keeping taxes low and providing cost-effective services to citizens. Most citizens enjoy the benefits of public/private partnerships—whether through branding at a sporting event in a city owned facility or City parks and other entertainment venues with naming rights, public/private partnerships provide revenue that would otherwise be borne by the citizens. Partnering with SLWA allows the City to have oversight of the program and ensure benefits for its constituents.



## Why Are You Using The City/Utility Logo?

SLWA's partnership agreement with the City allows the company to use the logos in communications to indicate that there is a formal relationship in place and to let residents know that the offering is legitimate. All of the mailings SLWA sends to residents are first reviewed and approved by the City. All SLWA materials clearly state that the services the company offers are voluntary and that they are offered by SLWA, a private company that is separate from the City.



## Can't This Company Just Market On Their Own?

Unfortunately, the participation from customers is much lower without the trust instilled by the City's brand. The City brand also conveys that the City is involved, overseeing the program, and choosing a provider who will serve their residents best. SLWA would likely not market by itself.



## Do Residents Really Need This Coverage?

It is difficult to determine when a pipe may fail, with key contributors being the type of piping material, age of the service pipe, soil conditions and installation quality. The median age of homes in the U.S. is 36 years, and can be much higher in various parts of the country, which means many service pipes are functioning on borrowed time. Water line repairs can be costly—a replacement averages \$2,500 nationally\* - but the modest cost of an SLWA service plan is optional and up to the homeowner to decide based on their personal circumstances.

\*Estimate based on national average repair costs, January 2016.

For more information call **1-844-257-8795** or go to **www.slwofa.com**



# City of Huber Heights

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## Partner Toolkit



Updated 03-27-23

## 1. Press Release – Sample, customize as needed

### Service Line Protection Available for City of Huber Heights Homeowners

{{PROJECT\_CAMPAIN\_CONTACT\_City of Huber Heights}}, Ohio – {{Today}} - The City of Huber Heights has partnered with Service Line Warranties of America (SLWA) to offer protection to city homeowners for the water and sewer service lines that connect their homes to the city's systems. The coverage is voluntary and available at affordable monthly prices. Founded in 2003, SLWA has partnered with nearly 1,100 leading cities and municipalities in the U.S. to provide repair service plans that offer homeowners peace of mind and convenience.

"Many homeowners do not know that damage to the service lines on their property is their responsibility to repair," said <City Representative Name, Title>. "In the event of a service line repair emergency, the homeowner is responsible for scheduling the repair and covering the associated cost. As City of Huber Heights homes age along with the infrastructure serving them, SLWA repair plans provide homeowners with an optional solution so they can be prepared for this type of unexpected repair."

The SLWA Service Line Warranty Program protects against repairs needed to pipes on homeowners' property. Repairs to these pipes are not covered by basic homeowners' insurance or by the City of Huber Heights. If a customer's service line needs repair, a simple call to the SLWA 24-hour hotline will dispatch a local, licensed contractor familiar with local code. There are no service fees or deductibles.

This program is voluntary for homeowners, provided at no cost to the City of Huber Heights and no public funds are used to promote or administer the program.

"Our service plans not only cover the cost of the repair; they also provide homeowners with reputable, local contractors who will do the best possible job," said Tom Rusin, Global CEO of SLWA parent HomeServe Membership. "We're thrilled to be partnering with the City of Huber Heights and look forward to the opportunity to provide City of Huber Heights homeowners with the assistance they need when faced with a home repair emergency."

SLWA has been recognized as the nation's largest and most trusted source of utility line plans endorsed by the National League of Cities. The company is committed to delivering an excellent customer service experience and maintaining an A+ accredited rating with the Better Business Bureau. For questions about this service, or to enroll, please contact SLWA at 866-922-9006 or visit [www.slwofa.com](http://www.slwofa.com).

#### **About Service Line Warranties of America**

Service Line Warranties of America (SLWA) is part of HomeServe USA Corp (HomeServe), a leading provider of home repair solutions serving over 4.5 million customers across the US and Canada. Founded in 2003, SLWA is the trusted source of utility line protection programs endorsed by the National League of Cities. Together with HomeServe, SLWA is dedicated to supplying best-in-class repair plans and delivering superior customer service to consumers through over 1,100 leading city, municipal and utility partners.

#### **MEDIA CONTACT (partner contacts should also be included):**

Myles Meehan  
HomeServe USA  
Phone: 203-356-4259  
Email: [Myles.Meehan@homeserveusa.com](mailto:Myles.Meehan@homeserveusa.com)

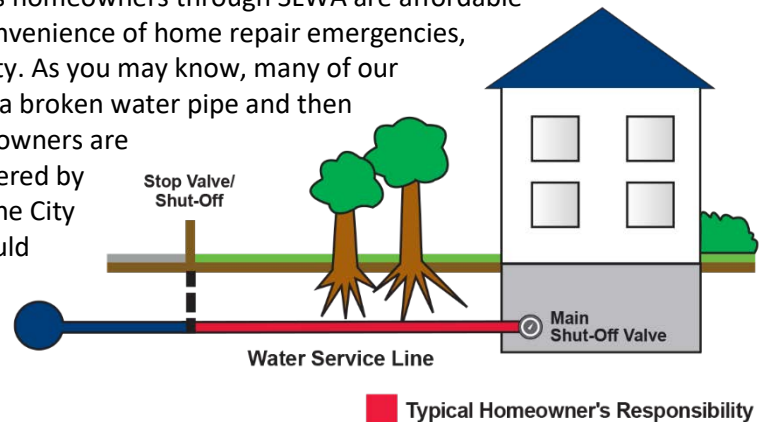
Claire Deneen  
Hill+Knowlton Strategies for HomeServe USA  
Phone: 312-255-3134  
Email: [homeserve@hkstrategies.com](mailto:homeserve@hkstrategies.com)

## 2. Internal Newsletter Article for Partner Employees – Adjust content as needed

### The City of Huber Heights to offer residents service line protection

We are pleased to announce a program to further enhance our city services to residents. We have entered into an agreement with Service Line Warranties of America (SLWA), a HomeServe Company - a leading provider of home repair solutions - to provide optional repair service plans to our resident homeowners.

The service plans offered to City of Huber Heights homeowners through SLWA are affordable solutions to protect them from the cost and inconvenience of home repair emergencies, including water service line leaks on their property. As you may know, many of our residents become frustrated when they discover a broken water pipe and then learn that the repair is their responsibility. Homeowners are often unaware these types of repairs are not covered by basic homeowners' insurance policies or by us. The City of Huber Heights recognized that one way we could address this problem is to offer an optional service program that would protect our homeowners from the cost and inconvenience of this type of repair.



The City of Huber Heights and SLWA have worked together to tailor the program to meet the needs of our residents. The marketing, customer service and repairs, using local, licensed, and approved contractors, will be managed entirely by SLWA.

### What you need to know

- Over the next week, City of Huber Heights residents will receive an introductory mailing to inform them about optional exterior water or sewer service line repair plans available through SLWA. Because we have an agreement with SLWA, the City of Huber Heights logo will appear on the mailings, which will clearly state that the program is voluntary and is administered by SLWA, not the city.
- The Exterior Water Service Line Coverage is available for \$4.83\* per month, while the Exterior Sewer/Septic Line Coverage plan is available for \$6.83\* per month. Services are billed monthly, quarterly, or annually directly through SLWA.
- SLWA plan holders have access to a repair hotline that is accessible 24 hours a day, 365 days a year, and repairs are performed by local, licensed, and insured contractors.
- City of Huber Heights homeowners can learn more about these optional plans and SLWA by visiting [www.slwofa.com](http://www.slwofa.com) or calling toll-free 1-866-922-9006.
- Founded in 2003, Service Line Warranties of America, together with its parent company, HomeServe, has partnered with more than 1,100 leading cities, municipalities, and utilities to provide repair service plans that offer peace of mind and convenience. The SLWA program maintains an A+ rating with the Better Business Bureau and is recognized as a trusted source of utility line service plans and endorsed by the National League of Cities.

*\*Prices used as an example; for city prices please check the <https://www.slwofa.com/> website*



### 3. Talking Points & FAQs Summary – Adjust as needed

#### Service Line Warranties of America (SLWA) Talking Points

##### **Plans Available in the City of Huber Heights:**

- Exterior Water Service Line coverage - \$4.83/month\*
- Exterior Sewer/Septic Line coverage - \$6.83/month\*

**\*Prices used as an example; for city prices please check the <https://www.slwofa.com/> website**

##### **Benefits:**

- **Residents Benefit:** Residents learn about their responsibilities with the water and sewer lines that service their homes.
- **Common and Expensive Problem:** Water and sewer line problems are common and expensive. Repairs to lines on homeowners' property are typically not covered by basic homeowners' insurance or by the City of Huber Heights and can be quite expensive.
- **Peace of Mind:** Coverage through SLWA offers City of Huber Heights homeowners' peace of mind. SLWA is available 24 hours a day, 7 days a week, 365 days a year, including holidays. Repairs are given the highest priority and local, licensed, and approved contractors are dispatched to customers' homes to make the necessary covered repairs — all with no callout fees or deductibles.
- **Trusted Partner:** The City of Huber Heights has partnered with SLWA. SLWA and its parent company, HomeServe USA, offer a program that is used by more than 1,100 cities, municipalities, and utilities across the US. SLWA has been in business since 2003 and is accredited by the Better Business Bureau with an A+ rating. SLWA and HomeServe provide service to more than 4.5 million homeowners and has performed more than 1.7 million repairs for customers over the last 3 years and received high ratings from customers receiving service.

##### **Key Contact information**

- SLWA toll-free phone number: 1-866-922-9006
- SLWA website for more information: [www.slwofa.com](http://www.slwofa.com)

##### **Frequently Asked Questions and Objections:**

###### **What is the relationship between SLWA and the City of Huber Heights?**

Each agreement with a utility or municipality is a little different and is tailored to meet the needs of the community. The partnership allows Service Line Warranties of America (SLWA) to offer customers competitive monthly fees on available services to residents. Importantly, the decision by residents about whether to sign up for a SLWA service plan is completely optional.

###### **Why did the City of Huber Heights partner with SLWA?**

The National League of Cities (NLC) has recognized and endorsed SLWA as the nation's largest and most trusted source of utility line service plans. An objective of the SLWA program is education because many residents are



not aware that buried water and sewer lines on their property are their responsibility to maintain. A broken or blocked service line on the property can cost thousands of dollars to repair or replace and many times residents are unprepared for this unexpected expense. The city's program with SLWA not only educates residents but also provides a solution for residents that is entirely optional.

### **How common are utility line breakages and what are the common repair costs?**

Each year, SLWA, together with its parent company HomeServe, performs tens of thousands of water and sewer service line repairs for customers nationwide. It is very difficult to determine when a pipe may fail, with key contributors being the type of piping material, age of the service pipe, soil conditions and installation quality. Water line repairs can be costly – a replacement averages \$2,500 nationally. With the modest cost of SLWA's service plan, homeowners would still see financial benefit if the service line didn't break for another few decades versus saving the monthly fee at current rates.

### **Doesn't my homeowner's insurance already cover these repairs?**

Typically, no. Most homeowners are surprised to learn that they are responsible for the repair and replacement of broken or leaking utility lines on their property. While most basic homeowners' policies will pay to repair the damage created by failed utility lines, they typically do not cover the cost of the repair of the line itself. SLWA encourages residents to call their insurance company to determine their actual coverage.

### **But isn't this the same as homeowners' insurance?**

You should contact your home insurance company to find out what is provided with your coverage. Some insurance companies do offer upgrade coverage for the water and sewer lines by adding a rider or endorsement to the existing base homeowner's policy. These insurance riders come with deductibles that typically range from \$500-\$1,100.

The SLWA plan offered to our residents has a zero deductible. If a homeowner has a single claim in a year under the homeowners insurance rider, they will pay substantially more than paid with a no deductible SLWA plan. Another benefit of the SLWA plan offered to our residents is that SLWA takes the challenge out of finding a contractor to do the work. With a claim under an insurance rider, the homeowner is responsible for finding a qualified and trustworthy contractor to complete the repair, pay them and wait for reimbursement. With an SLWA plan, a vetted local contractor from the SLWA network will come and make repairs. This, along with the fact that SLWA pays the contractor directly, takes a lot of the inconvenience and cost out of a home emergency repair.

### **Why does SLWA use the City of Huber Heights 's logo in its marketing materials?**

The City of Huber Heights 's agreement with SLWA allows the company to use the City's logo in communications to indicate that there is a formal relationship in place and to let residents know that the offering is legitimate, it is for the residents' benefit and has the approval of the city. All the mailings SLWA sends to City of Huber Heights residents are first reviewed and approved by the city prior to use.

SLWA is committed to transparency in all of its communications. All SLWA materials clearly state that the services the company offers are voluntary and that they are offered by SLWA, a private company that is separate from the city.

### **Isn't it unethical/unseemly for cities to partner with a private entity?**

It is not a new idea for the public and private sectors to work together; it is about bringing City of Huber Heights residents a solution to a real problem facing homeowners across the country. SLWA brings the best of the private sector, including efficiency and expertise, to relieve the burden on homeowners facing expensive repairs. At the same time, SLWA supports communities by helping us, as local decision-makers, tackle the problem of making sure all of our community's water and sewer infrastructure is maintained. It is good practice to bring together the best of what public and private entities have to offer.

### **Does this take business away from local plumbers?**

No. Repairs under the program are provided through plumbers in our community, some that you may already be familiar with. Also, contractors are welcome to apply to join the SLWA network, provided that they are licensed, insured, doing work up to our codes and provide excellent customer service.

***\*Prices used as an example; for city prices please check the <https://www.slwofa.com/> website***

#### 4. Launch Blog Post

### **City of Huber Heights signs partnership with Service Line Warranties of America to make available optional water and sewer line service plans**

We want to make sure all residents are aware of a partnership the City of Huber Heights has with Service Line Warranties of America (SLWA) to offer protection to city homeowners for the water and sewer service lines that connect their homes to the city's systems. Many homeowners are unaware that repairs and replacements to these lines are their responsibility and are not covered by basic homeowners' insurance or by the city.

You will soon receive a letter in the mail with all the details about the available plans. While the letter will be from SLWA, the city's logo will be on the letter to show that a formal partnership is in place. We are providing this information to limit any confusion. There is no cost to the city in offering the voluntary coverage plan to homeowners.

It is crucial for residents to understand that the coverage plans are completely voluntary. You do not need to sign up for a plan, but we are making them available because they are a good option for many homeowners who are concerned about the costs associated with an unexpected home repair that can run into the thousands of dollars.

If a customer's service line needs repair, a quick call to the SLWA 24-hour hotline will dispatch a local, licensed contractor familiar with local code. There are no service fees or deductibles.

We encourage you to review the plan details thoroughly. You may also want to check on whether similar coverage is available through your homeowner's insurance. One significant difference between the SLWA plans and the typical homeowner's insurance option is that insurance plans usually require a deductible, while the SLWA plans carry no deductible.

Founded in 2003, SLWA has partnered with nearly 700 leading cities and municipalities in the US to provide repair service plans that offer homeowners peace of mind and convenience. SLWA's program is endorsed by the National League of Cities and the company has an A+ rating with the Better Business Bureau. For questions about this service, or to enroll, please contact SLWA at 866-922-9006 or visit [www.slwofa.com](http://www.slwofa.com).

## 5. Social Media Posts

### Twitter – Pre-mailing launch example tweets

- We want to make sure you have all the information you need about #City of Huber Heights participation in the Service Line Warranties of America program. The water and sewer line service plans are completely optional and are offered at no cost to the city. Details are here: <https://www.slwofa.com/>
- A partnership with #City of Huber Heights and Service Line Warranties of America offers insurance to homeowners for water and sewer lines. Optional to sign up and does not cost the city to participate. Learn more: <https://www.slwofa.com/>
- We are working with Service Line Warranties of America to offer OPTIONAL service repair plans that protect against common home repairs. These plans are for the benefit of homeowners and residents should do their research to see if a plan is right for them: <https://www.slwofa.com/>
- The City of Huber Heights selected Service Line Warranties of America to offer an optional protection plan for exterior water, sewer, and septic lines. Staff and the City of Huber Heights Council determined that SLWA offers quality coverage and customer service. More at <https://www.slwofa.com/>

### Twitter – Mailing example tweets

- City of Huber Heights utility customers should have received [will soon receive] a letter from Service Line Warranties of America in the mail. This is a legitimate partnership with City of Huber Heights and the plans to protect water & sewer lines are completely optional. Find out more: <https://www.slwofa.com/>
- The Service Line Warranties of America letters are arriving this week to City of Huber Heights utility customers. Learn more at: <https://www.slwofa.com/>
- A letter went out to residents last week from Service Line Warranties of America with information on optional insurance coverage for water and sewer service lines. This is part of a partnership the City of Huber Heights has with SLWA. All of the details are here: <https://www.slwofa.com/>

### Facebook - Launch

City of Huber Heights residents are often unaware they are responsible for repairs to the water and sewer lines on their properties. We are working with Service Line Warranties of America to make available to homeowners' OPTIONAL service repair plans. The program is run by Service Line Warranties of America and can be part of a financial planning strategy to prepare for emergency home repairs. Take time to learn more: <https://www.slwofa.com/>

### Facebook - Mailing

City of Huber Heights homeowners will soon receive a letter in their mailboxes with all the details about optional water and sewer line service coverage that is available through Service Line Warranties of America. Repairs and replacement to these lines are a homeowner's responsibility. The mailing is legitimate and will have the city's

logo on it to show that there is a partnership in place with SLWA. The plans are optional, the program is run by SLWA, and it does not cost the city anything to participate.

## City of Huber Heights Celebrates # -Year Anniversary of Partnership with SLWA

### ***Over # Residents Now Benefit from Service Line Protection Program OR Saved \$\$ in Repair Expenses***

**City of Huber Heights**, {{PROJECT\_BILLING\_STATE \_PROVINCE}} – Month Day, Year - # years ago, the city of Huber Heights began a program with Service Line Warranties of America (SLWA). Through the program, city of Huber Heights residents have the option to sign up for service plans to protect their homes against the cost and inconvenience of emergency repairs to exterior water and sewer lines on their property as well as in-home plumbing.

Since the program began in MONTH, YEAR, # City of Huber Heights residents have signed up for an optional SLWA service plan, with many signing up for multiple plans. Over the past year, SLWA [Option #1: helped over # City of Huber Heights residents with repairs that were all] [Option #2: saved City of Huber Heights residents \$\$ in repair expenses all] completed with the help of qualified, local contractors. Further, homeowners who have needed service over the past year rated the service with 4.X out of 5 stars (*use Dispatch scores*). “We entered into this partnership to help protect our residents who might not be aware that they are responsible for the maintenance and repair of utility service lines connecting their home to our city system,” said City of Huber Heights SPOKESPERSON, TITLE. “The City of Huber Heights’s water and sewer infrastructure is aging, and more and more of homeowners in the area are discovering that their exterior pipes must be repaired or replaced. This partnership with SLWA gives residents an optional solution, and it’s helping our community, too.”

[PLACEHOLDER FOR RESIDENT TESTIMONIAL FROM REP.COM]

“When a homeowner’s water line breaks or sewer line becomes blocked, it can be an overwhelming situation. All of a sudden, you’re looking at hundreds or even thousands of dollars for a problem you probably didn’t even know existed the day before,” said Tom Rusin, Global CEO of SLWA parent HomeServe Membership. “While we can’t prevent pipes from breaking or being blocked, SLWA is there to relieve City of Huber Heights residents of the stress of finding a qualified contractor and the cost of completing the repair. We’re proud to offer this service to the City of Huber Heights homeowner community.”

Homeowners with questions or who wish to receive more information about program or the plans available to City of Huber Heights residents can call SLWA at 866-922-9006 or visit [www.slwofa.com](http://www.slwofa.com).

### **About Service Line Warranties of America**

Service Line Warranties of America (SLWA) is part of HomeServe USA Corp (HomeServe), a leading provider of home repair solutions serving over 4.5 million customers across the US and Canada. Founded in 2003, SLWA is the trusted source of utility line protection programs endorsed by the National League of Cities. Together with HomeServe, SLWA is dedicated to supplying best-in-class repair plans and delivering superior customer service to consumers through over 1,100 leading city, municipal and utility partners.

### **MEDIA CONTACT [partner contacts should also be included]:**

Myles Meehan  
HomeServe USA  
Phone: 203-356-4259  
Email: [Myles.Meehan@homeserveusa.com](mailto:Myles.Meehan@homeserveusa.com)

Claire Deneen  
Hill+Knowlton Strategies for HomeServe USA  
Phone: 312-255-3134  
Email: [homeserve@hkstrategies.com](mailto:homeserve@hkstrategies.com)

**AI-9184**

**Topics of Discussion R.**

**Council Work Session**

**Meeting Date:** 05/02/2023

Property Maintenance Review Board Appointment - L. Cromer

**Submitted By:** Karen Powell

**Department:** City Council

**Council Committee Review?:** Council Work Session

**Date(s) of Committee Review:** 05/02/2023

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

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

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**Agenda Item Description or Legislation Title**

Board And Commission Appointments

\* Property Maintenance Review Board - Appointment

**Purpose and Background**

The City Council interview panel recommends the appointment of Lee Cromer to the Property Maintenance Review Board for a term ending December 31, 2026. A background check on Ms. Cromer has been processed through Human Resources.

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**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:**

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**Attachments**

Application - L. Cromer

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6131 Taylorsville Road  
 Huber Heights, Ohio 45424  
 Phone: (937) 233-1423  
 Fax: (937) 233-1272  
[www.hhoh.org](http://www.hhoh.org)  
 An Equal Opportunity Employer

# Application For City Boards and Commissions

RECEIVED ON:

MAR 29 2023

CLERK OF COUNCIL

Qualified applicants are considered for all positions without regard to race, color, religion, sex, national origin, marital or veteran status, or disability.

**PLEASE COMPLETE ALL SECTIONS AND EACH QUESTION COMPLETELY AND ACCURATELY**

<b>Board or Commission Applied For:</b> Property Maintenance Review Board	<b>Date Applied:</b> 3.24.23
------------------------------------------------------------------------------	---------------------------------

Cromer	Lee	A
Last Name	First Name	Middle Name
4941 Stoneyview Ct. Huber Hts	OH	45424
Address	City	State
937.321.5894	← Same	lcromer911@yahoo.com
Home Phone Number	Daytime Phone Number	E-mail Address

## EDUCATION

	SCHOOL	COURSE OF STUDY OR DEGREE EARNED
HIGH SCHOOL	Fairmont East	Business
COLLEGE	Sinclair	Electronics
GRADUATE SCHOOL		
OTHER (Specify)		

## COMMUNITY INVOLVEMENT

Please list all civic, community, or non-profit organizations to which you have belonged or currently do belong, and your dates of service.

Organization	Dates of Service
A&B	2.22.17 to 10.21.19



## EMPLOYMENT HISTORY

Name of Employer	Position(s) Held	Dates of Employment
Trimble	Assembler/ Line Co-ordinator	3.9.81 - present

## REFERENCES

Cheryl Ball	4200 Macon Ave.	937.344.0589
Name	Address	Telephone Number
Megan Baumgartner	7376 Callamere Farms Dr.	575.921.4735
Name	Address	Telephone Number
Lisa Defibaugh	4279 Honeybrook Ave	937.477.2360
Name	Address	Telephone Number

## STATEMENT OF INTEREST

Please tell us why you are interested in serving on this board or commission

I previously served on the Arts & Beautification Board and I enjoyed my time with them, I would like to make a difference within the city and help improve properties so our property values with rise.

## REQUIREMENTS AND APPLICANT STATEMENT

Are you at least 18 years of age?  Yes  No

Do you currently reside in the City of Huber Heights?  Yes  No

Have you resided in the City of Huber Heights for at least one year prior to making this application?  Yes  No

Are you a registered voter?  Yes  No

Are you willing to sign a release to allow the City of Huber Heights to perform a background screening and criminal records check?  Yes  No

I certify that all of the information furnished in this application and its addenda are true and complete to the best of my knowledge. I understand that the City of Huber Heights may investigate the information I have furnished and I realize that any omissions, misrepresentation or false information in this application and/or its addenda may lead to revocation of any volunteer appointment.

I hereby acknowledge that I, voluntarily and of my own free will, have applied for a volunteer position with the City of Huber Heights with the understanding that the City may use a variety of screening procedures to evaluate my qualifications and suitability for appointment. I have been advised that these screening procedures might include, but are not limited to, interviews, criminal record checks, driving records checks and reference checks. I also acknowledge that any such screening procedures, as reasonably required by the City of Huber Heights, are prerequisites to my appointment to a volunteer position with the City of Huber Heights.

In addition, I also hereby understand that the City of Huber Heights cannot guarantee the confidentiality of the results of, or information obtained through the aforementioned screening procedures. Decisions of the Ohio Supreme Court regarding the Ohio Public Records Act indicate that, with certain enumerated exceptions, records maintained by a governmental entity are a matter of public record and, should a proper request be made by a member of the public for such records, the governmental entity would be required to make such records available to that member of the public within a reasonable time. Additionally, all information furnished in this application is subject to disclosure under the Ohio Public Records Act.

Therefore, in consideration of my application being reviewed by the City of Huber Heights, under no legal disability, and on behalf of my heirs and assigns, hereby release and agree to hold harmless the City of Huber Heights and any of its agents, employees, or related officials from any and all liability, whatever the type and nature resulting from the administration of any such screening procedures and/or release of the results therefrom.

Heidi Cromer

3.24.23

**Signature**

**Date**